

**FRANKLIN CENTRAL SCHOOL  
REGULAR BOARD OF EDUCATION MEETING  
&  
PUBLIC HEARING – CODE OF CONDUCT  
August 5, 2021  
5:30 p.m. Executive Session, 6:30 p.m. Open Session  
Room 212**

**IN ATTENDANCE –** Stanley Swears, President  
Patricia Taggart, Vice President  
Joan Cronauer, Board Member  
Jamie Archibald, Board Member  
Kelly Kingsbury, Board Member  
Bonnie Johnson, Superintendent  
Donna Dean, District Clerk  
Kellie Renwick, Business Manager

Absent: 0  
Staff: Brendan Coyle  
Students: 0  
Visitors: 0

President Swears called the meeting to order at 5:30 p.m.

**EXECUTIVE SESSION**

Upon Motion of Archibald, seconded by Taggart and carried ayes 5, nays 0, the Board of Education went into Executive Session at 5:30 p.m. to discuss particular persons.

The board came out of Executive Session at 6:30 p.m.

**MINUTES**

**Resolved**, upon the recommendation of the Superintendent, upon motion by Archibald seconded by Cronauer and carried ayes 5, nays 0, the Board of Education of the Franklin Central School District does hereby approve Re-Organizational Meeting Minutes – July 1, 2021, as submitted.

**Resolved**, upon the recommendation of the Superintendent, upon motion by Archibald seconded by Taggart and carried ayes 5, nays 0, the Board of Education of the Franklin Central School District does hereby approve Regular Meeting Minutes – July 1, 2021, as submitted.

**TREASURER’S REPORT**

Mrs. Renwick reported the following to the board:

- We ended the year with an operational surplus of \$175,000. Mrs. Renwick stated that \$125,000 was moved to reserves and \$50,000 employees reserves.

- Tax warrant bills should be on time. Assessments have gone up.
- Construction is on schedule.
- The old voting machine is now on display at the Railroad Museum.
- We are having our first lawn sale at the Franklin Community Days and will include an ice cream social.

**By consent agenda**, upon motion by Archibald, seconded by Kingsbury and carried ayes 5, nays 0, upon the recommendation of the Superintendent, the Board of Education does hereby approve to table Resolution #21-70 and Resolution #21-71.

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby Untable and Accept Treasurer's Report for June 2021 – Resolution #21-70

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby Untable and Accept Extra Curricular Report for June 2021 – Resolution #21-71

**Resolved**, upon the recommendation of the Superintendent, upon motion by Taggart, seconded by Cronauer and carried ayes 5, nays 0, the Board of Education of the Franklin Central School District does hereby Accept Treasurer's Report for July 2021 – Resolution #21-72

**Resolved**, upon the recommendation of the Superintendent, upon motion by Archibald, seconded by Kingsbury and carried ayes 5, nays 0, the Board of Education of the Franklin Central School District does hereby Accept Extra Curricular Report for July 2021 – Resolution #21-73

**Resolved**, upon the recommendation of the Superintendent, upon motion by Archibald, seconded by Taggart and carried ayes 5, nays 0, the Board of Education of the Franklin Central School District does hereby accept Monthly Claim's Auditor's Report, as submitted – Resolution #21-74

## **PRIVILEGE OF THE FLOOR** – No one spoke

*The Board of Education welcomes and encourages input from the public at Board meetings. Please note that neither the Board nor Administration may engage in a dialogue or respond to questions concerning personnel or student matters. This is not an attempt to restrict public comment, but is done to protect the privacy of the individuals involved as required by law. As a matter of courtesy to others in attendance, comments of individuals/groups should be limited to three to five (3-5) minutes.*

## **SUPERINTENDENT REPORT**

Mrs. Johnson reported the following to the board:

- Mrs. Johnson gave a description of what the LINKS Committee is working on.
- The district is gathering information from the Department of Health on the guidance that will need to be followed. At this time, they are recommended schools to follow the same plan from June.

- We had a lot of construction happening this summer and everything is coming together.
- Mr. Coyle provided information on the new Code of Conduct policy.

## NEW BUSINESS

**By consent agenda**, upon motion by Archibald, seconded by Taggart and carried ayes 5, nays 0, upon the recommendation of the Superintendent, the Board of Education does hereby approve Resolution #21-75 through Resolution #21-79, with the correction to the bus number in Resolution #21-76 be changed from 114 to 113.

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby declare Technology Equipment as Surplus and to be Sold at Auction, as follows:

Polycom Video System (*FCS Tag#000696*)  
VCR/DVD Player (*FCS Tag#000547*)

– Resolution #21-75

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby declare Bus #113 as Surplus – Resolution #21-76

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby declare Voting Machine (*Tag#372*) and Overhead Projector (*Tag#552*) as Surplus – Resolution #21-77

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby accept School Tax Warrant for the 2021-2022 school year, as submitted – Resolution #21-78

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby approve Transportation Request for Private School Student for the 2021-2022 school year, as follows:

Jaron Boyles to the Otsego Christian Academy

– Resolution #21-79

## PERSONNEL

**By consent agenda**, upon motion by Kingsbury, seconded by Archibald and carried ayes 5, nays 0, upon the recommendation of the Superintendent, the Board of Education does hereby approve Resolution #21-80 through Resolution #21-105.

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the

Franklin Central School District does hereby appoint Mentors for the 2021-2022 school year as follows:

Catherine Huber mentor for Emily Chaloupka  
Lorelle Dutcher mentor for Emily Weite  
Julie DeCarlo mentor for Samantha Petkovsek  
Allecia Laing mentor for Gary Williams  
Steve DeCarlo mentor for Kyle Jaquay  
Star Banner mentor for Jason Lohraseb  
Jonelle Goldman mentor for Cathi Ann Wiltsey  
Erica Granger mentor for Eileen Hart  
Dorothy Frye-Hunt mentor Raquel Temple

– Resolution #21-80

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby approve the working agreement for Marc Spaziani  
– Resolution #21-81

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby appoint Catherine Huber as Substitute Home Tutor, effective July 1, 2021 through August 31, 2021. She will be paid a rate of \$25 per hour, plus mileage - Resolution #21-82

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby appoint Advisors for the 2021-2022 school year, as follows:

PROGRAM	INTERESTED
YEARBOOK-CREATIVE	Allecia Laing
YEARBOOK – FINANCIAL	Donna Dean
DRAMA-HIGH SCHOOL	Dorothy Frye-Hunt
DRAMA-ELEMENTARY	Dorothy Frye-Hunt
JUNIOR CLASS	Erica Granger
SOPHOMORE CLASS	Jason Lohraseb
FRESHMAN CLASS	Contessa Nebesnik
EIGHTH GRADE	Maria Catalano
SEVENTH GRADE	Maria Catalano
BAND	Jonelle Goldman
CHORUS	Dorothy Frye-Hunt
NATIONAL HONOR SOCIETY	Donna Dean
NATIONAL JUNIOR HONOR SOCIETY	Donna Dean
VARSITY CLUB	Gerald Laing

<b>STUDENT COUNCIL</b>	<b>Maria Catalano</b>
<b>SKI CLUB</b>	<b>Donna Cox</b>
<b>SKI CLUB EVENT MONITOR</b>	<b>Peggy Peterson, Steve Cox</b>
<b>SADD</b>	<b>Jayne Bolton &amp; Jason Lohraseb</b>
<b>LANGUAGE CLUB</b>	<b>Raquel Aedo-Temple</b>
<b>COLOR GUARD</b>	<b>Emily Chaloupka</b>
<b>LEADERS CLUB (K-6)</b>	<b>Susan Fairchilds</b>
<b>LEADERS CLUB (7-12)</b>	<b>Mikayla Fowler</b>
<b>ART CLUB</b>	<b>Anne Wood</b>

- Resolution #21-83

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby appoint Nicole Gardepe and Star Banner as Morning Program Co-Advisors for the 2021-2022 school year, with a stipend of \$1,000 to be evenly divided – Resolution #21-84

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby appoint Erica Granger as the Arts in Education Advisor for the 2021-2022 school year, includes annual \$750 stipend – Resolution #21-85

**Resolved**, the Board of Education of the Franklin Central School District, pursuant to the Education Law and in compliance with Part 30.3 of the rules of the Board of Regents, upon the recommendation of Bonnie Johnson the Superintendent, does hereby appoint Cathi Ann Wiltsey, who holds a valid New York State Certificate permitting her to teach Math in the public schools of New York State, to the position of Math Teacher for a probationary period of four years to commence on September 1, 2021, and to expire on June 30, 2025: to the extent required by the applicable provisions of Education Law 2509, 2573, 3212 and 3014, in order to be granted tenure the classroom teacher or building principal shall have received composite or overall annual professional performance review ratings pursuant to Education Law 3012-c and/or 3012-d of either effective or highly effective in at least three (3) of the four (4) preceding years. If the classroom teacher or building principal receives an ineffective composite or overall rating in the final year of the probationary period he or she shall not be eligible for tenure at that time. For purposes of this subdivision, *classroom teacher* or *building principal* mean a classroom teacher or building principal as such terms are defined in Sections 30-2.2 and 30-3.2 of the Part: and be it further resolved that during her first year of this appointment be paid at the annual salary of \$47,000. This is a fulltime position; no credit for previous service will be awarded for longevity. Certification Status – Permanent Math 7-12 – Resolution #21-86

**Resolved**, the Board of Education of the Franklin Central School District, pursuant to the Education Law and in compliance with Part 30.3 of the rules of the Board of Regents, upon the recommendation of Bonnie Johnson the Superintendent, does hereby appoint Eileen Hart, who holds a valid New York State Certificate permitting her to teach ELA in the public schools of

New York State, to the position of ELA Teacher for a probationary period of four years to commence on September 1, 2021, and to expire on June 30, 2025: to the extent required by the applicable provisions of Education Law 2509, 2573, 3212 and 3014, in order to be granted tenure the classroom teacher or building principal shall have received composite or overall annual professional performance review ratings pursuant to Education Law 3012-c and/or 3012-d of either effective or highly effective in at least three (3) of the four (4) preceding years. If the classroom teacher or building principal receives an ineffective composite or overall rating in the final year of the probationary period he or she shall not be eligible for tenure at that time. For purposes of this subdivision, *classroom teacher* or *building principal* mean a classroom teacher or building principal as such terms are defined in Sections 30-2.2 and 30-3.2 of the Part: and be it further resolved that during her first year of this appointment be paid at the annual salary of \$53,500. This is a fulltime position; no credit for previous service will be awarded for longevity. Certification Status – Professional ELA 7-12 – Resolution #21-87

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby appoint Eric Haight as Lead Teacher for the 2021-2022 school year, includes \$750 stipend per semester – Resolution #21-88

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby appoint Darryl Beers as Lead Teacher for the 2021-2022 school year, includes \$750 stipend per semester – Resolution #21-89

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby accept Justine Roef's Letter of Resignation, effective August 31, 2021, as submitted – Resolution #21-90

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby appoint James Myers and Contessa Nebesnik as Part-time Summer Custodians, effective July 19, 2021, with a pay rate of \$13.50 per hour – Resolution #21-91

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby appoint Bus Drivers and Substitute Bus Drivers for the 2021-2022 school year, as follows:

Patrick Ambrose  
David Buel  
Sarah Cleaveland  
Alec Elderkin  
Glenn Feather  
Mark Feather  
John Nolan  
Scott Ogborn  
James Robertson  
Karen Terry

-Resolution #21-92

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby appoint Substitutes for the 2021-2022 school year, as submitted – Resolution #21-93

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby appoint Paige Fairchilds as a Building Aide, effective September 1, 2021. This is a full-time position. She will be paid \$12.50 per hour, including benefits and will be a member of the FESPA Union. This is a non-competitive position and holds a three-month probationary period, September 1, 2021 through December 1, 2021 – Resolution #21-94

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby appoint Brendan Coyle as the Data Privacy Officer for the 2021-2022 school year – Resolution #21-95

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby appoint Raquel Aedo-Temple as a Long-Term Substitute for Spanish, effective September 1, 2021 through June 30, 2022. She will be paid \$30,600, including benefits – Resolution #21-96

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby appoint Kyle Jaquay as the Girls Modified Soccer Coach for the 2021-2022 school year – Resolution #21-97

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby appoint Steven Collins as a Full-Time Bus Driver, effective September 1, 2021; this is a Civil Service position and holds a six-month probationary period of September 1, 2021 through March 1, 2022. He will be paid an annual salary of \$12,991, with benefits – Resolution #21-98

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby ratify FESPA Contract – Resolution #21-99

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby approve the working agreement for Kellie Renwick – Resolution #21-100

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby approve the working agreement for John Nolan – Resolution #21-101

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby approve the working agreement for Mark Van Kingsley – Resolution #21-102

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby approve the working agreement for Donna Dean – Resolution #21-103

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby approve the working agreement for Karen Terry – Resolution #21-104

**Resolved**, upon the recommendation of the Superintendent, the Board of Education of the Franklin Central School District does hereby approve the working agreement for Brett Wood – Resolution #21-105

## **POLICY**

First Reading – *Policy #3411 Code of Conduct*

### **PRIVILEGE OF THE FLOOR** – No one spoke

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### **EXECUTIVE SESSION (if needed)**

### **ADJOURNMENT**

Upon motion by Taggart, seconded by Cronauer and carried ayes 5, nays 0, the Board of Education adjourned at 6:43 p.m.

