

ORCHARD PARK CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION

Regular Meeting

March 12, 2024

Middle School Auditorium

60 S. Lincoln Ave., Orchard Park, NY 14221

Board of Education

Members Present:

Dr. Jennifer Rogers, President
Mr. Ryan Anderson, Vice President
Mr. Ryan Cimo
Mr. Steven Comeau, arrived at 7:01 pm
Mr. Ed Draves
Mr. Tom Provost
Mrs. Karen Sreniawski
Mr. Shane Brege, Student Ex-Officio

Members Excused

n/a

Others Present:

Mr. David Lilleck, Superintendent of Schools
Mrs. Sarah Hornung, Assistant Superintendent – Curriculum
Mr. Jeffrey Petrus, Assistant Superintendent – Business
Dr. Dean Ramirez, Assistant Superintendent – Personnel
Mrs. Cheryl Connors, District Clerk

Estimated Audience: 75

Dr. Rogers called the meeting back to order at 7:00 pm and led all present in the Pledge of Allegiance.

Announcements & Points of Pride

Mr. Lilleck made the following announcements and points of pride:

- Thanked all the groups involved in helping to host the third annual STEAM Expo at the middle school on March 7. Students were actively engaged in Science, Technology, Engineering, Art, Math
- Congratulated students in Mr. Bischof's class at the middle school, were challenged to design and create a model city for the 1:64 scale of their modular racetrack. When their work was completed, they were able to drive their cars through the track in a first-person point of view from the driver seat of the car using cameras that snap onto the cars and augmented reality goggles.
- On March 8, faculty and staff participated in professional development. Classes included fostering inclusive environments for students with food allergies, increasing student voice with a student panel and much more. The district continues to prioritize lifelong learning for our faculty and staff.
- March is Youth Art Month. To celebrate our student artists, a show of fifth-grade artwork is on display at the Orchard Park Community Center. Every fifth grade student in the district has artwork in the show. The art show is open to the community and runs until March 26. The show is viewable from 4-8 p.m. Monday through Thursday.

**ANNOUNCEMENTS
AND POINTS
OF PRIDE**

March 12, 2024

- Congratulated the OPHS DECA students on Twenty-four OP DECA members traveled to Rochester for 3 days to compete at the state level. OP DECA brought home 4 trophies including the coveted 'DECA Glass'! along with 18 medals.
- The Orchard Park High School Drama Club will be presenting *Anastasia!* On March 14-16, at 7 p.m. and March 17 at 2 p.m. at the Orchard Park High School, 4040 Baker Road, Orchard Park

Consensus Items

Motion by Mr. Anderson, seconded by Mrs. Srieniawski, to approve the following:

RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent, hereby approves the following consensus items:

Yes – Rogers, Anderson, Cimo, Sreniawski, Provost, Comeau and Draves

No – n/a

Motion Unanimously Carried 7-0

Consensus Minutes

- February 13, 2024

Consensus Financials

- Appropriations Report – February 2024. Warrant Report – February 2024 and Health & Welfare Service Rates (attachment #1)

Consensus Personnel

Personnel Considerations – Teachers and Administrators

Appointments - Probationary and Regular Substitute

Name	Title	Cert Area / Status	Tenure Area	Initial Location	Type / Effective Date	Salary
Boryszak, Dawn	Reading teacher	PreK, K & Gr 1-6 / Permanent	Reading	WE	Part Year Reg Sub 03/01/24 - 06/30/24 LOA - L Criado	1 M (30) pro-rated
Toth, Susan	Spec Ed teacher	Stud w/Dis Gr 1 - 6 / Professional	Spec Ed	Non-Pub	Part Year Reg Sub 02/26/24 - 06/30/24 New - Budget	4 M (55)
Bleem, Morgan	Art teacher	Visual Arts / Initial	Art	SD	Part Year Reg Sub 12/4/23 - 4/11/24 LOA - A Kreutinger	2 B pro-rated

* This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

Appointments – Mentors (Teachers and Administrators)

Name	Title / Activity	Effective Dates	Employee Group	Salary / Stipend
Musteraid, Michelle	Mentor for Annamaria Monti (EG)	Sep - Jan (amended)	OPTA	\$656
Dolce, Jeffrey	Mentor for Jaimie Knight (MS)	2023/24	OPPA	\$1,200
Glowacki, Theresa	Mentor for Krista George (WE)	2023/24	OPPA	\$1,200
Grupka, Aaron	Mentor for Brandon Pafk (HS)	2023/24	OPPA	\$1,200
Lynch, William	Mentor for Katelyn Welker (MS)	2023/24	OPPA	\$1,200
Nigro, Diana	Mentor for Stephanie Hall (EG)	2023/24	OPPA	\$1,200
Szczesniak, Missy	Mentor for Daniel Reiford (HS3)	2023/24	OPPA	\$1,200

