

BOARD OF EDUCATION
AGENDA
March 8, 2016
Elementary School LGR

6:00 p.m. Call to Order/Executive Session (Elementary Library)

7:30 p.m. General Session Business Meeting (LGR)

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

II. ROLL CALL OF BOARD MEMBERS

III. RECOGNITION

IV. MINUTES

The Board approves the minutes of the following meetings:

Regular Meeting held February 9, 2016

Work Session held February 23, 2016

V. PUBLIC COMMENT (limited to 15 minutes - priority given to Agenda related items)

VI. REPORTS

A. Student Representative

B. Superintendent of Schools

- AIS / Rtl – *AIS Committee*

- Budget Update – *Sean Leister*

C. Board President

D. Committees

E. Other

VII. BOARD CONSENT AGENDA

As recommended by the Superintendent of Schools, the Board approves the following resolutions appearing on the March 8, 2016 consent agenda:

A. Personnel - resolutions numbered 1- 9

B. Finance - resolutions numbered 1- 4

C. Facilities and Operations

D. Education - resolutions numbered 1-2

VIII. OLD BUSINESS

IX. NEW BUSINESS

A. Policy

1. Policy 0200, Transgender and Gender Non-Conforming Students – Presented for a first reading.

2. Policy 5020, Equal Educational Opportunities – Revisions presented for a first reading.

3. Policy 5300.15, Code of Conduct-Student Rights and Responsibilities – Revisions presented for a first reading.

B. Budget Vote

X. PUBLIC COMMENT

XI. ADJOURNMENT

A. Personnel

1. Request for Leave – Foreign Language Teacher

The Board approves the request of Celiana Gandolfo, teacher of Foreign Language, for a leave of absence from on or about May 9, 2016 until the remainder of the 2015-2016 school year, in accordance with Board Policy 9520.2 Family and Medical Leave and Article IX.B.9 and IX.F. of the negotiated agreement with the Port Jefferson Teachers Association

2. Appointment – Volunteer Coach

The Board approves Brian Snow as a volunteer (unpaid) Boys and Girls Assistant Spring Track Coach, for the 2015-2016 school year.

3. Appointment – Mentor

The Board approves Dennis Christofor as a Mentor for the March 1, 2016 – June 1, 2016, in accordance with the negotiated agreement with the Port Jefferson Teachers Association

4. Rescission/Appointment – Fitness Center

The Board rescinds the appointment of James Mimnaugh and Michael Maletta as Fitness Center Co-Instructors for the 2015-2016 Spring season; and, appoints Michael Maletta as Fitness Center Instructor for the 2015-2016 Spring season, in accordance with the negotiated agreement with the Port Jefferson Teachers Association

5. Appointment – Substitutes

The Board approves the following substitute appointments for the 2015-2016 school year:

Teacher	Lisa Flanagan
	Andrew Mayce

6. Extra Class Assignment

The Board approves the following extra class assignments for the 2015-2016 school year in accordance with the negotiated agreement with the Port Jefferson Teachers Association:

Brian Snow - .1 FTE HS/Government, Spring semester (daily)

Megan DeVita – ES/Consultant Teacher Direct Services .1 FTE, effective February 10, 2016, (40 minutes daily)

7. Request for Leave Extension – Elementary Teacher

The Board approves the request of Melissa Corey, teacher of Elementary Education, for an extension of her present leave of absence to on or about June 24, 2016, in accordance with the negotiated agreement with the Port Jefferson Teachers Association

8. Extension of Leave Replacement Appointment – Elementary Teacher

The Board extends the leave replacement appointment of Janelle Bellotti, as a teacher of Elementary Education (for Melissa Corey), to on or about June 24, 2016, in accordance with the negotiated agreement with the Port Jefferson Teachers Association.

9. Retirement – Elementary Teacher

The Board accepts the resignation of Peter Burawa, teacher of Elementary Education, for the purpose of retirement, effective June 30, 2016.

B. Finance

1. Financial Reports

The Board approves the following financial reports:

Claims Audit Report - Month of January

Cash Flow Analysis - Month of January

Fund Balance Projection

New Budget Transfers - none

January Warrants & Treasurer Reports

<u>Fund Name</u>	<u>Warrant #</u>
General Fund	39-40, 42-43
School Lunch Fund	7-8
Federal Fund	7-9
Capital Fund	No Warrants
Trust & Agency	6-7
Payroll	15-17
Royal Fund	5
Scholarship Fund	No Warrants

Trial Balance - July 2015 – January 31, 2016

Revenue Budget Status - July 2015-June 2016

Appropriation Status Report - July 2015-June 2016

Budget Transfers - Month of January

2. Award of Bid – Roof Replacement

The Board awards the bid for the Roof Replacement at Earl L. Vandermeulen High School to the lowest responsible bidder; namely, Milcon Construction.