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Donna M. Dean, District Clerk



**Franklin Central School  
Reserve Analysis 6/30/21**

<u>Reserve</u>	Retirement	Employee Benefit	Unemployment	Capital
Date Established:	8/27/2009	11/9/2017	3/17/2001	5/20/2014
Balance July 1, 2020	\$157,397.40	\$136,984.39	\$25,000.00	\$110,603.36
Interest Earnings	\$70.08	\$68.97		\$46.23
Disbursements		(\$3,168.78)		
Transfer from Fund Balance		\$50,000.00		\$75,000.00
Balance June 30, 2021	<u>\$157,467.48</u>	<u>\$183,884.58</u>	<u>\$25,000.00</u>	<u>\$185,649.59</u>
 <u>Projected uses</u>				
2021-22 budget	(\$80,000.00)	(\$15,000.00)	(\$10,000.00)	(\$20,000.00)
2022-23 budget	(\$50,000.00)		(\$10,000.00)	(\$20,000.00)
Compensated Absences @ 6-30-21		(\$222,973.75)		
 <b>Remaining Balance</b>	<u><u>\$27,467.48</u></u>	<u><u>(\$54,089.17)</u></u>	<u><u>\$5,000.00</u></u>	<u><u>\$145,649.59</u></u>

TREASURER'S MONTHLY REPORT TO  
BOARD OF EDUCATION  
FRANKLIN CENTRAL SCHOOL

GENERAL FUND

BALANCE ON HAND: June 1, 2021 \$842,744.52  
VOID CHECK(S)

RECEIPTS:

GENERAL FUND MONTHLY INTEREST		\$22.73
Extra Curricular Sales Tax	13423	\$12.70
Hist Assoc. FTA & Student Obliga	13424	\$1,164.22
Record Boces Aid Payment	JE#193	\$98,155.80
Record Excess Cost Aid	JE#207	\$73,899.40
Record Trans from EBALR	JE#209	\$3,168.75
Record NYS Payments	JE#210	\$47,999.00
Record State Aid Payment	JE#214	\$1,612.63
Record State Aid Payment	JE#222	\$223,854.07

TOTAL RECEIPTS \$449,889.30

RECEIPTS & BALANCE \$1,292,633.82

DISBURSEMENTS:

CHECKS	48273-48354	\$211,581.21
WIRES JE#		\$856,500.39

TOTAL DISBURSEMENTS \$1,068,081.60

BALANCE ON HAND June 30, 2021

FINAL BALANCE \$224,552.22  
=====

BANK BALANCE

LESS: OUTSTANDING CHECKS	\$276,577.37
PLUS: Bank Deposit in Transit	\$52,025.15
LESS: Bank Error	\$0.00
	\$0.00

NET BALANCE IN BANK

\$224,552.22  
=====

August 5, 2021  
DATE SUBMITTED

  
DISTRICT TREASURER

TREASURER'S MONTHLY REPORT TO  
BOARD OF EDUCATION  
FRANKLIN CENTRAL SCHOOL

SCHOOL LUNCH FUND

BALANCE ON HAND: June 1, 2021 \$5,101.50

RECEIPTS:

V Sickler-Petty Cash	200357	\$50.00
V Sickler-June Cash Sales	200358	\$466.71
A Groff-Lunch Charges	200359	\$4.00
V Sickler-June Cash Sales	200360	\$78.75
Record June Online sales	JE#225	\$215.25

TOTAL RECEIPTS \$814.71

RECEIPTS & BALANCE \$5,916.21

TOTAL DISBURSEMENTS:

CHECKS	5993-6000	\$3,370.35
JE #		\$0.00
		\$0.00

CHECKS \$3,370.35

BALANCE ON HAND June 30, 2021

FINAL BALANCE \$2,545.86

BANK BALANCE	\$3,029.73
LESS: OUTSTANDING CHECKS	\$483.87
PLUS: Bank Deposit in Transit	\$0.00
LESS: Bank Error	\$0.00
<b>NET BALANCE IN BANK</b>	<b>\$2,545.86</b>

August 5, 2021  
DATE SUBMITTED

  
DISTRICT TREASURER

TREASURER'S MONTHLY REPORT TO  
BOARD OF EDUCATION  
FRANKLIN CENTRAL SCHOOL

FEDERAL FUND

BALANCE ON HAND: June 1, 2021 \$692.82

RECEIPTS:

TOTAL RECEIPTS \$0.00

RECEIPTS & BALANCE \$692.82

TOTAL DISBURSEMENTS:

CHECKS 0 \$0.00  
WIRES/JE \$0.00

TOTAL DISBURSEMENTS \$0.00

BALANCE ON HAND June 30, 2021 FINAL BALANCE \$692.82

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BANK BALANCE	\$692.82
LESS: OUTSTANDING CHECKS	\$0.00
Add Check	\$0.00
PLUS: IN TRANSIT DEPOSITS	\$0.00

NET BALANCE IN BANK \$692.82

August 5, 2021  
DATE SUBMITTED

  
DISTRICT TREASURER

BOARD OF EDUCATION  
FRANKLIN CENTRAL SCHOOL

TRUST & AGENCY

BALANCE ON HAND: June 1, 2021

\$5.60

RECEIPTS:

Retiree Payments	54548-54551	\$10,859.00
Extra Curricular-Sales	54552	\$129.76
Retiree Payments	54553-54558	\$12,373.30
Record Payroll Transfer	JE#192	\$166,446.90
Record Payroll Transfer	JE#196	\$445,053.49
Record Payroll Transfer	JE#221	\$55,041.21

TOTAL RECEIPTS \$689,903.66

RECEIPTS & BALANCE \$689,909.26

TOTAL DISBURSEMENTS:

CHECKS	19326-19335	\$120,313.33
WIRES	872-880	\$483,910.57
JE#		\$135.36

TOTAL DISBURSEMENTS \$604,359.26

FINAL BALANCE \$85,550.00

BALANCE ON HAND June 30, 2021

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BANK BALANCE	\$86,335.98
LESS: OUTSTANDING CHECKS	\$1,527.01
Bank Error	\$0.00
PLUS: DEPOSIT IN TRANSIT	\$741.03
NET BALANCE IN BANK	<u>\$85,550.00</u>

August 5, 2021  
DATE SUBMITTED

  
DISTRICT TREASURER

TREASURER'S MONTHLY REPORT TO  
BOARD OF EDUCATION  
FRANKLIN CENTRAL SCHOOL

CAPITAL FUND

BALANCE ON HAND:	<u>June 1, 2021</u>				\$42,650.77
RECEIPTS:					
CAPITAL FUND INTEREST			\$1.93		
				TOTAL RECEIPTS	\$1.93
				RECEIPTS & BALANCE	\$42,652.70
TOTAL DISBURSEMENTS:					
JE			\$0.00		
Check			\$0.00		
				TOTAL DISBURSEMENTS	\$0.00
BALANCE ON HAND	<u>June 30, 2021</u>			FINAL BALANCE	<u>\$42,652.70</u>

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BANK BALANCE		\$42,652.70
LESS: OUTSTANDING CHECKS /Transfer		\$0.00
PLUS: IN TRANSIT DEPOSITS		\$0.00
NET BALANCE IN BANK		<u>\$42,652.70</u>

August 5, 2021  
DATE SUBMITTED

  
DISTRICT TREASURER

## FRANKLIN CENTRAL SCHOOL TREASURER'S REPORT

30-Jun-21

	GENERAL FUND	GENERAL SAVINGS	Capital Reserve	GENERAL RETIRE RSV	EMPLOYEE BENEFIT RES	DEBT SRVC RES	CAFETERIA FUND	FEDERAL FUND	CAPITAL FUND	TRUST & AGENCY	PAYROLL FUND
BEGINNING BALANCE	\$842,744.52	\$893,669.83	\$110,843.91	\$157,460.36	\$137,046.71	\$162,899.39	\$5,101.50	\$692.82	\$42,650.72	\$5.60	\$0.00
RECEIPTS	\$449,889.30	\$92.96	\$75,006.72	\$7.12	\$50,006.62	\$120,008.51	\$814.71	\$0.00	\$1.93	\$689,903.66	\$9,511.71
DISB	\$1,068,081.60	\$464,493.91	\$0.00	\$0.00	\$3,168.75	\$0.00	\$3,370.35	\$0.00	\$0.00	\$604,359.26	\$9,511.71
ENDING BALANCE	\$224,552.22	\$229,268.87	\$185,649.63	\$157,467.48	\$183,894.58	\$282,907.90	\$2,545.86	\$692.82	\$42,652.65	\$85,550.00	\$0.00

I CERTIFY THAT THE BALANCES FOR THE FUNDS ABOVE ARE ACCURATE  
AND IN AGREEMENT WITH BANK STATEMENTS AS RECONCILED.