**CONSENSUS
ITEMS**

MINUTES

FINANCIALS

PERSONNEL

Appointments – Per Diem Substitutes (Teachers and Others)

Name	Title / Activity	Effective Dates	Certification
Kulczyk, Kyle	Substitute Teacher	2/14/24-6/30/24	Uncertified
McGough, Suzanne	Substitute Teacher	2/23/24-6/30/24	Certified
Nardone, Melody	Substitute Teacher	3/1/24-6/30/24	Uncertified
Dunmore, Caroline	Substitute Teacher	3/5/24-6/30/24	Certified
Schunk, Sabrina	Substitute Teacher	3/5/24-6/30/24	Uncertified

Appointments – Coaching (Teachers and Others)

Name	Title / Activity	Effective Dates	Employee Group	Salary / Stipend
Daniszewski, Wendy	Track & Field - Modified, Boys	Spring 2024	OPTA	Step 4 / \$3,362 (step amended)
Hartke, Lauren	Track & Field - Modified, Girls RESCIND	Spring 2024	OPTA	n/a
Paternostro, Derek	Track & Field - Modified, Boys	Spring 2024	OPTA	Step 4 / \$3,362
Woodworth, Lillian	Track & Field - Modified, Boys	Spring 2024	OPSRPA	Step 2 / \$2,882
Guzzino, Abigail	Flag Football - Assistant JV, Girls	Spring 2024	OPTA	Step 4 / \$3,741

Leaves of Absence (Teachers and Administrators)

Name	Position	Effective Dates	Comment
Toth, Susan	Teaching Assistant (EL)	02/26/24 - 06/30/24	Unpaid LOA 4.6.6

Contractual and Other (Teachers and Administrators)

WHEREAS, the Superintendent placed a tenured teacher on paid administrative leave effective February 26, 2024; and WHEREAS, the Superintendent recommends that the Board of Education continue the paid administrative leave for such tenured employee. NOW THEREFORE, BE IT RESOLVED, that the Board of Education hereby continues the paid administrative leave for such tenured teacher.

Personnel Considerations – Support Staff**Appointments (Support Staff)**

Name	Position (Initial Location)	Type of Appointment	Effective Date	Compensation (Initial Schedule)
Budney, Madison	Part-time 10 month Teacher Aide (WE)	Temporary	2/12/24-6/30/24	\$15.39/hour Approved rate schedule

Appointments (Support Staff Substitutes)

Name	Title Activity	Effective Dates	Civil Service Title
Goddard, Cynthia	Support Staff Substitute	2/23/24-6/30/24	Bus Attendant
Wright, Arlene	Support Staff Substitute	2/12/24-6/30/24	Bus Driver
Nardone, Melody	Support Staff Substitute	3/1/24-6/30/24	Monitor, Teacher Aide

Leaves of Absence (Support Staff)

Name	Title Activity	Effective Dates	Comment
Giblin, Michelle	Part-time 10 month Teacher Aide (SD)	2/14/24-3/1/24	Unpaid medical leave
Burke, Maureen	Part-time 10 month School Monitor(SD)	12/5/23-4/8/24 (amend end date)	Unpaid medical leave
Forcier, Tyler	Full-time 10 month Building Guard(HS)	3/12/24-3/24/24	Unpaid leave of absence

Appointments – Mentors (Support Staff)

Name	Title / Activity	Effective Dates	Employee Group	Salary / Stipend
Brady, Ryan	Mentor to Temporary Teacher Aide Lillian Woodworth - MS	2/15/24-6/21/24	OPSRPA	\$200.00
Even, Nadine	Mentor to Temporary Teacher Aide Jillian DiStefano - WE	2/13/24-6/17/24	OPSRPA	\$200.00
Norsen, Linda	Mentor to Temporary Teacher Aide Madison Budney - WE	2/13/24-6/17/24	OPSRPA	\$200.00

Resignations and Retirements (Support Staff)

Name	Position	Effective Dates	Comment
Dunkleman, Betti	Part-time 10 month Teacher Aide (MS)	6/30/2024	Retirement 21.50 years of service
Benevento, Daniel	Full-time 10 month Laborer (B&GR)	2/16/2024	Resignation

Special Education (attachment #2)