3. Agreement – Internet Awareness Presentation

The Board approves the Agreement for Speaking Engagement between NY Finest Speakers, LLC and Port Jefferson Schools, dated January 29, 2016, for an Internet Awareness presentation.

4. State Mandate – Carbon Monoxide Detectors

The Board approves the following resolution:

WHEREAS, the State mandated that carbon monoxide detectors be installed in school district buildings on June 27, 2015 to be completed by June 27, 2016.

WHEREAS, upon investigation by district architect and district administration, said mandate is a health and safety concern pertaining to the districts Fire Alarm System.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby declares the State mandate to upgrade the Fire Alarm System to be an emergency situation; and BE IT FURTHER RESOLVED, that the Board of Education authorize the upgrade of the Fire Alarm System and any ancillary work as an ordinary contingent expense of the Board, and authorizes the Superintendent, or his designee, to take steps to correct said situation.

BE IT FURTHER RESOLVED, that the Board of Education authorize an increase of \$95,000 to the 2015-2016 approved budget for the upgrade of the Fire Alarm System and any ancillary work and a transfer of capital and \$95,000 to be transferred as needed from the General Fund to offset said expenditure

C. Facilities & Operations

D. Education

1. Committees on Special Education

The Board approves the following recommendations of the Committees on Special Education: Meetings held February 10, 11, 23, 25, March 1, 2016

2. Special Education Instructional Services Agreement

The Board approves the Special Education Instructional Services Agreement between the Comsewogue School District and the Port Jefferson School District, for a specific student for the 2015-2016 school year; and further, authorizes the Board President to execute said Agreement.

TRANSGENDER AND GENDER NONCONFORMING STUDENTS POLICY

The Port Jefferson Union Free School District is committed to affording each student with equal access to the educational programs and activities offered by the District. Further, the District is devoted to providing a safe and supportive learning environment for all students, regardless of a student's asserted gender identity and/or transgender status. The District's policies regarding Equal Opportunity and Nondiscrimination, Sexual Harassment, Dignity for All Students and the Code of Conduct require that all schools and all personnel promote mutual respect, tolerance, and acceptance among students and staff. In connection therewith, the School District has developed this policy in order to establish the process by which the School District will formally recognize a person's transgender identity and determine appropriate support. The guidelines provided in this policy do not anticipate every situation that might occur with respect to transgender students, and the needs of each transgender student, like all students, must be assessed on an individual basis.

Definitions

For the purposes of this policy, the District defines certain terms, not as labels for students, but as functional descriptors meant to promote common understanding:

Sex: Describes a person's biological or physiological characteristics at birth that are associated with being male or female.

Gender: Describes the attitudes, feelings, and behaviors that a given culture associates with a person's biological sex, and may refer to a person's actual or perceived sex, which includes a person's gender identity and gender expression.

Gender Identity: Describes a person's understanding, interests, outlook, and feelings about whether one is female or male, or both, or neither, regardless of one's sex at birth.

Gender Expression: Describes a person's characteristics and behaviors such as appearance, dress, mannerisms, and speech patterns by which a person expresses his/her gender identity.

Transgender: Describes a person whose gender identity is different from their sex at birth, and whose gender expression is different from that traditionally associated with one's sex at birth.

Preferred Name: Describes the name a transgender student has communicated to School District administration that he or she prefers to be addressed by as a result of his or her transition.

Conference

Any student who wishes to be identified by a gender other than his or her sex at birth shall request a conference with the building principal or his/her designee. The student may be accompanied by the student's parent/guardian and, if the student so chooses, a professional who has knowledge or information relevant to the student. At the conference the principal or his/her designee and the student shall confer with respect to the student's preferences and the options available to the student regarding gender markers in official school records, the use of names and pronouns, restroom and locker room access, field trip arrangements, participation in extracurricular and co-curricular activities, and the disclosure of the student's transgender status.

The principal or his/her designee shall review the available options with the student, determine whether the student has satisfied the criteria to amend the gender marker in official school records (if requested

by the student), and develop a plan in an effort to accommodate the student's preferences to the maximum extent practicable. In the event the principal or his/her designee and the student or the student's parent/guardian are unable to reach consensus, the superintendent of schools, or his/her designee, shall have the final authority to determine what reasonable accommodations shall be provided, consistent with the provisions of this policy and applicable law.