*Kathie Rasmussen*

**FRANKLIN CENTRAL SCHOOL  
ACTUAL EXPENDITURES  
FOR THE FISCAL YEAR 2020-21**

	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	BUDGET
A1 PAYROLL	\$110,272	\$75,738	\$221,280	\$220,592	\$219,925	\$327,390	\$214,218	\$213,709	\$234,495	\$223,898	\$250,521	\$507,348	\$3,047,666
A8 BENEFITS	\$93,516	\$103,708	\$140,641	\$127,998	\$254,130	\$120,973	\$96,565	\$106,573	\$95,457	\$185,879	\$79,225	\$253,233	\$1,788,818
A48 BOCES	\$0	\$0	\$125,450	\$123,094	\$127,525	\$129,546	\$132,301	\$133,300	\$119,721	\$126,969	\$133,592	\$153,181	\$1,357,312
A7 DEBT SERVICE	\$341,030	\$0	\$0	\$0	\$0	\$8,900	\$0	\$0	\$0	\$0	\$0	\$409,453	\$745,390
A2 EQUIPMENT	\$1,045	\$0	\$7,135	\$0	\$2,700	\$6,967	\$0	\$98	\$108,252	\$1,004	\$1,018	\$11,190	\$23,000
A40 CONTRACTUAL	\$61,838	\$10,710	\$61,409	\$15,589	\$13,199	\$15,111	\$27,641	\$7,923	\$20,216	\$33,693	\$79,180	\$18,169	\$379,850
A45 SUPPLIES	\$13,703	\$3,729	\$21,497	\$9,601	\$6,889	\$6,936	\$6,722	\$9,012	\$9,158	\$8,964	\$11,322	\$21,314	\$177,550
A46 SOFTWARE	\$697	\$0	\$0	\$0	\$0	\$1,526	\$0	\$270	\$960	\$709	\$775	\$1,708	\$11,700
A47 TUITION	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
A48 TEXTBOOKS	\$270	\$0	\$28,754	\$1,669	\$0	\$1,399	\$70	\$66	\$0	\$72	\$0	\$0	\$15,000
TRANSFER TO CAFETERIA	\$0	\$0	\$10,000	\$0	\$0	\$0	\$0	\$0	\$25,000	\$0	\$0	\$0	\$10,000
TRANSFER TO SPECIAL AID	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,296	\$0	\$0	\$0	\$0
09 TRANSFER TO CAPITAL	\$0	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000
<b>TOTAL EXPENDITURES</b>	<b>\$622,372</b>	<b>\$293,885</b>	<b>\$616,165</b>	<b>\$498,542</b>	<b>\$624,369</b>	<b>\$618,748</b>	<b>\$477,516</b>	<b>\$470,951</b>	<b>\$614,555</b>	<b>\$581,188</b>	<b>\$555,634</b>	<b>\$1,375,595</b>	<b>\$7,662,286</b>



**FRANKLIN CENTRAL SCHOOL  
EXPENDABLE TRUST REPORT  
As of June 30, 2021**

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Balance on Hand, May 31, 2021 \$ 242,242.33

Receipts:

Interest on money market account	\$ 33.61
Donation - benevolent fund	\$ 67.64
Donation - grad scholarships	\$ 1,432.90
Donation - backpack program	\$ 25.00
Donation - Lattin	<u>\$ 13,130.00</u>
Total Receipts	<u>\$ 14,689.15</u>

Disbursements

Elem & Grad Awards	\$ 660.00
Total Disbursements	<u>\$ 660.00</u>

Balance on Hand, June 30, 2021 \$ 256,271.48

Bank Reconciliation:

Bank balance, June 30, 2021 Money Market account	\$ 78,421.80
Bank Balance, June 30, 2021 Certificate of Deposit	\$ 177,849.68

Deduct: Outstanding checks \$ -

Add: Deposits in transit \$ -

Balance on Hand, June 30, 2021 \$ 256,271.48

Submitted August 5, 2021

*Kellie Renwick*  
Kellie Renwick  
District Treasurer

FEDERAL FUND

  
DISTRICT TREASURER

TREASURER'S MONTHLY REPORT TO  
BOARD OF EDUCATION  
FRANKLIN CENTRAL SCHOOL

CAPITAL FUND

BALANCE ON HAND:	<u>July 1, 2021</u>		\$42,652.70
<b>RECEIPTS:</b>			
CAPITAL FUND INTEREST		\$2.44	
Record Trans From Genei	JE#3	\$100,000.00	
Record BAN Proceeds	JE#30	\$125,000.00	
			<b>TOTAL RECEIPTS</b>
			\$225,002.44
			<b>RECEIPTS &amp; BALANCE</b>
			\$267,655.14
<b>TOTAL DISBURSEMENTS:</b>			
JE		\$0.00	
Check		\$139,716.97	
			<b>TOTAL DISBURSEMENTS</b>
			\$139,716.97
BALANCE ON HAND	<u>July 31, 2021</u>		<b>FINAL BALANCE</b>
			\$127,938.17
<hr/>			
BANK BALANCE			\$143,260.22
LESS: OUTSTANDING CHECKS /Transfer			\$15,322.05
PLUS: IN TRANSIT DEPOSITS			\$0.00
NET BALANCE IN BANK			\$127,938.17

August 5, 2021  
DATE SUBMITTED

  
DISTRICT TREASURER

**SCHOOL LUNCH FUND**

<b>TOTAL RECEIPTS</b>	<b>\$40.00</b>
-----------------------	----------------

RECEIPTS & BALANCE	\$2,585.86
--------------------	------------

<b>TOTAL DISBURSEMENTS:</b>		
<b>CHECKS</b>	6001-6002	<b>\$575.00</b>
<b>JE #</b>		<b>\$0.00</b>
		<b>\$0.00</b>

<b>CHECKS</b>	<b>\$575.00</b>
---------------	-----------------

<b>BALANCE ON HAND</b>	<b><u>July 31, 2021</u></b>	<b>FINAL BALANCE</b>	<b>\$2,010.86</b>
			<b>=====</b>

<b>BANK BALANCE</b>	<b>\$2,010.86</b>
<b>LESS: OUTSTANDING CHECKS</b>	<b>\$0.00</b>
<b>PLUS: Bank Deposit in Transit</b>	<b>\$0.00</b>
<b>LESS: Bank Error</b>	<b>\$0.00</b>

<b>NET BALANCE IN BANK</b>	<b>\$2,010.86</b>
----------------------------	-------------------

**August 5, 2021**  
**DATE SUBMITTED**

Kevin R...  
DISTRICT TREASURER

BOARD OF EDUCATION  
FRANKLIN CENTRAL SCHOOL

TRUST & AGENCY

BALANCE ON HAND: July 1, 2021 \$85,550.00

RECEIPTS:

July 2021 Benefits	54560	\$68,462.16
Retiree Payments	54561-54566	\$591.00
Record Payroll Transfer	JE#6	\$38,855.42
Record Payroll Transfer	JE#24	\$41,841.96
Record Cash Transfer	JE#31	\$51.50
Aug 2021 Benefits	54567	\$99,325.75

TOTAL RECEIPTS \$247,127.79

RECEIPTS & BALANCE \$332,677.79

TOTAL DISBURSEMENTS:

CHECKS	19336-19340	\$99,753.83
WIRES	888-898	\$132,742.85
JE#		\$0.00

TOTAL DISBURSEMENTS \$232,496.68

BALANCE ON HAND July 31, 2021 FINAL BALANCE \$100,181.11

BANK BALANCE

LESS: OUTSTANDING CHECKS	\$102,827.57
Bank Error	\$2,646.46
PLUS: DEPOSIT IN TRANSIT	\$0.00
	\$0.00

NET BALANCE IN BANK \$100,181.11

August 5, 2021  
DATE SUBMITTED

  
DISTRICT TREASURER

TREASURER'S MONTHLY REPORT TO  
BOARD OF EDUCATION  
FRANKLIN CENTRAL SCHOOL

GENERAL FUND

BALANCE ON HAND: July 1, 2021 \$224,552.22  
VOID CHECK(S)

RECEIPTS:

GENERAL FUND MONTHLY INTEREST		\$10.86
H Gillette	13425	\$50.00
Record NYS Aid	JE#4	\$183.00
Record Trans from Debt Serv	JE#5	\$50,000.00
Record NYS Aid Payments	JE#22	\$139,175.00
Record Medicaid Payment	JE#25	\$1,226.42
Record Cash Transfers	JE#31	\$10,000.00
Record State Aid Payments	JE#32	\$1,630.72

TOTAL RECEIPTS \$202,276.00

RECEIPTS & BALANCE \$426,828.22

DISBURSEMENTS:

CHECKS	48355-48419	\$290,810.85
WIRES JE#		\$131,239.96

TOTAL DISBURSEMENTS \$422,050.81

BALANCE ON HAND July 31, 2021

FINAL BALANCE \$4,777.41  
=====

BANK BALANCE

LESS: OUTSTANDING CHECKS	\$46,656.35
PLUS: Bank Deposit in Transit	\$41,878.94
LESS: Bank Error	\$0.00
	\$0.00

NET BALANCE IN BANK

\$4,777.41  
=====

August 5, 2021  
DATE SUBMITTED

  
DISTRICT TREASURER

## FRANKLIN CENTRAL SCHOOL TREASURER'S REPORT

31-Jul-21

	GENERAL FUND	GENERAL SAVINGS	Capital Reserve	GENERAL RETIRE RSV	EMPLOYEE BENEFIT RES	DEBT SRVC RES	CAFETERIA FUND	FEDERAL FUND	CAPITAL FUND	TRUST & AGENCY	PAYROLL FUND
BEGINNING BALANCE	\$224,552.22	\$229,268.87	\$185,649.83	\$157,467.48	\$183,884.58	\$282,907.90	\$2,545.86	\$692.82	\$42,652.65	\$85,550.00	\$0.00
RECEIPTS	\$202,767.08	\$67.57	\$7.63	\$6.47	\$7.56	\$9.57	\$40.00	\$55,000.00	\$225,002.54	\$247,127.79	\$1,930.87
DISB	\$421,559.73	\$115,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	\$575.00	\$54,841.46	\$139,716.97	\$232,496.68	\$1,930.87
ENDING BALANCE	\$5,759.57	\$114,336.44	\$185,657.26	\$157,473.95	\$183,892.14	\$232,917.47	\$2,010.86	\$851.37	\$127,938.22	\$100,181.11	\$0.00

I CERTIFY THAT THE BALANCES FOR THE FUNDS ABOVE ARE ACCURATE  
AND IN AGREEMENT WITH BANK STATEMENTS AS RECONCILED.

*Kathie Rensick*

**FRANKLIN CENTRAL SCHOOL  
ACTUAL EXPENDITURES  
FOR THE FISCAL YEAR 2021-22**

	<b>JULY</b>	<b>BUDGET</b>
A1 <b>PAYROLL</b>	\$101,573	\$3,072,395
A8 <b>BENEFITS</b>	\$171,485	\$1,901,742
A49 <b>BOCES</b>	\$0	\$1,412,223
A7 <b>DEBT SERVICE</b>	\$149,471	\$803,570
A2 <b>EQUIPMENT</b>	\$5,660	\$29,000
A40 <b>CONTRACTUAL</b>	\$96,291	\$379,850
A45 <b>SUPPLIES</b>	\$14,495	\$175,350
A46 <b>SOFTWARE</b>	\$4,024	\$11,700
A47 <b>TUITION</b>	\$0	\$0
A48 <b>TEXTBOOKS</b>	\$2,251	\$25,000
<b>TRANSFER TO CAFETERIA</b>	\$0	\$20,000
<b>TRANSFER TO SPECIAL AID</b>	\$0	\$0
0.9 <b>TRANSFER TO CAPITAL</b>	\$100,000	\$100,000
<b>TOTAL EXPENDITURES</b>	<b>\$645,250</b>	<b>\$7,930,830</b>



**FRANKLIN CENTRAL SCHOOL  
EXPENDABLE TRUST REPORT  
As of July 31, 2021**

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Balance on Hand, June 30 2021 \$ 256,271.48

Receipts:

Interest on money market account \$ 32.24

Donation - benevolent fund \$ 90.95

Donation - grad scholarships \$ 1,300.00

Donation - backpack program

Donation - Lattin

Total Receipts \$ 1,423.19

Disbursements

Grad Awards \$ 5,550.00

Total Disbursements \$ 5,550.00

Balance on Hand, July 31, 2021 \$ 252,144.67

Bank Reconciliation:

Bank balance, June 31, 2021 Money Market account \$ 74,294.99

Bank Balance, June 31, 2021 Certificate of Deposit \$ 177,849.68

Deduct: Outstanding checks \$ -

Add: Deposits in transit \$ -

Balance on Hand, July 31, 2021 \$ 252,144.67

Submitted August 5, 2021

*Kellie Renwick*

Kellie Renwick  
District Treasurer

**Franklin Central School  
Reserve Analysis 6/30/21**

<u>Reserve</u> Date Established:	Retirement 8/27/2009	Employee Benefit 11/9/2017	Unemployment 3/17/2001	Capital 5/20/2014
Balance July 1, 2020	\$157,397.40	\$136,984.39	\$25,000.00	\$110,603.36
Interest Earnings	\$70.08	\$68.97		\$46.23
Disbursements		(\$3,168.78)		
Transfer from Fund Balance		\$50,000.00		\$75,000.00
Balance June 30, 2021	\$157,467.48	\$183,884.58	\$25,000.00	\$185,649.59
<u>Projected uses</u>				
2021-22 budget	(\$80,000.00)	(\$15,000.00)	(\$10,000.00)	(\$20,000.00)
2022-23 budget	(\$50,000.00)		(\$10,000.00)	(\$20,000.00)
Compensated Absences @ 6-30-21		(\$222,973.75)		
<b>Remaining Balance</b>	<b>\$27,467.48</b>	<b>(\$54,089.17)</b>	<b>\$5,000.00</b>	<b>\$145,649.59</b>

FRANKLIN CENTRAL SCHOOL  
EXTRACURRICULAR ACCOUNT  
JUNE 2021

ACTIVITIES	EQUITY 6/1/2021	CASH RECEIPTS	CASH DISB	EQUITY 6/30/2021
AVP	489.51	273.80		763.31
BAND	2611.04			2611.04
CHORUS	175.19			175.19
CLASS OF 2020	0.00			0.00
CLASS OF 2021	2753.39		100.00	2653.39
CLASS OF 2022	5246.65	100.00	151.22	5195.43
CLASS OF 2023	1873.73			1873.73
CLASS OF 2024	2342.39	568.00		2910.39
CLASS OF 2025	1026.50			1026.50
CLASS OF 2026	250.50			250.50
ELEM. DRAMA CLUB	2056.41	11.00	100.00	1967.41
HS- DRAMA CLUB	1675.90		294.74	1381.16
FORENSICS	1541.03			1541.03
LANGUAGE CLUB	1025.78			1025.78
LIBERANNI	10193.21			10193.21
NHS	395.68			395.68
SADD	1233.73	2000.00	841.73	2392.00
SKI CLUB	506.90			506.90
STUDENT COUNCIL	1448.35	65.58	26.70	1487.23
VARSITY CLUB	5632.55		405.00	5227.55
Sales Taxes Collected	142.46	7.42	142.46	7.42
<b>TOTAL</b>	<b>42620.90</b>	<b>3025.80</b>	<b>2061.85</b>	<b>43584.85</b>

ADD OUTSTANDING CHECKS		6947	25.00	
6942	75.00	6948	25.00	
6943	68.80	6951	250.00	
6946	25.00	6952	100.00	
	168.80		400.00	
		Total	568.80	<b>44153.65</b>

DEDUCT DEPOSITS IN TRANSIT

0.00

**44153.65**

BALANCE PER BANK - CHECKING


31284.42


- SAVINGS

12869.23

**TOTAL**

**44153.65**

  
Debra L. Valentine  
Extracurricular Treasurer

  
Bonnie Johnson  
Superintendent

as of 6/30/21

FRANKLIN CENTRAL SCHOOL  
EXTRACURRICULAR ACCOUNT  
JULY 2021

ACTIVITIES	EQUITY 7/1/2021	CASH RECEIPTS	CASH DISB	EQUITY 7/31/2021
AVP	763.31			763.31
BAND	2611.04			2611.04
CHORUS	175.19			175.19
CLASS OF 2021	2653.39		2653.39	0.00
CLASS OF 2022	5195.43			5195.43
CLASS OF 2023	1873.73			1873.73
CLASS OF 2024	2910.39			2910.39
CLASS OF 2025	1026.50			1026.50
CLASS OF 2026	250.50			250.50
CLASS OF 2027	0.00			0.00
ELEM. DRAMA CLUB	1967.41			1967.41
HS- DRAMA CLUB	1381.16			1381.16
FORENSICS	1541.03			1541.03
LANGUAGE CLUB	1025.78			1025.78
LIBERANNI	10193.21			10193.21
NHS	395.68			395.68
SADD	2392.00			2392.00
SKI CLUB	506.90			506.90
STUDENT COUNCIL	1487.23	0.54		1487.77
VARSITY CLUB	5227.55			5227.55
Sales Taxes Collected	7.42			7.42
<b>TOTAL</b>	<b>43584.85</b>	<b>0.54</b>	<b>2653.39</b>	<b>40932.00</b>

ADD OUTSTANDING CHECKS

6942	75.00	6958	147.41
6947	25.00	6959	147.41
6955	147.41	6966	147.41
		6970	147.41
	<u>247.41</u>		

Total 837.05 **41769.05**

DEDUCT DEPOSITS IN TRANSIT

0.00 **41769.05**

BALANCE PER BANK - CHECKING

28899.29

- SAVINGS

12869.76

TOTAL

**41769.05**



Debra L. Valentine  
Extracurricular Treasurer

\_\_\_\_\_  
Bonnie Johnson  
Superintendent

as of 7/31/21

# Internal Claims Auditor Report for Franklin Central School

Warrant Report Date:

7-14-21

# Claims Audited

A-38/A-2/F1

2299  
FRONTLINE

3871  
Constellation  
NEW ENERGY

3477  
J.M. PROPERTIES

Discovered Condition	Internal Auditor Requested Corrective Action	Corrective Action Taken
P.O. DOESNT HAVE BONNIES SIGNATURE	HAVE BONNIE SIGN IT.	updated @ 7/15/21
NO ADDRESS MARKED TO MAIL PAYMENT	MARK (1) ADDRESS FOR PAYMENT.	updated @ 7/15/21
ADDRESS DIFF. ON WARRANT FROM INV.	MAKE ADDRESS SAME AS INV.	updated @ 7/15/21

On 7/14/21

7-14-21 Vicki Sickles - Internal Claims Auditor

Internal Claims Auditor Report for Franklin Central School

Warrant Report Dates

July 28, 21

# Claims Audited

WARRANT A.3/A3/A3/A3

1140  
MATHEWS

3331  
NYSIR

6/11

RUG FAIR

16602  
SCHOOL HEALTH

3720  
WB MASON

Disclosed Condition	Internal Auditor Requested Corrective Action	Corrective Action Taken
INV. # INV. LITTLE different ON WARRANT FROM INV. V.S.	Chg. INV. # on Warrant to match INV. #	updated @ 7/29/21
ADDRESS DIFF. ON WARRANT FROM INV.	Chg. Address on Warrant to match INV.	updated @ 7/29/21
INV. # REVERSED (first 2)	Reverse first 2 #s of INV. #	updated @ 7/24/21
INVOICE # ONE OFF	CHANGE <del>INV. #</del> WARRANT number to match INV.	updated @ 7/29/21
ADDRESS DIFF. ON WARRANT FROM INV.	Chg. ADDRESS on WARRANT to match INV.	updated @ 7/29/21

Vickey Sickler

Internal Claims Auditor

## TAX WARRANT

To the collector of school district No. 1  
towns of Franklin, Walton, Sidney, Meredith, Otsego, Davenport  
in the counties of Delaware & Otsego State of New York.

You are hereby commanded:

1. To collect taxes in total sum of \$ 2,973,690 in the same manner that collectors are authorized to collect town and county taxes. plus \$39,500 Library
2. To give notices in accordance with Section Real Property Tax Law Section 1322, 1338.
3. To receive from each of the taxable corporations and natural persons on the attached tax roll the sums listed or so much thereof as is voluntarily paid to you within one month from date of this warrant, together with one cent on each dollar thereof, where collector is on fee basis. **09/01/2021 to 11/02/2021**
4. To collect after the expiration of one month the residue of the sums not paid, together with the fees prescribed in sections Education Law 2130 and Real Property Tax Law Section 1328.
5. To return this warrant within 63 days and if any taxes in this list shall be unpaid at that time you shall deliver to us on account thereof.

*The warrant is issued by authority of article 13 of the Real Property Tax Law, and has the same force and effect as a warrant and tax list issued by the board of supervisors. It is effective immediately after it is properly signed by the trustee or a majority of trustees.*

Given under our hand this 5th day of August, 2021

Signature of trustee(s)

Stanley P. Furr  
Y. C. Kinn  
Joan P. Ponder

NOTE: THE AMOUNT OF TAXES TO BE COLLECTED SHOULD CORRESPOND WITH  
THE TOTAL ENTERED ON THE SUMMARY ON THE BACK OF THIS FORM.

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**BUDGET**

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**Estimated Receipts:**

Surplus estimated to be available for appropriations	\$ 325,000
Less: Amount of Fund Balance withheld for use in 20 <u>21</u> - <u>22</u> (Optional, but may not exceed 2% of Item A, page 1)	
State Aid	4,441,640
Federal Aid	2,500
Tax on Property	2,973,690
Tuition	
Other Sources	188,000
 <i>Total Revenues (Estimated)</i>	 \$ 7,930,830

**Estimated Appropriations:**

General Support	\$ 1,158,213
Instruction	3,405,113
Pupil Transportation	540,192
Community Services	2,000
Undistributed	2,825,312
 <i>Total Estimated General Fund Appropriations</i>	 \$ 7,930,830

**Balance—End of Budget Year (use only for a Planned Balance):** \$ \_\_\_\_\_

*Total Estimated Appropriations and Planned Balance* \$ 7,930,830



## SUMMARY OF TAX ROLL

Before the tax warrant and tax roll are placed in the hands of the collector the following summary should be made to prove up the tax roll. (See columns 2 and 4.)

After the tax warrant has passed into the hands of the collector, if changes are made to amend or correct the tax roll, revised final totals should be entered on the following form. (See columns 3 and 5.)

The summary totals as originally entered and proved, or as adjusted because of authorized changes made, shall be the basis of the collector's report to the trustee(s) or board of education at the expiration of the tax warrant.

TAX ROLL PAGE NO. (1)	TOTAL AMOUNT OF ASSESSED VALUATION (2)	CORRECTED TOTAL ASSESSED VALUATION (3)	TOTAL AMOUNT OF TAX LEVY (4)		CORRECTED TOTAL TAX LEVY (5)	
	\$	\$	\$		\$	
TOTALS CARRIED FORWARD	\$	\$	\$		\$	



FRANKLIN CENTRAL SCHOOL  
2021-2022 SUBSTITUTE LIST

<b><u>CERTIFIED TEACHERS:</u></b>	<b>Certified Area</b>	<b>Willing to Sub In:</b>
Bolger, Valarie	5/17-28 only avail 8-1 daily-6/1 avail everyday	Tues. & Thurs- until June 1
Dewing, Brett	English	Mon, Wed & Fri only June 1 avail everyday
Veraldi, Gerard	Science	7-12 HS Only
<b><u>NON-CERTIFIED</u></b>		
Archibald, Juliana	Any	
Campbell, Collin	Any	College Breaks
Chase, Nicholas	Any	College Breaks
Jones, Sierra	Any	Tues & Wed Only
Macak, Elizabeth	Any	
Maney, Cooper	Any	College Breaks
Opermolla, Molli	Any	College Breaks
<b><u>NON TEACHING</u></b>		
Archibald, Juliana	Aide	
Bagley, Marcia	Aide & Clerical	
Campbell, Collin	Aide	College Breaks
Carey, Cindy	Office	
Chase, Nicholas	Aide	College Breaks
Hyzer, Olivia	Aide	Not avail wkof-5-10-14-hit & miss after - due to other job
Jones, Sierra	Aide	Tues & Wed Only
Macak, Elizabeth	Aide, Cafe	
Maney, Cooper	Aide	College Breaks
Morely, Nancy	Aide	No Cafe
Opramolla, Molli	Aide	College Breaks
Seward, Marah	Aide, Café	
Sickler, Ellie	Aide	
Veraldi, Gerard	Aide	7-12 4-6
Wright, Miranda	Aide, Café	
<b><u>BUS DRIVERS</u></b>		
Elderkin, Alec		
Feather, Glenn		
<b><u>NURSE</u></b>		
Reynolds, Michelle		
As of 7/27/2021		