- Recommendation by the Committee on Special Education for **Annual Reviews** of **Eighty-One (81)** Resident Children
- Recommendation by the Committee on Special Education for **Re-Evaluation** of **Twenty-Nine (29)** Resident Children
- Recommendation by the Committee on Special Education for the **Initial Educational Placement** of **Five (5)** Resident Children
- Recommendation by the Committee on Special Education for **Amendments** of **Fourteen (14)** Resident Children
- Recommendation by the Committee on Special Education for the **Declassification Support Services** of **One (1)** Resident Child
- Recommendation by the Committee on Special Education for **Declassification** of **Three (3)** Resident Children
- Recommendation by the 504 Committee for the **Accommodation Plan** of **Fifteen (15)** Resident Children
- Recommendation by the Committee on **Preschool Special Education** for the **Preschool** Annual Review of **Fifteen (15)** Resident Children
- Recommendation by the Committee on Preschool Special Education for the **Preschool Initial Educational Placement** of **Six (6)** Resident Children
- Recommendation by the Committee on Preschool Special Education for the **Preschool Amendments** of **Five (5)** Resident Children
- Recommendation by the Committee on Preschool Special Education for the **Preschool Declassification** of **One (1)** Resident Child

Textbook Adoption (attachment #3)

- *Reveal Math - Course 1, Volumes 1 & 2*, published by McGraw Hill Education, copyright 2020, Middle School, Math 6 - grade 6

Comments on Consensus, Committee Reports and Presentations

- Dr. Ramirez congratulated Betti Dunkleman on her retirement from the district as a teacher aide after 21.5 years of service.
- **Student Ex-Officio Report** - Shane Brege, student ex-officio, reported that STAP-Comm is collecting gently used clothes and bins are in the high school for donations. He shared that the student government provided feedback on lockdown drills with the high school administrators.
- Mrs. Hornung reported on the Literacy Steering committee meeting. She shared that the committee has developed a district-wide mission, vision and guiding principles for literacy instruction that is grounded in the science of reading and evidence-based instructional practices. She shared that the district has collaborated with The Reading League for a professional development partnership.
- **Presentation – 2024-25 Operating Budget** - Mr. Lilleck presented the recommended operating budget Board. The budget is a 2.32% budget-to-budget increase, which is the third lowest in 18 years. The budget will add two School Resource Officers. The budget will support all current programs and continue advances in inclusive programming and academic programming (Pre-K - 12). The recommended budget will not exceed the tax cap levy recommended. Mr. Lilleck also spoke about the purchase of 75 Bank Street for the buildings and grounds department and the Family Solutions Center. The district is currently leasing the property. The property purchase would be made from a capital reserve, which can only be used for future capital work/purchases and will not have an increase to the tax levy.

DISCUSSION

Discussion

- **24-25 Recommended Operating Budget** –The Board asked questions about the budget and the purchase of Bank Street. The Board also asked questions about additional revenue from the state since the state's budget has not yet been adopted.
- **Final Read of Policies 6190: Work Place Violence Prevention Policy Statement and 8450: Home, Hospital, or Institutional Instruction (Homebound Instruction)** – Mr. Lilleck shared that prior to the February 13 Board meeting, the Policy Committee met and reviewed a new policy, 6190 Work Place Violence Prevention Policy Statement and revisions to policy 8450: 8450: Home, Hospital or Institutional Instruction (Homebound Instruction). The Board reviewed this policies as a first read during the February 13 Board meeting. Since the first read of the policy 6190, Erie 1 BOCES Policy Services has made a few more suggested changes to the policy.
- **UPK Recommendations for the 2024-25 School Year** – Mr. Lilleck stated that there are 244 opening again this year in UPK and all of elementary buildings will also have UPK classes. The program is grant funding through NYS.
- **Erie County Agricultural Society Donation to Eggert and Windom** – Mr. Petrus shared The Erie County Agricultural Society would like to donate \$100 per bus to the Eggert & Windom Elementary Schools to be used toward the transportation of students to the Agricultural Center for the "Farm to Table" Program
- **Surplus/Obsolete Special Education Equipment & Testing Materials** – Mr. Petrus shared that the special education department has several pieces of equipment that is either broken or no longer used along with several pieces of testing materials to be declared surplus/obsolete.
- **Surplus/Obsolete Piano from Ellicott** – Mr. Petrus stated that Ellicott Elementary would like to declare an Everett Upright Piano as surplus/obsolete since the piano is from the 1960's or 70's and is beyond repair.
- **Surplus Buses and Transportation Equipment and Sale of Plow/Dump Truck** - Mr. Petrus stated the transportation department would like to declare two buses and two vehicles as surplus along with some equipment as surplus. The van and buses will be sold through Auctions International. The used plow/dump truck will be sold to Fleet Maintenance for \$100,000.
- **Obsolete Middle School Textbooks** – Mr. Petrus shared that the middle school has several textbooks that are no longer used to be declared as obsolete.