Official School Records

The District shall change the gender markers in official school records, pursuant to a request by a transgender student, when the following criteria have been met:

1. The student has provided at least two (2) forms of official identification indicating that the student has assumed a new gender (e.g., driver's license, passport or passport card, New York State Identification Card); or
2. A court order that documents a legal change of a student's name and/or gender.

Once the above criteria are met, the student's current and future records shall indicate the gender marker of the student's gender identity. Records that predate the official change of a student's gender marker shall not be amended; however, District personnel shall take steps to ensure that official student records shared with authorized third persons or agencies indicate the student's gender identity as recognized at the time the records are shared. If a graduate of Earl L. Vandermeulen High School provides proof that he/she has changed his/her gender identity after graduation, consistent with the requirements specified in paragraph 1 above, the District shall change the name and gender identity on the graduate's official transcript.

School Environment

Harassment & Bullying

As full participants and welcome members of the school community, students shall not be subject to harassment or bullying of any kind. As set forth in the District's policies on Equal Opportunity and Nondiscrimination, Sexual Harassment, Dignity for All Students and the Code of Conduct, bullying and harassment are prohibited. Students are responsible for conducting themselves in accordance with such policies, and any violations will result in disciplinary action.

Similarly, the School District looks to its teachers, staff and administration to create an environment that promotes mutual respect and acceptance. As such, personnel found to be in violation of this policy may be subject to discipline consistent with all applicable contractual and statutory rights.

Issues of Privacy

The District recognizes that the process of determining one's gender identity requires sensitivity and discretion and, to the greatest extent possible, students' status as transgender will be kept confidential. Notwithstanding the foregoing, the student's privacy interests must be balanced against the obligation of school administrators to provide a safe, effective and nurturing learning environment and to keep staff members properly informed so they may respond effectively and appropriately to issues arising in the school.

School personnel shall not disclose a student's transgender status to third persons, including, but not limited to, other students, parents, parents of other students and/or other school personnel. School personnel may disclose a student's transgender status to other school personnel where there is a compelling education, social/emotional, or health/safety reason for making such disclosure. Except as set

forth herein, students, including transgender students, shall be afforded the discretion to discuss and express their gender identity and gender expression and to decide when, with whom, and how much information to share with others.

Support Guidelines

The School District shall accept the gender identity that each student asserts. There is no medical or mental health diagnosis or treatment threshold that students must meet in order to have their gender identity recognized and respected. The assertion may be evidenced by an expressed desire to be consistently recognized by their gender identity. Students wishing to socially transition may initiate a process to change their name on Unofficial Records, pronoun, attire and access to preferred activities and facilities. Each student has a unique process for transitioning. The School District shall develop appropriate support to optimize each student's integration.

Names & Pronouns

Transgender students who have changed their official school records shall be addressed by the name and pronoun that corresponds to the gender identity indicated on such record. Transgender students who have not changed their official school records may request to be addressed by their preferred name and pronoun that corresponds to their gender identity.

Every effort should be made to use the preferred names and pronouns consistent with a student's gender identity. While inadvertent slips or honest mistakes may occur, the intentional and persistent refusal to respect a student's gender identity is a violation of School District policy.

Unofficial Records

The School District shall permit a student to use a preferred name and gender on unofficial records. The unofficial records may include but are not limited to identification badges/cards, classroom and homeroom rosters, unofficial certificates, programs, announcements, office summons and communications, team and academic rosters, newspapers, newsletters, yearbooks and other site-generated unofficial records. If the student has not changed his or her name on their official student records, the preferred name shall also appear on the student's cumulative folder as "Also Known As" (AKA).

In addition, the School District shall input the student's preferred name and gender in the appropriate fields of the District's electronic data system to indicate how the student's name and gender will appear on unofficial records.

Transgender students shall be permitted to update their photo in the School District's student management system and/or on identification cards, as appropriate.

Restroom Accessibility

Schools may maintain separate restroom facilities for male and female students. Students shall have access to and use the restroom that corresponds to their gender identity asserted at school. If a student desires increased privacy, regardless of the underlying reason, the School District will make every effort to provide the student with reasonable access to an alternative "gender neutral" restroom, such as the health office restroom or a single-stall restroom, excluding staff bathrooms except with express permission. The use of such a "gender neutral" restroom shall be a matter of choice for a student and no student shall be compelled to use such restroom.