## 2021-2022 ADVISORS

PROGRAM	RECOMMENDATION
YEARBOOK-CREATIVE	Allecia Laing
YEARBOOK-FINANCIAL	Donna Dean
DRAMA-HIGH SCHOOL	Dorothy Frye-Hunt
DRAMA-ELEMENTARY	Dorothy Frye-Hunt
SENIOR CLASS	Nicole Seymour
JUNIOR CLASS	Erica Granger
SOPHOMORE CLASS	Jason Lohraseb
FRESHMAN	Contessa Nebesnik
EIGHTH GRADE	Maria Catalano
SEVENTH GRADE	Maria Catalano
HONOR SOCIETY	Donna Dean
JUNIOR HONOR SOCIETY	Donna Dean
BAND	Jonelle Goldman
CHORUS	Dorothy Frye-Hunt
VARSITY CLUB	Gerald Laing
STUDENT COUNCIL	Mikayla Fowler
SKI CLUB	Donna Cox
SKI CLUB EVENT MONITOR	Peggy Peterson, Steve Cox
SADD	Jayne Bolton & Jason Lohraseb
COLOR GUARD	Emily Chaloupka
LANGUAGE CLUB	Raquel Aedo-Temple
ART CLUB	Anne Wood
LEADERS CLUB (K-6)	Susan Fairchilds
LEADERS CLUB (7-12)	Mikayla Fowler

# Community Relations

## Policy 3411

### *Code of Conduct*

#### I. INTRODUCTION

The board of education ("board") is committed to providing a safe and orderly school environment where students may receive and district personnel may deliver quality educational services without disruption or interference. Responsible behavior by students, teachers, other district personnel, parents and other visitors is essential to achieving this goal.

The district has a long-standing set of expectations for conduct on school property and at school functions. These expectations are based on the principles of civility, mutual respect, citizenship, character, tolerance, honesty and integrity.

The board recognizes the need to clearly define these expectations for acceptable conduct on school property, to identify the possible consequences of unacceptable conduct, and to ensure that discipline when necessary is administered promptly and fairly. To this end, the board adopts this code of conduct ("code").

Unless otherwise indicated, this code applies to all students, school personnel, parents and other visitors when on school property or attending a school function.

#### II. DEFINITIONS

For purposes of this code, the following definitions apply.

**"Disruptive student"** means any student who substantially interferes with the educational process or the teacher's authority over the classroom.

**"Parent"** means parent, guardian or person in parental relation to a student.

**"Employee"** means any person receiving compensation from a school district or employee of a contracted service provider or worker placed within the school under a public assistance employment program, pursuant to title nine-B of article five of the Social Services Law, and consistent with the provisions of such title for the provision of services to such district, its students or employees, directly or

through contract, whereby such services performed by such person involve direct student contact (Education Law §§11[4] and 1125[3]).

**“Gender”** means actual or perceived sex and shall include a person’s gender identity or expression (Education Law §11[6]).

**“Sexual Orientation”** means actual or perceived heterosexuality, homosexuality or bisexuality (Education Law §11[5]).

**“School property”** means in or within any building, structure, athletic playing field, playground, parking lot or land contained within real property boundary line of a public elementary or secondary school, or in or on a school bus, as defined in Vehicle and Traffic Law §142.

**“School function”** means any school-sponsored extra-curricular event or activity.

**“School Bus”** means every motor vehicle owned by a public or governmental agency or private school and operated for the transportation of pupils, children of pupils, teachers and other persons acting in a supervisory capacity, to or from school or school activities, or, privately owned and operated by compensation for the transportation of pupils, children of pupils, teachers and other persons acting in a supervisory capacity to or from school or school activities (Education Law §11[1] and Vehicle and Traffic Law §142).

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

Bullying is a form of harassment that consists of inappropriate and often persistent behavior including threats or intimidation of others, treating others cruelly, terrorizing, coercing or habitual put-downs and or badgering of others. Bullying occurs when someone purposely says or does mean or hurtful things to another person who has a hard time defending oneself or is in an otherwise vulnerable position.

**“Cyber-bullying”** refers to any harassment/bullying, on or off school property, which occurs via the internet, cell phones or other electronic devices.

**“Sexting”** refers to an act of sending sexually explicit photos, images, text messages, or e-mails by using a cell phone or other electronic device.

**“Disability”** means (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 (b) a record of such an impairment or (C) 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[4] and Executive Law §292[21]).

**“Emotional Harm”** that takes place in the context of harassment or bullying shall be defined as harm to a student’s emotional well-being through creation of a hostile school environment that is so severe or pervasive as to unreasonably and substantially interfere with a student’s education. Such conduct shall include, but is not limited to, acts based on a person’s actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex.

**“Weapon”** means a firearm as defined in 16 USC §921 for purposes of the Gun-Free Schools Act, knives or any other weapon that can cause physical injury or death when used to cause physical injury or death.

### III. STUDENT RIGHTS AND RESPONSIBILITIES

#### A. *Student Rights*

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

Take part in all district activities on an equal basis regardless of real or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex.

Present their version of the relevant events to school personnel authorized to impose a disciplinary penalty in connection with the imposition of the penalty.

Access school rules and receive an explanation of those rules in an age appropriate manner on at least an annual basis from school personnel.

#### B. *Student Responsibilities*

All district students have the responsibility to:

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

#### **IV. ESSENTIAL PARTNERS**

It is expected that parents or persons in parental relation, Board of Education members, teachers and administrators will work together to educate the children of Franklin Central School as a collaborative responsibility.

All parents or parental relations are expected to:

1. Recognize the importance of their child(ren)'s education and to send them to school regularly, on time and ready to learn.
2. Instill in their children a supportive attitude towards the programs and rules of the school and promote positive relationships with others.
3. Maintain open communication between the home and school.
4. Report to the appropriate school-designated staff member incidents of bullying, cyber-bullying, harassment, and/or intimidation that directly impact the school environment.

All district and school personnel are expected to:

1. Create and maintain a climate of mutual respect and dignity which will strengthen a student's self concept and promote confidence to learn.
2. Promote a safe, orderly and stimulating school environment, supporting active teaching and learning.
3. Maintain open communication between the school and home.



4. Demonstrate tolerance, respect and dignity toward others and self regardless of real or perceived race, weight, national origin, ethnic groups, religion, religious practice, mental or physical abilities, sexual orientation, gender identity or sex.
5. Participate in training to ensure in creating a school environment that is free of bullying, harassment and intimidation.
6. Address bullying and harassment incidents that occur within the school to help ensure the creation of a positive learning environment for all students.
7. Report occurrences of bullying, cyber-bullying or harassment to the appropriate school staff members; School Counselor, or DASA Coordinator.

All members of the Board of Education are expected to:

1. Collaborate with student, teacher, administrator, and parent organizations, school safety personnel and other school personnel to develop a code of conduct that clearly defines expectations for the conduct of students, district personnel and visitors on school property and at school functions.
2. Adopt and review at least annually the district's code of conduct to evaluate the code's effectiveness and the fairness and consistency of its implementation.
3. Lead by example by conducting board meetings in a professional, respectful, courteous manner.
4. Maintain confidentiality in accordance with federal and state law.

#### **V. STUDENT DRESS CODE and PERSONAL ELECTRONIC DEVICES (not including Chromebooks or school issued devices)**

##### *Student Dress Code*

All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. Students and their parents have the primary responsibility for acceptable student dress and appearance. Teachers and all other district personnel should exemplify and reinforce acceptable student dress and help students develop an understanding of appropriate appearance in the school setting.

A student's dress, grooming and appearance, including hair style/color, jewelry, make-up, and nails, shall:

- All undergarments must be completely covered
- Shirts must cover the student from armpit to armpit
- Shirt sleeves must cover at least two inches of the shoulder
- Students must comply with day to day teacher discretion for safety in regards to footwear (sneakers in gym, closed toes in labs, or other examples of that nature)
- Students may not wear clothing that endorses inappropriate activity, such as alcohol/illegal drug usage including marijuana.

- Students may not wear clothing that contains profanity or inappropriate content
- Students may not wear sunglasses in the building
- Students may not wear large winter clothing in the building
- Students may not wear hoods in the building
- Hats are permitted in the building but may be prohibited as per teacher discretion. Students are required to comply with teacher discretion.
- Shorts and skirts should not be shorter than a student's middle finger when their arms are relaxed at their sides, nor should they be shorter than the midpoint of the student's thigh.

Students who violate the student dress code shall be required to modify their appearance by covering or removing the offending item, and if necessary or practical, replacing it with an acceptable item. Any student who refuses to do so shall be subject to discipline, up to and including in-school suspension for the day. Any student who repeatedly fails to comply with the dress code shall be subject to further discipline, up to and including out of school suspension.

Anything not covered in the dress code is at the discretion of a school administrator.

*Personal Electronic Devices (not including Chromebooks or school issued devices)*

All personal electronic devices should be stored out of sight with ringers silenced during all instructional periods.

Students are allowed to use personal electronic devices as per staff discretion in lunch and Study Halls as long as the student is not on the Restricted List, Ineligible List, or No Devices List.

Students may not use electronic devices inappropriately. Inappropriate usage includes but is not limited to:

- Bullying and Harassment
- Sexting
- Unauthorized use of photos or videos during school hours
- Cheating on tests and assignments

Personal Electronic Devices are not to be used or visible in Rest Rooms or Locker Rooms.

Students must comply with staff directives regarding Personal Electronic Devices including surrendering their device if caught violating this policy in any way.

Violation of any parts of the above policy will result in loss of the privilege (placed on the no Devices List) and/or further disciplinary consequences.

The Building Principal or his/her designee shall be responsible for informing all students and their parents of the student dress code and personal electronic devices at the beginning of the school year and any revisions to the dress code made during the school year.

## **VI. PROHIBITED STUDENT CONDUCT**

The Board recognizes the need to make its expectations for student conduct while on school property or engaged in a school function specific and clear. The rules of conduct listed below are intended to do that and focus on safety and respect for the rights and property of others. Students who will not accept responsibility for their own behavior and who violate these school rules will be required to accept the consequences for their conduct.

The Board of Education is committed to providing an educational environment that promotes respect, dignity and equality. The Board recognizes that harassment, hazing, bullying, and cyber-bullying is detrimental to student learning and achievement. It interferes with the mission of the district to educate our students and disrupts the operation of our schools. Such behavior affects not only the students who are its targets but also those individuals who participate and witness such acts.

The Board condemns and strictly prohibits all forms of harassment, hazing, bullying, and cyber-bullying on school grounds, school buses, and at all school-sponsored activities, programs, and events, including those that take place at a location outside the district that materially and substantially disrupts the educational process of the school environment or impinge on the rights of others.

Students may be subject to disciplinary action, up to and including suspension from school, when they:

- A. Engage in conduct that is disorderly, disruptive or dishonest. Examples of disorderly conduct include, but are not limited to:
  1. Using language or gestures that are profane, lewd, vulgar or abusive.
  2. Lying to school personnel.
  3. Engaging in any willful act which disrupts the normal operation of the school community.
  4. Computer/electronic communications misuse, including any unauthorized use of computer, software, or internet/intranet account; accessing inappropriate websites; or any other violation of the district's acceptable use policy.
  5. Failure to comply with the reasonable directions of teachers, school administrators or other school personnel in charge of students.