ACTION

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:

RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby adopts the following policies 6190: Work Place Violence Prevention Policy Statement and 8450: Home, Hospital, or Institutional Instruction (Homebound Instruction):

6190: SUBJECT: WORKPLACE VIOLENCE PREVENTION POLICY STATEMENT Overview

The District is committed to the safety and security of its employees. Workplace violence presents a serious threat to the safety of employees, students, parents, and visitors. The goal of this policy is to promote the safety and well-being of all people in the workplace.

Acts of violence against District employees where any work-related duty is performed will be thoroughly investigated and appropriate action will be taken. All employees are responsible for: creating an environment of mutual respect for each other, as well as students, parents, and visitors; following all applicable documents; and for assisting in maintaining a safe and secure work environment.

This workplace violence prevention policy was developed in consultation with all authorized employee representatives and is designed to meet the requirements of New York State Labor Law and highlights some of the elements that are found within the District's Workplace Violence Prevention Program (WVPP).

March 12, 2024

Definitions For purposes of this policy, the following definitions apply:

- a) "Authorized employee representative" means an employee authorized by the employees or the designated representative of an employee organization recognized or certified to represent the employees pursuant to Article 14 of the Civil Service Law, the Public Employees' Fair Employment Act.
- b) "Imminent danger" means any conditions or practices in any place of employment which are such that a danger exists which could reasonably be expected to cause death or serious physical harm immediately or before the imminence of the danger can be eliminated through the enforcement procedures.
- c) "Retaliatory action" means the discharge, suspension, demotion, penalization, or discrimination against any employee, or other adverse employment action taken against an employee in the terms and conditions of employment.
- d) "Serious physical harm" means physical injury which creates a substantial risk of death, or which causes death or serious and protracted disfigurement, protracted impairment of health, or protracted loss or impairment of the function of any bodily organ or a sexual offense as defined in Penal Law.
- e) "Serious violation" means the failure to:
 - 1. Develop and implement a workplace violence prevention program;
 - 2. Address situations which could result in serious physical harm.
- f) "Supervisor" means any person within the District who has the authority to direct and control the work performance of an employee or who has the authority to take corrective action regarding the violation of a law, rule, or regulation to which an employee submits written notice.
- g) "Workplace" means any location away from an employee's domicile, permanent or temporary, where an employee performs any work-related duty in the course of their employment by the District.

What is Workplace Violence

Workplace violence is any physical assault or act of aggressive behavior occurring where an employee performs any work-related duty in the course of their employment including, but not limited to:

- a) An attempt or threat, whether verbal or physical, to inflict physical injury upon an employee;
- b) Any intentional display of force which would give an employee reason to fear or expect bodily harm;
- c) Intentional and wrongful physical contact with an employee without their consent that entails some injury;
- d) Stalking an employee with the intent of causing fear of material harm to the physical safety and health of the employee when the stalking has arisen through and in the course of employment.

Workplace violence may be committed against a District employee by anyone, including, but not limited to:

- a) Other employees;
- b) Former employees;
- c) Students;
- d) Parents;
- e) Visitors;
- f) Individuals who have no connection to the workplace, but enter to commit a robbery or other crime; or
- g) An individual who has a personal relationship with an employee.

Prohibited Conduct The District prohibits workplace violence and will not tolerate violence, threats of violence, or intimidating conduct in the workplace.

Workplace Violence Prevention Advisory Committee

The District will establish a Workplace Violence Prevention Advisory Committee that will meet periodically throughout the year. The purpose of the Workplace Violence Prevention Advisory Committee is to assist the District in coordinating its efforts to comply with its responsibilities related to workplace violence prevention, including overseeing the development and maintenance of the District's WVPP.

The Workplace Violence Prevention Advisory Committee will include:

- a) The Workplace Violence Prevention Coordinator;
- b) All authorized employee representatives;
- c) The Chief Emergency Officer.

It may also include one or more representatives from the following groups:

- a) District-wide school safety team;
- b) The building level emergency response team(s);
- c) District/building administrators;
- d) Teachers, including at least one special education teacher; and
- e) Other District staff.