Locker Room Accessibility

Schools may maintain separate locker room facilities for male and female students. Students shall have access to and use the locker room that corresponds to their gender identity asserted at school. If there is a reason or request for increased personal privacy and/or safety, regardless of the underlying reason, any student may be provided access to a reasonable alternative locker room/locker room space. This could include privacy curtains provided in general locker room space.

Participation in Physical Education Classes & Interscholastic Sports

To the fullest extent permitted by law, transgender students are to be provided the same opportunities to participate in physical education as all other students. To the extent that physical education classes may be organized in gender-specific groups, transgender students shall be entitled to participate with the group that corresponds to their gender identity asserted at school.

Participation in interscholastic athletic activities and contact sports are to be addressed on a case-by-case basis, consistent with the rules established by Section XI of the New York State Interscholastic Athletic Association.

The coach of each School District interscholastic athletic team shall make efforts to provide reasonable accommodations for transgender students who require access to bathrooms and locker room facilities at other schools. The coach of each School District interscholastic athletic team shall also make efforts to provide reasonable accommodations, consistent with this policy, for transgender students on visiting teams who require access to bathrooms and locker room facilities at School District owned schools.

Field Trips

The principal or his/her designee shall make arrangements on a case-by-case basis and to the greatest extent practicable to accommodate transgender students who plan to attend an overnight field trip that includes hotel or room-sharing accommodations.

Dress Code

Students have the right to dress in accordance with their gender identity, provided that such dress is consistent with the School District's Dress Code and Code of Conduct.

Ref: NYS ED-Guidance to School Districts for Creating a Safe and Supportive School Environment for Transgender and Gender Non-conforming Students, July 2015
NYS Ed. Law Article 2
NYS Ed. Law 8, 3201-a

Presented for:
1st reading – 3/8/16

EQUAL EDUCATIONAL OPPORTUNITIES

Every individual should be encouraged to develop and achieve to his or her potential. The district therefore shall provide every student with equal educational opportunities regardless of race, color, creed, sex, national origin, religion, age, economic status, marital status, **gender (including gender identity and expression)**, sexual orientation or disability.

An educational environment will be fostered that provides equal educational opportunity for all students. Educational programs and services will be designed to meet the needs of all students and shall not discriminate based upon any of the above-mentioned factors. No student will be excluded on such basis from participating in or having access to any course offerings, student athletics, counseling services, employment assistance, extracurricular activities or other school resources.

Cross-ref: 5200, Co-curricular and Extracurricular Program

Ref: Civil Rights Act of 1964, as amended in 1972, Title VI, Title VII
Executive Order 11246, 1965, amended by Executive Order 11375
Educational Amendments of 1972, Title IX; 45 CFR, Parts 81, 86
Education for all Handicapped Children Act (P.L. 94-142)
Vocational Rehabilitation Act of 1973, §504
Brown v. Board of Education, 347 U.S. 483 (1954)
Executive Law §290 et seq

Note: Policy added

Revision presented for:

1st reading – 12/14/10

2nd reading & adoption – 1/11/11

Revision presented for:

1st reading – 3/8/16

CODE OF CONDUCT - STUDENT RIGHTS AND RESPONSIBILITIES

A. Student Rights

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

1. Take part in all district activities on an equal basis regardless of race, weight, color, creed, national origin, ethnic group, religion, religious practice, gender (**including gender identity and expression**) or sexual orientation or disability.
2. Present their version of the relevant events to school personnel authorized to impose a disciplinary penalty in connection with the imposition of the penalty.
3. Access school policies, regulations and rules and, when necessary, receive an explanation of those rules from school personnel.

B. Student Responsibilities

All district students have the responsibility to:

1. Contribute to maintaining a safe, supportive and orderly school environment that is conducive to learning and to show respect to other persons and to property.
2. Be familiar with and abide by district policies, rules and regulations dealing with student conduct.
3. Attend school every day unless they are legally excused and be in class, on time, and prepared to learn, unless suspended from instruction.
4. Work to the best of their ability in all academic and extracurricular pursuits and strive toward their highest level of achievement possible.
5. React to direction given by teachers, administrators and other school personnel in a respectful, positive manner.
6. Work to develop mechanisms to manage their anger.
7. Ask questions when they do not understand.
8. To assist in resolving problems that might contribute to inappropriate behavior.
9. Dress appropriately for school and school functions.
10. Accept responsibility for their actions.
11. 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.

Presented for:

1st reading – 6/12/12

2nd reading & adoption – 7/2/12

Revisions presented for:

1st reading – 6/9/15

2nd reading & adoption – 6/23/15

Revision presented for:

1st reading – 3/8/16