6. Engage in cyber-bullying behaviors.

B. Engage in conduct that is insubordinate. Examples of insubordinate conduct include, but are not limited to:

1. Failing to comply with the reasonable directions of teachers, school administrators or other school employees in charge of students or otherwise demonstrating disrespect.
2. Lateness for, missing or leaving school without permission.
3. Wearing inappropriate/offensive clothing in school
4. Skipping detention or Alternate Learning Assignment.

C. Engage in conduct that is violent. Examples of violent conduct include, but are not limited to:

1. Committing an act of violence (such as hitting, kicking, punching, and scratching) upon a student, teacher, administrator, other school employee or any other person lawfully on school property, in a school vehicle or attempting to do so.
2. Possessing a weapon. Authorized law enforcement officials are the only persons permitted to have a weapon in their possession while on school property or at a school function.
3. Displaying what appears to be a weapon.
4. Threatening to use any weapon.
5. Intentionally damaging or destroying the personal property of a student, teacher, administrator or other district employee or any person lawfully on school property, including graffiti or arson, or attempting to do so.
6. Intentionally damaging or destroying school district property, or attempting to do so.

D. Engage in any conduct that endangers the safety, physical or mental health or welfare of others. Examples of such conduct include, but are not limited to:

1. Using vulgar or abusive language, cursing or swearing.
2. Stealing or attempting to steal the property of other students, school personnel or any other person lawfully on school property or attending a school function.
3. Defamation, which includes making false or unprivileged statements or representations about an individual or identifiable group of individuals that harm the reputation of the person or the identifiable group by demeaning them.
4. Discrimination: students are not allowed to discriminate against, harass, or bully other students based on actual or perceived race, color, weight,

- national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex on school property or at a school function.
5. Harassment, which includes a sufficiently severe action or a persistent, pervasive pattern of actions or statements directed at an identifiable individual or group which are intended to be, or which a reasonable person would perceive as, ridiculing or demanding.
  6. Bullying of other students.
  7. Intimidation, which includes engaging in actions or statements that put an individual in fear of bodily harm.
  8. Sexting or cyberbullying
  9. Selling, using, distributing or possessing obscene material.
  10. The use, possession, sale or gift of tobacco products, any drug or controlled substance, including marijuana or any instruments for the use of such drugs, controlled substance or marijuana such as a pipe (including e-cigarettes and other devices designed for inhalation purposes), syringe or other paraphernalia, while on school property or at a school function or school sponsored function or on a bus going to or from a school function or school sponsored function is strictly prohibited. Exception is any drug taken in accordance with a current prescription signed by a physician which is taken by the particular student at the time question or administered through the Health Office.
  11. Indecent exposure, that is, exposure to sight of the private parts of the body in a lewd or indecent manner.
  12. Initiating a report warning of fire or other catastrophe without valid cause, misuse of 911, or discharging a fire extinguisher.
  13. Off-campus misconduct that endangers the health and safety of students and/or staff within the school or can reasonably be forecast to substantially disrupt the educational process. Examples of such misconduct include, but are not limited to:
    - Cyber-bullying (i.e. inflicting willful and repeated harm through the use of electronic text)
    - Threatening or harassing students or school personnel over the phone or other electronic medium.

## **VII. REPORTING VIOLATIONS**

All students are expected to promptly report violations of the code of conduct to a teacher, school counselor, or the Principal, Principal designee or the Superintendent, especially when observing a student possessing a weapon, alcohol, or illegal substance on school property or at a school function.

Bullying, discrimination of protected classes, hazing, sexting, cyberbullying, harassment, and/or intimidation violations must be reported to any school personnel

member. They will also be reported to the Dignity Act Coordinator so that incidents can be addressed and recorded for the monitoring of school-wide trends.

Students and staff may report violations to the School Counselor or DASA Coordinator.

Retaliation against any individual who, in good faith, reports or assists in the investigation of harassment, bullying and/or discrimination is strictly prohibited.

All district staff who are authorized to impose disciplinary sanctions are expected to do so in a prompt, fair and lawful manner. District staff who are not authorized to impose disciplinary sanctions are expected to promptly report violations of the code of conduct to their supervisor, who shall in turn impose an appropriate disciplinary sanction, if so authorized, or refer the matter to a staff member who is authorized to impose an appropriate sanction.

Any weapon, alcohol or illegal substance found shall be confiscated immediately, if possible, followed by notification to the parent of the student involved and the appropriate disciplinary sanction, which may include permanent suspension and referral for prosecution.

In addition to any other consequences, the Building Principal or his or her designee may notify the police where the misconduct is suspected to constitute a crime. The District shall notify the police where there is reasonable suspicion of child abuse within the educational setting, as well as where required by law.

## **VIII. DISCIPLINARY PENALTIES, PROCEDURES AND REFERRALS**

Discipline is most effective when it deals with the problem at the time and place it occurs, and in a way that students view as fair and impartial. School personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the student's ability to grow in self-discipline.

Disciplinary action, when necessary, will be firm, fair and consistent so as to be the most effective in changing student behavior. In determining the appropriate disciplinary action, school personnel authorized to impose disciplinary penalties will consider the following:

1. The student's age.
2. The nature of the offense and the circumstances which led to the offense.
3. The student's prior disciplinary record.
4. The effectiveness of other forms of discipline.
5. Information from parents, teachers and/or others, as appropriate.
6. Other extenuating circumstances.

Depending on the nature of the violation, it is the Board's desire that student discipline be progressive, i.e., a student's first violation may merit a lighter penalty than subsequent violations. It is also the Board's desire that staff take into account all other relevant factors in determining an appropriate penalty. The following penalties may be imposed either alone or in combination. Based upon the circumstances, it is at the discretion of school staff to determine the penalty warranted by a particular violation.

If the conduct of a student is related to a disability or suspected disability, the student shall be referred to the Committee on Special Education and discipline, if warranted, shall be administered consistent with the separate requirements of this Code of Conduct for disciplining students with a disability or presumed to have a disability. A student identified as having a disability shall not be disciplined for behavior caused by or had a direct and substantial relationship to the disability or if the conduct was a direct result of the district's failure to implement the IEP.

#### **A. Penalties**

Students who are found to have violated the district's Code of Conduct may be subject to the following penalties, either alone or in combination.

1. Oral warning
2. Written warning
3. Time out
4. Oral and written notification to parent
5. Detention
6. Suspension from transportation
7. Suspension from athletic participation
8. Suspension from social or extracurricular activities
9. Suspension of other privileges
10. In-school suspension or exclusion from a particular class
11. Removal from classroom by teacher or principal
12. Short-term (five days or less) suspension from school
13. Long-term (more than five days) suspension from school
14. Permanent suspension from school

#### **B. Disciplinary and Remedial Consequences**

The district emphasizes the creation and maintenance of a positive learning environment for all students. Measured, balanced, and age-appropriate responses to the discrimination and harassment of students by students and/or employees on school property, including school functions, with remedies and procedures focusing on intervention and education is needed to maintain the desired learning climate. Remedial responses which may be utilized include:

1. Peer support groups; corrective instruction or other relevant learning or service experience;
2. Supportive intervention;
3. Behavioral assessment or evaluation;
4. Behavioral management plans, with benchmarks that are closely monitored;
5. Student counseling and parent conferences.

Beyond these individual-focused remedial responses, school-wide or environmental remediation can be an important tool to prevent discrimination and harassment.

Environmental remediation strategies may include:

1. Supervisory systems which empower school staff with prevention and intervention tools to address incidents of bullying and harassment;
2. School and community surveys or other strategies for determining the conditions contributing to the relevant behavior;
3. Adoption of research-based, systemic harassment prevention programs;
4. Modification of schedules;
5. Adjustment in hallway traffic and other student routes of travel;
6. Targeted use of monitors;
7. Staff professional development;
8. Parent conferences;
9. Involvement of parent-teacher organizations; and
10. Peer support groups;
11. Structured Study Hall.

### **C. Procedures**

The amount of due process a student is entitled to receive before a penalty is imposed depends on the penalty being imposed. In all cases, regardless of the penalty imposed, the school personnel authorized to impose the penalty must inform the student of the alleged misconduct and must investigate, to the extent necessary, the facts surrounding the alleged misconduct. All students will have an opportunity to present their version of the facts to the school personnel imposing the disciplinary penalty in connection with the imposition of the penalty.

### **Minimum Periods of Suspension**

1. Any student found guilty of bringing a weapon onto school property will be subject to suspension from school for at least one calendar year. Before being suspended, the student will have an opportunity for a hearing pursuant to Education Law §3214. The Superintendent has the authority to modify the one-year suspension on a case-by-case basis. In deciding whether to modify the penalty, the Superintendent may consider the following:
  - a. The student's age.



- b. The student's grade in school.
  - c. The student's prior disciplinary record.
  - d. The Superintendent's belief that other forms of discipline may be more effective.
  - e. Input from parents, teachers and/or others.
  - f. Other extenuating circumstances.
2. Students who commit violent acts other than bringing a weapon on school property shall be subject to suspension from school for one to five days. The Superintendent has the authority to modify the minimum suspension on a case-by-case basis. In deciding whether to modify the penalty, the superintendent may consider the same factors considered in modifying a one-year suspension for possessing a weapon.
3. Any student who repeatedly is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom will be suspended from school for one to five days. The Superintendent has the authority to modify the minimum suspension on a case-by-case basis. In deciding whether to modify the penalty, the Superintendent may consider the same factors considered in modifying a one-year suspension for possessing a weapon.

## **IX. ALTERNATIVE INSTRUCTION**

When a student of any age is removed from class by a teacher or a student of compulsory attendance age is suspended from school pursuant to Education Law §3214, the district will take immediate steps to provide alternative means of instruction for the student.

## **X. DISCIPLINE OF STUDENTS WITH DISABILITIES**

The Board of Education recognizes that it may be necessary to suspend, remove or otherwise discipline students with disabilities who violate the district's student code of conduct, and/or to temporarily remove a student with disabilities from his or her current placement because maintaining the student in that placement is substantially likely to result in injury to the student or to others. The Board also recognizes that students with disabilities deemed eligible for special education services under the IDEA and Article 89 of New York's Education Law enjoy certain procedural protections that school authorities must observe when they decide to suspend or remove them. Under certain conditions those protections extend, as well, to students not currently deemed to be a student with a disability but determined to be a student presumed to have a disability for discipline purposes.

Therefore, the Board is committed to ensuring that the district follows suspension and removal procedures that are consistent with those protections. The code of conduct for students is intended to afford students with disabilities and students presumed to have a disability for discipline purposes the express rights they enjoy under applicable law and regulations.

### *Definitions*

For purposes of this portion of the code of conduct, and consistent with applicable law and regulations, the following definitions will apply:

1. *Behavioral intervention plan* (BIP) means a plan that is based on the results of a functional behavioral assessment and that, at a minimum, includes a description of the problem behavior, global and specific hypotheses as to why the problem behavior occurs, and intervention strategies that include positive behavioral supports and services to address the behavior.
2. *Controlled substance* means a drug or other substance abuse identified under schedule I, II, III, IV, or V in section 202(c) of the Controlled Substances Act (21 USC § 812(c)).
3. *Disciplinary change in placement* means a suspension or removal from a student's current educational placement that is either:
  - a. For more than 10 consecutive school days; or
  - b. For a period of 10 consecutive school days or less if the student is subjected to a series of suspensions or removals that constitute a pattern because they cumulate to more than 10 school days in a school year, because the student's behavior is substantially similar to the student's behavior in previous incidents that resulted in the series of removals, and because of such additional factors as the length of each suspension or removal, the total amount of time the student has been removed and the proximity of the suspensions or removals to one another.
4. *Illegal drug* means a controlled substance, but does not include a controlled substance legally possessed or used under the supervision of a licensed health-care professional, or a substance that is otherwise legally possessed or used under the authority of the Controlled Substances Act or under any other provision of federal law.