Workplace Violence Prevention Coordinator

The District has designated the following District employee to serve as its Workplace Violence Prevention Coordinator:

Assistant Superintendent for Personnel

The Workplace Violence Prevention Coordinator convenes and coordinates the activities and plans of the Workplace Violence Prevention Advisory Committee. The Workplace Violence Prevention Coordinator is also responsible for answering employee questions about this policy and related materials, as well as receiving workplace violence incident reports.

Authorized Employee Representatives

The District must provide for employee participation in the WVPP through an authorized employee representative. Authorized employee representatives will participate on the Workplace Violence Prevention Advisory Committee. Authorized employee representatives have a right to, at a minimum, be involved in:

- a) Participating in the development and implementation of this policy.
- b) Evaluating the physical workplace environment to determine workplace violence risk factors.
- c) Developing the WVPP.
- d) Reviewing workplace violence incident reports at least once a year to identify trends in the types of incidents reported, if any.
- e) Evaluating the effectiveness of safeguards and actions taken to reduce the risk of workplace violence.
- f) Reporting violations of the District's WVPP.

Reporting Workplace Violence

The District has established and implemented a reporting system for incidents of workplace violence.

Any employee or authorized employee representative who becomes aware of a physical assault, threatening behavior, or verbal abuse in the workplace must immediately provide written notice of the facts and circumstances of the violent incident to a supervisor or the Workplace Violence Prevention Coordinator. If the report was provided to a supervisor, the supervisor must immediately forward to the report the Workplace Violence Prevention Coordinator.

If an employee witnesses or is involved in an incident of violence in which there is an immediate threat to the employee's safety, or the safety of others, or where a serious injury has occurred, the employee should immediately call 911 to obtain law enforcement and/or medical assistance. The employee should also immediately notify their immediate supervisor.

If an employee believes that either they or another employee are in imminent danger of workplace violence and reasonably believes, in good faith, that reporting to a supervisor or the Workplace Prevention Coordinator would not result in corrective action, then the employee may report the violation directly to the Public Employee Safety and Health Bureau (PESH).

The District will immediately respond to all incidents of violence or threatening behavior upon notification. After the District receives notice, the District will be afforded a reasonable opportunity to correct the activity, policy, or practice.

If there is a developing pattern of workplace violence incidents which may involve criminal conduct or serious injury, the District will attempt to develop a protocol with the District Attorney or law enforcement to ensure that violent crimes committed against employees in the workplace are promptly investigated and appropriately prosecuted. The District will provide information on these protocols and contact information to employees who choose to file a criminal complaint after a workplace violence incident.

In addition to complying with the reporting requirements in this policy, District employees must comply with all other applicable reporting requirements contained in any District policy, regulation, procedure, collective bargaining agreement, or other document such as the District's *Code of Conduct*.

Inspections by the Commissioner of Labor

At the Request of an Employee or Authorized Employee Representative

If, after being given notice and a reasonable opportunity to resolve the activity, policy, or practice, the matter has not been resolved and the employee or authorized employee representative still believes that a serious violation of the WVPP remains, or that an imminent danger exists, the employee or authorized employee representative may request an inspection by notifying the Commissioner of Labor of the alleged violation or danger. The notice and request will be in writing, describing with reasonable particularity the grounds for the notice, and be signed by the employee or authorized employee representative. A copy of the written notice will be provided by the Commissioner of Labor to the District or the person in charge no later than the time of inspection, except that on the request of the person giving the notice, the person's name and the names of individual employees or authorized employee representative will be withheld.

A District representative and an authorized employee representative will be given the opportunity to accompany the Commissioner of Labor during an inspection for the purpose of aiding the inspection. Where there is no authorized employee representative, the Commissioner of Labor will consult with a reasonable number of employees concerning matters of safety in the workplace.

The authority of the Commissioner of Labor to inspect a premises pursuant to an employee complaint will not be limited to the alleged violation contained in the complaint. The Commissioner of Labor may inspect any other area of the premises in which they have reason to believe that a serious violation of the workplace violence prevention law exists.

Initiated by the Commissioner of Labor

The Commissioner of Labor may inspect any premises occupied by the District if they have reason to believe that a violation of the workplace violence prevention law has occurred. The current PESH administrative plan will be used for the enforcement of the workplace violence prevention law, including a general schedule of inspection, which provides a rational administrative basis for the inspection.

Workplace Risk Evaluation and Developing a Workplace Violence Prevention Program (WVPP)

The District will engage in a process of workplace risk evaluation designed to identify the risks of workplace violence to which employees could be exposed.