5. *Interim alternative educational setting (IAES)* means a temporary educational placement, other than the student's current placement at the time the behavior precipitating the IAES placement occurred. An IAES must allow a student to continue to receive educational services that enable him or her to continue to participate in the general curriculum and progress toward meeting the goals set out in the student's individualized education program; as well as to receive, as appropriate, a functional behavioral assessment and behavioral intervention services and modifications designed to address the behavior violation so that it does not recur.

6. *Manifestation review* means a review of the relationship between the student's disability and the behavior subject to disciplinary action required when the disciplinary action results in a disciplinary change of placement, and conducted in accordance with requirements set forth later in this policy

7. *Manifestation team* means a district representative knowledgeable about the student and the interpretation of information about child behavior, the parent, and relevant members of the committee on special education as determined by the parent and the district.

8. *Removal* means a removal of a student with a disability for disciplinary reasons from his or her current educational placement, other than a suspension; and a change in the placement of a student with a disability to an IAES.

9. *School day* means any day, including a partial day, that students are in attendance at school for instructional purposes.

10. *Serious bodily injury* means bodily injury which involves a substantial risk of death, extreme physical pain, protracted obvious disfigurement or protracted loss or impairment of the function of a bodily member, organ or mental faculty.

11. *Student presumed to have a disability for discipline purposes* means a student who, under the conditions set forth later in this policy, the district is deemed to have had knowledge was a student with a disability before the behavior that precipitated the disciplinary action.

12. *Suspension* means a suspension pursuant to §3214 of New York's Education Law.

13. *Weapon* means the same as the term "dangerous weapon" under 18 USC §930(g)(2) which includes a weapon, device, instrument, material or substance, animate or inanimate, that is used for, or is readily capable of causing death or

serious bodily injury, except a pocket knife with a blade of less than two and one-half inches in length.

#### *Authority of School Personnel to Suspend or Remove Students with Disabilities*

The Board, District Superintendent, Superintendent of Schools or a Building Principal with authority to suspend students under the Education Law may order the placement of a student with a disability into an IAES, another setting or suspension for a period not to exceed five consecutive school days.

The Superintendent may, directly or upon the recommendation of a designated hearing officer, order the placement of a student with a disability into an IAES, another setting or suspension for a period not to exceed ten consecutive school days inclusive of any period in which the student has been suspended or removed for the same behavior pursuant to the above paragraph, if the Superintendent determines that the student's behavior warrants the suspension.

The Superintendent also may order additional suspensions of not more than ten consecutive school days in the same school year for separate incidents of misconduct, as long as the suspensions do not constitute a disciplinary change of placement.

In addition, the Superintendent may order the placement of a student with a disability into an IAES, another setting or suspension for a period in excess of ten consecutive school days if the manifestation team determines that the student's behavior was not a manifestation of the student's disability. In such an instance, the Superintendent may discipline the student in the same manner and for the same duration as a non-disabled student.

Furthermore, the Superintendent may, directly or upon the recommendation of a designated hearing officer, order the placement of a student with a disability to an IAES to be determined by the committee on special education for a period of up to 45 school days if the student either:

1. Carries or possesses a weapon to or at school, on school premises or to a school function, or
2. Knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance while at school, on school premises or at a school function under the district's jurisdiction, or
3. Has inflicted serious bodily injury upon another person while at school, on school premises or at a school function under the district's jurisdiction.

The Superintendent may order the placement of a student with a disability to an IAES under such circumstances, whether or not the student's behavior is a manifestation of

the student's disability. However, the committee on special education will determine the IAES.

*Procedures for the Suspension or Removal of Students with Disabilities by School Personnel*

1. In cases involving the suspension or removal of a student with a disability for a period of five consecutive school days or less, the student's parents or persons in parental relation to the student will be notified of the suspension and given an opportunity for an informal conference in accordance with the same procedures that apply to such short term suspensions of non-disabled students.
2. The suspension of students with disabilities for a period in excess of five school days will be subject to the same due process procedures applicable to non-disabled students, except that the student disciplinary hearing conducted by the Superintendent or a designated hearing officer shall be bifurcated into a guilt phase and a penalty phase. Upon a finding of guilt, the Superintendent or the designated hearing officer will await notification of the determination by the manifestation team as to whether the student's behavior was a manifestation of his or her disability. The penalty phase of the hearing may proceed after receipt of that notification. If the manifestation team determined that the behavior was not a manifestation of the student's disability, the student may be disciplined in the same manner as a non-disabled student, except that he or she will continue to receive services as set forth below. However, if the behavior was deemed a manifestation of the student's disability, the hearing will be dismissed, unless the behavior involved concerned weapons, illegal drugs or controlled substances, or the infliction of serious bodily injury, in which case the student may still be placed in an IAES.

*Limitation on Authority of School Personnel to Suspend or Remove Students with Disabilities*

The imposition of a suspension or removal by authorized school personnel may not result in a disciplinary change of placement of a student with a disability that is based on a pattern of suspensions or removals as set forth above in the *Definitions* section of this policy, unless:

1. The manifestation team determines that the student's behavior was not a manifestation of the student's disability, or
2. The student is removed to an IAES for behavior involving weapons, illegal drugs or controlled substances, or the infliction of serious bodily injury as set forth above.

School personnel will consider any unique circumstances on a case-by-case basis when determining whether a disciplinary change in placement is appropriate for a student with a disability who violates the district's code of conduct.

In addition, school personnel may not suspend or remove a disability in excess of the amount of time that a non-disabled student would be suspended for the same behavior.

#### *Parental Notification of a Disciplinary Change of Placement*

The district will provide the parents of a student with a disability notice of any decision to make a removal that constitutes a disciplinary change of placement because of a violation of the student code of conduct. Such notice will be accompanied by a copy of the procedural safeguards notice.

#### *Authority of an Impartial Hearing Officer to Remove a Student with a Disability*

An impartial hearing officer may order the placement of a student with a disability to an IAES for up to 45 school days at a time if he or she determines that maintaining the current placement of the student is substantially likely to result in injury to the student or to others. This authority applies whether or not the student's behavior is a manifestation of the student's disability.

#### *Manifestation Review*

A review of the relationship between a student's disability and the behavior subject to disciplinary action to determine if the conduct is a manifestation of the student's disability will be made by the manifestation team immediately, if possible, but in no case later than 10 school days after a decision is made by:

1. The Superintendent to change the placement of a student to an IAES;
2. An impartial hearing officer to place a student in an IAES; or
3. The Board, the Superintendent, or Building Principal to impose a suspension that constitutes a disciplinary change in placement.

The manifestation team must determine that the student's conduct was a manifestation of the student's disability if it concludes that the conduct in question was either:

1. Caused by or had a direct or substantial relationship to the student's disability, or
2. The direct result of the district's failure to implement the student's individualized education program.

The manifestation team must base its determination on a review all relevant information in the student's file including the student's individualized education program, any teacher observations, and any relevant information provided by the parents.

If the manifestation team determines that the student's conduct is a manifestation of the student's disability, the district will:

1. Have the committee on special education conduct a functional behavioral assessment of the student and implement a behavioral intervention plan, unless the district had already done so prior to the behavior that resulted in the disciplinary change of placement occurred. However, if the student already has a behavioral intervention plan, the CSE will review the plan and its implementation, and modify it as necessary to address the behavior.
2. Return the student to the placement from which he or she was removed, unless the change in placement was to an IAES for conduct involving weapons, illegal drugs or controlled substances or the infliction of serious bodily injury, or the parents and the district agree to a change in placement as part of the modification of the behavioral intervention plan.

If the manifestation team determines that the conduct in question was the direct result of the district's failure to implement the student's individualized education program, the district will take immediate steps to remedy those deficiencies.

#### *Services for Students with Disabilities during Periods of Suspension or Removal*

Students with disabilities who are suspended or removed from their current educational setting in accordance with the provisions of this policy and applicable law and regulation will continue to receive services as follows:

1. During suspensions or removals of up to 10 school days in a school year that do not constitute a disciplinary change in placement, the district will provide alternative instruction to students with disabilities of compulsory attendance age on the same basis as non-disabled students. Students with disabilities who are not of compulsory attendance age will receive services during such periods of suspension or removal only to the same extent as non-disabled students of the same age would if similarly suspended.
2. During subsequent suspensions or removals of up to 10 school days that in the aggregate total more than 10 school days in a school year but do not constitute a disciplinary change in placement, the district will provide students with disabilities services necessary to enable them to continue to participate in the general education curriculum and to progress toward meeting the goals set out in their respective individualized education program. School personnel, in

consultation with at least one of the student's teachers, will determine the extent to which services are needed to comply with this requirement.

In addition, during such periods of suspension or removal the district will also provide students with disabilities services necessary for them to receive, as appropriate, a functional behavioral assessment, and behavioral intervention services and modifications designed to address the behavior violation so that it does not recur.

3. During suspensions or removals in excess of 10 school days in a school year that constitute a disciplinary change in placement, including placement in an IAES for behavior involving weapons, illegal drugs or controlled substances, or the infliction of serious bodily injury, the district will provide students with disabilities services necessary to enable them to continue to participate in the general curriculum, to progress toward meeting the goals set out in their respective individualized education program, and to receive, as appropriate, a functional behavioral assessment, and behavioral intervention services and modifications designed to address the behavior violation so it does not recur.

In such an instance, the committee on special education will determine the appropriate services to be provided.

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

The parent of a student who is facing disciplinary action but who was not identified as a student with a disability at the time of misconduct has the right to invoke any of the protections set forth in this policy in accordance with applicable law and regulations, if the district is deemed to have had knowledge that the student was a student with a disability before the behavior precipitating disciplinary action occurred and the student is therefore a student presumed to have a disability for discipline purposes.

If it is claimed that the district had such knowledge, it will be the responsibility of the Superintendent, Building Principal or other authorized school official imposing the suspension or removal in question for determining whether the student is a student presumed to have a disability for discipline purposes. The district will be deemed to have had such knowledge if:

1. The student's parent 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 does not know how to write or has a disability that prevents a written statement; or
2. The student's parent has requested an evaluation of the student; or
3. 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 director of special education or other supervisory personnel.



Nonetheless, a student will not be considered a student presumed 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,

1. The student's parent has not allowed an evaluation of the student; or
2. The student's parent has refused services; or
3. 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 is a student with 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 engaged 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 can include suspension.

#### *Expedited Due Process Hearings*

The district will arrange for an expedited due process hearing upon receipt of or filing of a due process complaint notice for such a hearing by:

1. The district to obtain an order of an impartial hearing officer placing a student with a disability in an IAES where school personnel maintain that it is dangerous for the student to be in his or her current educational placement;
2. The district during the pendency of due process hearings where school personnel maintain that it is dangerous for the student to be in his or her current educational placement during such proceedings;
3. The student's parent regarding a determination that the student's behavior was not a manifestation of the student's disability; or
4. The student's parent relating to any decision regarding placement, including but not limited to any decision to place the student in an IAES.

The district will arrange for, and an impartial hearing officer will conduct, an expedited due process hearing in accordance with the procedures established in Commissioner's regulations. Those procedures include but are not limited to convening a resolution meeting, and initiating and completing the hearing within the timelines specified in those regulations.

When an expedited due process hearing has been requested because of a disciplinary change in placement, a manifestation determination, or because the district believes that maintaining the student in the current placement is likely to result in injury to the student or others, the student will remain in the IAES pending the decision of the impartial hearing officer or until the expiration of the period of removal, whichever occurs first unless the student's parent and the district agree otherwise.