The District will then develop and implement a written WVPP to prevent, minimize, and respond to any workplace violence. The Workplace Violence Advisory Committee, which includes all authorized employee representatives, will oversee the development and maintenance of the WVPP. During the development process, the authorized employee representative(s) will provide input on those situations in the workplace that pose a threat of workplace violence.

The WVPP will include the following:

- a) A list of the risk factors identified in the workplace risk evaluation.
- b) The methods the District will use to prevent incidents of workplace violence. Examples include, but are not limited to:
 1. Making high-risk areas more visible to more people;
 2. Installing good external lighting;
 3. Using drop safes or other methods to minimize cash on hand;
 4. Posting signs stating that limited cash is on hand;
 5. Providing training in conflict resolution and nonviolent self-defense responses; and
 6. Establishing and implementing reporting systems for incidents of aggressive behavior.
- c) A hierarchy of controls to which the program will adhere as follows: engineering controls, work practice controls, and personal protective equipment (PPE).
- d) The methods and means by which the District will address each specific hazard identified in the workplace risk evaluation.

e) A system designed and implemented by the District to report any workplace violence incidents that occur in the workplace. The reports must be in writing and maintained for the annual program review.

f) A written outline or lesson plan for employee program training.

g) A plan for program review and update on at least an annual basis. This review and update will detail any mitigating steps taken in response to any incident of workplace violence.

Prohibition of Retaliatory Behavior (Commonly Known as "Whistle-Blower" Protection)

The District will not take retaliatory action against any employee because the employee exercises any right accorded to them under this policy.

Training At the time of hire and annually thereafter, all employees will participate in the District's workplace violence prevention training program. Additionally, retraining is required for all employees any time there is a significant change to the WVPP, a newly identified risk factor, or a control measure addition.

Notification This policy will be posted where notices to employees are typically posted. A copy of the District's WVPP may be obtained by contacting the District's Workplace Violence Prevention Coordinator. The District will also make the WVPP available for reference to employees, authorized employee representatives, and the Commissioner of Labor in the work area.

Labor Law Section 27-b

12 NYCRR Section 800.6

NOTE: Refer also to Policies #3410 -- Code of Conduct, #3411 -- Prohibition of Weapons on School Grounds, #3412 -- Threats of Violence in School, #3420 -- Non-Discrimination and Anti-Harassment in the District, #3421 -- Title IX and Sex Discrimination, #5681 -- School Safety Plans

#5684 -- Use of Surveillance Cameras in the District and on School Buses, #5690 -- Exposure Control Program,

#6121 -- Sexual Harassment in the Workplace, #6122 -- Employee Grievances, #7350 -- Timeout and Physical

Restraint, #7360 -- Weapons in School and the Gun-Free Schools Act

**8450 - SUBJECT: HOME, HOSPITAL, OR INSTITUTIONAL INSTRUCTION
(HOMEBOUND INSTRUCTION)**

Overview Home, hospital, or institutional instruction (sometimes referred to as homebound instruction) is an educational service provided by districts to resident students enrolled in a public or nonpublic school who are unable to attend school in person for at least ten days during a three-month period due to illness or injury which requires the student to remain at home or in a hospital or other institution for the treatment of children, other than a school.

The District will provide home, hospital, or institutional instruction to all resident students enrolled in a public or nonpublic school from kindergarten to age 21 when, due to a temporary or chronic physical, mental, or emotional illness or injury, as documented by the student's treating healthcare provider, the student is unable to participate in their usual education setting.

Definitions "Instruction delivery plan" means a written plan to continue the student's academic progress and to maintain a record of delivery of instructional services and student progress.

"School district of residence" means the public school district within the State of New York where the students legally reside with their parents or guardians.

"Treating health care provider" means a person who is treating a student and is licensed or otherwise authorized to provide diagnosis pursuant to a profession enumerated in Title VIII of the Education Law.

"Tutor" means an employee of the school district of residence or an individual with whom the school district of residence contracts to provide home, hospital, or institutional instruction. The tutor must hold a New York State teaching certificate. A tutor may include a teacher employed by a board of cooperative educational services (BOCES) that contracts with the school district of residence to provide this instruction.

Request for Home, Hospital, or Institutional Instruction To request home, hospital, or institutional instruction for a resident student, the parent or guardian must submit a request to the District that includes written medical verification from the student's treating healthcare provider demonstrating the student's anticipated inability to attend school in person for at least ten days during the next three months and written consent authorizing the Director of School Health Services or designee to contact the student's treating healthcare provider. Refusal to provide this written consent will result in a denial of the request for home, hospital, or institutional instruction.

The request will be forwarded to the Director of School Health Services who will review the need for home, hospital, or institutional instruction and either approve or deny the request. During this review, the Director of School Health Services may contact the student's treating healthcare provider to obtain additional information necessary regarding the student's health or mental health.

Within five school days after receipt of written medical verification from the student's treating healthcare provider, the District will notify the parent or guardian whether their request for home, hospital, or institutional instruction has been approved or denied. In the case of a denial, reason(s) for denial will be provided.

Appeals

Parents and guardians may appeal the denial of home, hospital, or institutional instruction to the District's Board within ten school days of receipt of notification of the denial. Home, hospital, or institutional instruction will be provided while an appeal is pending before the District's Board.

Home, Hospital, or Institutional Instruction Requirements

The District will provide home, hospital, or institutional instruction to a student within five school days after receiving notification of the student's medical condition or within five school days from the request for home, hospital, or institutional instruction, whichever occurs first. This instruction, which may include remote instruction, will meet the minimum requirements outlined in law and regulation.

Students with Disabilities

Students with disabilities who are recommended for home, hospital, or institutional instruction by the Committee on Special Education (CSE) will be provided instruction and appropriate related services as determined and documented by the CSE in consideration of the student's unique needs. This instruction will only be recommended if the placement is in the least restrictive environment and must be provided for at least the number and length of time as provided for other students receiving home, hospital, and institutional instruction.

Recordkeeping

The District will maintain a record of delivery of instructional services and student progress. This includes, but is not limited to, a record of the dates, amount, and type of instructional services the student received including the tutor's name, subjects taught, and the location where the instructional services were provided.

Education Law Sections 1604(20), 1709(24), 3202

8 NYCRR Sections 100.22, 175.21, and 200.6

NOTE: Refer also to Policy #7150 – Remote Instruction

Yes – Rogers, Anderson, Cimo, Sreniawski, Provost, Comeau and Draves

No – n/a

Motion Unanimously Carried 7-0

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:

RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby approves the following UPK recommendations for the 2024-25 school year:

UPK Provider Full Day	# of Slots Recommended for 24-25
BrightPath Child Care, 3943 North Buffalo Rd. Orchard Park, NY 14127	16 (1 class)
Eggert Elementary, Orchard Park CSD	36 (2 classes)
Ellicott Elementary, Orchard Park CSD	36 (2 classes)
Smarty Pants Childcare, 3940 California Road, Orchard Park, NY	18 (1 class)
South Davis Elementary, Orchard Park CSD	36 (2 classes)
Southtowns YMCA, 1620 Southwestern Blvd, West Seneca, NY 14224	36 (2 classes)
Wee Can Preschool, 40 Centre Drive, Suite #1, Orchard Park, NY	12 (2 classes)
Windom Elementary, Orchard Park CSD	54 (3 classes)
TOTAL	244

Yes – Rogers, Anderson, Cimo, Sreniawski, Provost, Comeau and Draves

No – n/a

Motion Unanimously Carried 7-0

**APPROVAL
OF UPK**

**ACCEPTANCE
OF DONATION
FROM THE
ERIE COUNTY
AGRICULTURAL
SOCIETY**

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:

RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby accepts the donation of \$100 per bus from the Erie County Agricultural Society toward the transportation cost for the "Farm to Table" program at the Agricultural Center for two Ellicott buses and two Windom buses (\$400 total donation).

Yes – Rogers, Anderson, Cimo, Sreniawski, Provost, Comeau and Draves

No – n/a

Motion Unanimously Carried 7-0

**DECLARATION
OF SPECIAL
EDUCATION
ITEMS
AS SURPLUS/
OBSOLETE**

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:

RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby declares the following special education equipment and testing materials as surplus/obsolete:

- Obsolete/broken equipment: Quantity of 2 Coby CX-DC236 digital cd player w/ radios; and OP barcode 3OPDO00200634I and 3OPDO00200633H
- Obsolete/outdated testing supplies: PDMS-2 (Exam Record Booklet) 2nd PDMS-2 (Profile/Summary Form) 2nd; PDMS-2 testing Kit 2nd; SPM Quick Tips Manual 1st SPM Home Forms 1st; SPM School Forms 1st SPM Manual 1st; Sensory Profile Summary Score Sheet 1st Sensory Profile Supplement 1st; Sensory Profile Caregiver Questionnaire 1st; Test of Visual Motor Skills Booklet 2nd; Visual Skills Appraisal Testing Kit 1st; Visual Skills Appraisal Score Sheets 1st; Test of Visual Motor Skills Booklet 1st; DTVP (25 Record forms/Booklet/1 Manual) 2nd; Test of Visual Perceptual Skills 3rd Edition outdated; McDowell Vision Screening Kit discontinued; Sensory Profile User's Manual and Forms outdated EG; and Jordan Left Right Reversal Test revised 3rd edition 1990 edition