### *Referral to Law Enforcement and Judicial Authorities*

Consistent with its authority under applicable law and regulations, the district will report a crime committed by a student with a disability to appropriate law enforcement and judicial authorities. In such an instance, The Superintendent will ensure that copies of the special education and disciplinary records of the student are transmitted for consideration to the appropriate authorities to whom the crime is reported, to the extent that the transmission is permitted by the Family Educational Rights and Privacy Act (FERPA).

## **XI. STUDENT SEARCHES**

The Board of Education is committed to ensuring an atmosphere on school property and at school functions that is safe and orderly. To achieve this kind of environment, any school official authorized to impose a disciplinary penalty on a student may question a student about an alleged violation of law or the district Code of Conduct. Students are not entitled to any sort of "Miranda" type warning before being questioned by school officials, nor are school officials required to contact a student's parent before questioning the student. However, school officials will tell all students why they are being questioned.

Lockers (even if the student owns the lock), desks, cubbyholes, etc., are the property of the school and subject to inspection *without cause*, at any time, *without notice or the student's or parent's permission or presence*. Students should take this policy into account when deciding whether to store personal belongings in such places.

In addition, the board authorizes the superintendent, building principals, the school nurse and district security officials to conduct searches of students and their belongings if the authorized school official has reasonable suspicion to believe that the search will result in evidence that the student violated the law or the district Code of Conduct.

An authorized school official may conduct a search of a student's belongings that is minimally intrusive, such as touching the outside of a book bag, without reasonable suspicion, so long as the school official has a legitimate reason for the very limited search.

An authorized school official may search a student or the student's belongings based upon information received from a reliable informant. Individuals, other than the district employees, will be considered reliable informants if they have previously supplied information that was accurate and verified, or they make an admission against their own interest, or they provide the same information that is received independently from other sources, or they appear to be credible and the information they are communicating relates to an immediate threat to safety. District employees will be considered reliable informants unless they are known to have previously supplied information that they knew was not accurate.

Searches of student's persons includes any search that involves physical contact with the student's body, including clothing worn by the student, or the requirement that the student remove clothing, with the exception of outer garments such as coats, jackets, sweatshirts, sweaters, vests, etc., removal of clothing shall be limited to removal of socks and shoes and articles of clothing that will not expose the student's undergarments and private areas. These searches also include, but are not limited to pat-down searches, hand held metal detectors, alcohol sensing equipment, and the sniffing of a student by police search dogs.

Searches of the student's person should be performed or witnessed by at least one school employee who is the same gender as the student searched.

These searches will only be undertaken if the school superintendent, building principal, assistant/associate principal or other administrator is present and if the administrator has reasonable grounds for suspecting that the search will uncover evidence that the student has violated or is violating the law or the rules of the school.

Before searching a student or the student's belongings, the authorized school official should request the student to admit that he or she possesses physical evidence that they violated the law or the district code, or request the student to voluntarily consent to the search. Searches will be limited to the extent necessary to locate the evidence sought.

Whenever practicable, searches will be conducted in the privacy of administrative offices and students will be present when their possessions are being searched.

### **A. Documentation of Searches**

The authorized school official conducting the search shall be responsible for promptly recording the following information about each search:

1. Name, age and grade of student searched.
2. Reasons for the search.
3. Name of any informant(s).
4. Purpose of search (that is, what item(s) were being sought).

5. Type and scope of search.
6. Person conducting search and his or her title and position.
7. Witnesses, if any, to the search.
8. Time and location of search.
9. Results of search (that is, what items(s) were found).
10. Disposition of items found.
11. Time, manner and results of parental notification.

The building principal or the principal's designee shall be responsible for the custody, control and disposition of any illegal or dangerous item taken from a student. The principal or his or her designee shall clearly label each item taken from the student and retain control of the item(s), until the item(s) is turned over to the police. The principal or his or her designee shall be responsible for personally delivering dangerous or illegal items to police authorities.

## **B. Police Involvement in Searches and Interrogations of Students**

District officials are committed to cooperating with police officials and other law enforcement authorities to maintain a safe school environment. Police officials, however, have limited authority to interview or search students in schools or at school functions, or to use school facilities in connection with police work. Police officials may enter school property or a school function to question or search a student or to conduct a formal investigation involving students only if they have:

1. A search or an arrest warrant; or
2. Probable cause to believe a crime has been committed on school property or at a school function; or
3. Been invited by school officials.
4. When the search is of a person placed under arrest and the search is incidental to arrest as normal police procedures require.
5. The interview is that of a witness, rather than a suspect.

Under most circumstances, before police officials are permitted to question or search any student, the building principal or his or her designee shall first try to notify the student's parent or legal guardian to give the parent or legal guardian of the student the opportunity to be present during the police questioning or search. If the student's parent or legal guardian cannot be contacted prior to the police questioning or search, the questioning or search shall not be conducted, in most circumstances. It is understood that certain circumstances require immediate action be taken by law enforcement and in such cases, if a parent or legal guardian cannot be contacted, the building principal or designee or superintendent may deem it necessary to proceed with the law enforcement task. The principal or designee or superintendent will also be present during any police questioning or search of a student on school property or at a school function, with the possible exception of a search conducted incidental to arrest. It is

further understood that certain events may take place where criminal acts are being committed and there is danger of physical injury to others as a result of these actions and law enforcement must be allowed to act unimpeded to stop the acts being committed. Further, law enforcement officials observing criminal acts taking place shall be able to operate as they normally would in any other location.

When police have properly entered the school and desire to interview students in the school, the students must be afforded the same rights they have outside the school. The police will inform them (students) of those rights.

### **C. Child Protective Services Investigations**

Consistent with the district's commitment to keep students safe from harm and the obligation of school officials to report to child protective services when they have reasonable cause to suspect that a student has been abused or maltreated, the district will cooperate with local child protective services workers who wish to conduct interviews of students on school property relating to allegations of suspected child abuse, and/or neglect, or custody investigations.

All requests by child protective services to interview a student on school property shall be made directly to the building principal or his or her designee. The principal or his or her designee shall set the time and place of the interview. The principal or designee shall decide if it is necessary and appropriate for the school official to be present during the interview, depending on the age of the student being interviewed and the nature of the allegations. If the nature of the allegations is such that it may be necessary for the student to remove any of his or her clothing in order for the child protective services worker to verify the allegations, the school nurse or other district medical personnel must be present during that portion of the interview. No student may be required to remove his or her clothing in front of a child protective services worker or school district official of the opposite sex.

A child protective services worker may not remove a student from school property without a court order, unless the worker reasonably believes that the student would be subject to danger of abuse if not he or she were not removed from school before a court order can reasonably be obtained. If the worker believes the student would be subject to danger of abuse, the worker may remove the student without a court order and without the parent's consent.

## **XII. VISITORS TO THE SCHOOL**

The Board recognizes that the success of the school program depends, in part, on support by the larger community. The Board wishes to foster a positive climate where members of the community have the opportunity to observe the hard work and

accomplishments of the students, teachers and other staff. Since schools are a place of work and learning, however, certain limits must be set for such visits. The Principal or his or her designee is responsible for all persons in the building and on the grounds. For these reasons, the following rules apply to visitors to the schools:

1. Anyone who is not a regular staff member or student of the school will be considered a visitor.
2. All visitors to the school must enter through the main entrance and sign in at the front desk upon arrival. Visitors will be issued a visitor's identification badge, which must be worn at all times while in the school or on school grounds. Visitors must return the identification badge to the front desk and signout at the time of their departure.
3. Visitors attending school functions that are open to the public, such as musical performances or other large public gatherings, are not required to register.
4. Visitors who wish to observe a classroom while school is in session are required to arrange such visits in advance with the building principal so that class disruption is kept to a minimum.
5. Teachers are expected not to take class time to discuss individual matters with visitors.
6. Any unauthorized person on school property will be reported to the Principal or his or her designee. Unauthorized persons will be asked to leave. The police may be called if the situation warrants.
7. All visitors are expected to abide by the rules for public conduct on school property contained in this code of conduct.

### **XIII. PUBLIC CONDUCT ON SCHOOL PROPERTY**

For purposes of this section of the code, "public" shall mean all persons when on school property or attending a school function including students, teachers and district personnel. 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 school 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 real or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender and 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, offer, distribute or exchange or be under the influence of alcoholic beverages, controlled or illegal substances on school property or at a school function, including synthetic cannabinoid products such as but not limited to incense herbal mixture potpourri as well as a device designed for inhalation purposes (i.e. e-cigarette).
10. 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 school district.
11. Loiter on or about school property.
12. Gamble on school property or at school functions.
13. Refuse to comply with any reasonable order of identifiable school district officials performing their duties.
14. Willfully incite others to commit any of the acts prohibited by this code.

## **B. Penalties**

Persons who violate this code shall be subject to the following penalties: 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.

**If necessary, local law enforcement authorities will be contacted to assist in removing the person.**

## **XIV. CORPORAL PUNISHMENT**

Corporal punishment is any act of physical force upon a student for the purpose of punishing that student. Corporal punishment of any student by any district employee is strictly forbidden.

However, in situations where alternative procedures and methods that do not involve the use of physical force cannot reasonably be used, reasonable physical force may be used to:

1. Protect oneself, another student, teacher or any person from physical injury.
2. Protect the property of the school or others.
3. Restrain or remove a student whose behavior interferes with the orderly exercise and performance of school district functions, powers and duties, if that student has refused to refrain from further disruptive acts.

The district will file all complaints about the use of corporal punishment with the Commissioner of Education in accordance with Commissioner's regulations.

UNAPPROVED



## **STUDENT BEHAVIOR**

### **Classroom Discipline**

- Each Teacher will display and use a discipline plan.
- Each plan will be posted and taught to students.
- Teachers will systematically teach and consistently and fairly enforce the plan.

### **Detention**

Students who have made poor behavioral decisions may be assigned a lunch detention by an administrator. The following rules must be adhered to:

- Students must bring sufficient work, academic study material, or assigned reading.
- Students are not allowed to doodle, play games, talk, etc.
- Students must sit in assigned seats.
- Students reporting late or failing to report for an assigned detention will face further, more progressive disciplinary action.

### **A. In-School Suspension (ISS) Procedures/Expectations**

Students assigned to in-school suspension must bring all books and materials and report to the room at the appointed time.

Students who have a pending in-school suspension assignment are not to break the Student Code of Conduct and receive another referral prior to serving the suspension.

If the pupil receives another referral during that period, he/she may receive an out-of-school suspension. Rules for in-school suspension are based on the expectation that the room is designed for students who have to accept responsibility for their actions without falling behind on schoolwork.

Students must:

- Come prepared to work - no sleeping
- Work productively for the full assigned period.
- Sit in the seat assigned by the monitor.
- Refrain from eating, except for lunch. Bottled water will be permitted.
- Complete any work assigned by the monitor.
- Personal devices are prohibited.

### **B. Instruction Upon Suspension (OSS)**

- While serving out-of-school suspension, a student may not come on to school grounds either during school hours or for any after school activity that occurs on or off school grounds. The only exception to this would be based on assigned, on-campus tutoring times as determined by the Principal. Students may not participate in any extracurricular activities on the day or days on which they are assigned any out-of-school suspension.

### **C. Public Displays of Affection**

Personal or intimate actions other than hand holding prove distracting to both the participants and those sharing the building with them. Such public displays of affection are not permitted under the Code of Conduct. Students are asked to use good judgment and avoid the embarrassment that may be involved when a teacher, administrator, or other school employee has to speak to you about your behavior.

Parents of repeat offenders will be called and the Building Principal will take appropriate disciplinary action.

*First Reading:*

*Second Read & Adoption:*