Yes – Rogers, Anderson, Cimo, Sreniawski, Provost, Comeau and Draves

No – n/a

Motion Unanimously Carried 7-0

**DECLARATION
OF PIANCE
AS SURPLUS/
OBSOLETE**

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:

RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby declares the Everett Upright piano from Ellicott Elementary as surplus/obsolete

Yes – Rogers, Anderson, Cimo, Sreniawski, Provost, Comeau and Draves

No – n/a

Motion Unanimously Carried 7-0

**DECLARATION
OF BUSES & PLOW
AS SUPRLUS AND
APPROVAL OF
SALE**

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:

RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby declares the following buses and equipment surplus and approves the sale of the used plow/dump truck to Fleet Maintenance for \$100,000.

- Van 441 B&G Vehicle, 2008 Ford E250, Vin # 1 FTNE24W58DB46691, mileage 98,367 - reason for surplus: age of vehicle and repair cost
- Bus 342, 2014 International, Vin # 4DRBUSKN0EB785483, mileage 128,331 - reason for surplus: age of vehicle and repair cost
- Bus 184, 2015 Chevy, Vin# 1GB3G2BG3F1 241170, mileage 115,946 - reason for surplus: age and vehicle was in an accident so repair cost made determination to sell and not repair
- Plow Truck/Dump Western Star, Vehicle#462, 2017, VIN# 5KKDAXCY8HPJE7902, mileage 9,825 - season surplus: repair costs and moving towards utilizing another pay loader
- 1 pay loader tire from the machine we just sold was a spare tire
- Quantity of 10 - 2 way radios

Yes – Rogers, Anderson, Cimo, Sreniawski, Provost, Comeau and Draves

No – n/a

Motion Unanimously Carried 7-0

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to approve the following:

RESOLVED: That the Board of Education of the Orchard Park Central School District, upon the recommendation of the Superintendent of Schools, hereby declares the following middle school textbooks as obsolete:

SUBJECT	BOOK TITLE	AUTHOR/COMPANY	ISBN NUMBER	YEAR	QTY
ELA	The Language of Literature	McDougal Littell	0-395-93169-X	2001	58
ELA	Introduction to Literature	Holt, Rinehart, Winstor	0-03-032868-3	1991	20

Yes – Rogers, Anderson, Cimo, Sreniawski, Provost, Comeau and Draves

No – n/a

Motion Unanimously Carried 7-0

Public Comment / Correspondence

- A member of the audience commented on Policy 7552 Student Gender and sated they believe it is not a required policy.
- A member of the audience stated they appreciated the budget being fiscally responsible but wanted an even lower tax rate. Also stated that when an employee is placed on a leave it should not be in voted on in consensus personnel.
- A member of the audience stated that whenever police are called to a school the and community should be notified.
- A member of the audience stated that the speakers who are questioning books for young adults have likely not read the books and speaker does not support any censorship of books.
- A members of the audience stated that the district is moving in a positive direction and appreciates the Superintendents support for students.
- Mr. Lilleck stated that personnel matters legally cannot be discussed in public and neither can student matters. Supports students' rights to literature.

**PUBLIC
COMMENT**

Executive Session

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to enter executive session at 8:45 pm to discuss the employment history of a particular person.

Yes – Rogers, Anderson, Cimo, Sreniawski, Provost, Comeau and Draves

No – n/a

Motion Unanimously Carried 7-0

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to adjourn executive session at 10:02 pm.

Yes – Rogers, Anderson, Cimo, Sreniawski, Comeau and Draves

No – Cimo

Motion Unanimously Carried 7-0

Dr. Rogers called the meeting back to order at 10:02 pm

**EXECUTIVE
SESSION**

Adjournment

Motion by Mr. Anderson, seconded by Mrs. Sreniawski, to adjourn 10:02 pm.

Yes – Rogers, Anderson, Cimo, Sreniawski, Provost, Comeau and Draves

No – n/a

Motion Unanimously Carried 7-0

ADJOURNMENT

Respectfully submitted,

Cheryl A. Connors

District Clerk

Minute Attachments

1. Financials
2. Special Education
3. Textbook Adoptions

Other Attachments

Official Meeting Announcement
Agenda

March 12, 2024