

**BABYLON UNION FREE SCHOOL DISTRICT
50 RAILROAD AVENUE
BABYLON, NEW YORK 11702**

**BABYLON SCHOOL BOARD REGULAR BUSINESS MEETING
AGENDA
JANUARY 14, 2019**

Meeting protocol: Please state your name when addressing the Board of Education.

- I. Call to Order - 6:00 p.m.
- II. Executive Session
It is anticipated that upon a majority vote of the total membership of the Board, a motion to meet in Executive Session to discuss specific collective bargaining, personnel issues, and/or other specific matters appropriate for executive session in accordance with the Open Meeting Law will be considered. Following executive session the Board will reconvene in the Babylon Junior-Senior High School library at approximately 7:30 p.m.
- III. Pledge of Allegiance - 7:30 p.m.
- IV. Approval of Minutes of the Regular Business Meeting of December 10, 2018.
- V. Approval of Treasurer's and Business Office Financial Reports and Extra Curricular Fund Report for November 2018 and Internal Claims Audit Report for November 2018.
- VI. Superintendent's Report
 - a. Student Delegate Report
 - b. Wilson Tech Presentation
 - c. News & Updates from around the District
- VII. Committee Reports
 - a. Audit Committee
 - b. Finance Committee
 - c. Buildings & Grounds
 - d. Technology Committee
 - e. Curriculum Committee
 - f. Policy Committee
- VIII. Board Agenda Items
 - a. Questions from Visitors on Agenda Items - Please approach the podium and state your name.
 - b. Discussion
- IX. New Business
 - 1. **TERMINATION: RESOLVED:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby terminates the employee outlined on Confidential Schedule "A" effective December 20, 2018.
 - 2. **TERMINATION: RESOLVED:** that upon the recommendation of the Superintendent of Schools, the Board of Education hereby terminates the employee outlined on Confidential Schedule "B" effective January 8, 2019.
 - 3. **PROBATIONARY APPOINTMENT CUSTODIAL WORKER I: RESOLVED,** that upon the recommendation of the Superintendent of Schools, the Board of Education approves the probationary appointment of Gayle McGuickian as a Custodial Worker I effective January 15, 2019. Compensation for this appointment to be Step 1/Column A of the 2018-2019 Custodial Association Agreement. (\$43,184).
 - 4. **PART-TIME AIDE APPOINTMENTS: RESOLVED,** that upon the recommendation of the Superintendent of Schools, the Board of Education approves the following part-time aide appointments from January 15, 2019 to June 30, 2019. Compensation for these positions to be in accordance with the 2018-2019 aides and monitors association contract. (Step 1-\$17.90, Step 2-\$18.20, Step 3-\$18.55)
 - Colleen Coll
 - Alice Lydakis

9. **VOLUNTEER COACHING APPOINTMENT: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the following volunteer coaches for the 2018-2019 school year in accordance with Board of Education policy 4532-School Volunteers.
Varsity Track Volunteer - Jeff Hedberg
10. **STUDENT TEACHER/INTERN PLACEMENT: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the following student teacher/intern placements for the Spring 2019 Semester:
- | <u>Student</u> | | <u>Cooperating Supervisor</u> |
|------------------|---|-------------------------------|
| Patrick Metzger | St. Joseph's College/History | Joe Fragapane/John Greaney |
| Olivia Kavanaugh | Long Island University/Art | Pat Stork |
| Fallon Martensen | St. Joseph's College/Elementary ED | Yani Rodriguez |
| <u>Intern</u> | | |
| Bridget Nemeth | Long Island University/ School Counseling | Stephen Vaccaro |
11. **APPROVAL OF NIGHT DIFFERENTIAL: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the night differential for Gayle McGuickian, custodial worker I, effective January 15, 2019. Compensation to be in accordance with the 2018-2019 CSEA Custodial Agreement. (\$1378)
12. **DONATION: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the donation of \$750.00 to Babylon Buddies from Challenger Athletics, Inc.
13. **SECOND READING POLICY 4311.1R-DISPLAY OF THE FLAG REGULATION: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education conducts a second reading of policy 4311.1R-Display of the Flag Regulation; and **BE IT FURTHER RESOLVED**, that the Board of Education waives the formal second reading of policy 4311.1R-Display of the Flag Regulation, as attached.
14. **SECOND READING POLICY 1900-DISTRICT PARENT AND FAMILY ENGAGEMENT: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education conducts a second reading of policy 1900-District Parent and Family Engagement; and **BE IT FURTHER RESOLVED**, that the Board of Education waives the formal second reading of policy 1900-District Parent and Family Engagement, as attached.
15. **ADOPTION POLICY 4311.1R-DISPLAY OF THE FLAG REGULATION: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves and adopts policy 4311.1R-Display of the Flag Regulation, as attached.
16. **ADOPTION POLICY 1900-DISTRICT PARENT AND FAMILY ENGAGEMENT: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves and adopts policy 1900-District Parent and Family Engagement, as attached.
17. **CHANGE ORDER: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves AIA Document G701/Change Order #1 for Mechanical (MC-4) with Hi-Tech Air Conditioning, West Babylon, NY in the deduct amount of -\$10,000.00 as a result of unused unforeseen conditions allowance for interior renovations at the Babylon Junior-Senior High School.
18. **CHANGE ORDER: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves AIA Document G701/Change Order #1 for General Construction (GC-4) with The Patriot Organization, Deer Park, NY in the deduct amount of -\$25,000.00 as a result of unused unforeseen conditions allowance for interior renovations at the Babylon Junior-Senior High School.
19. **CHANGE ORDER: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves AIA Document G701/Change Order #2 for General Construction with The Patriot Organization, Deer Park, NY in the deduct amount of -\$30,000.00 as a result of credit for the removal of pipe insulations not required for interior renovations at the Babylon Memorial Grade School.
20. **INTERMUNICIPAL AGREEMENT: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the Intermunicipal Agreement between the Babylon Union Free School District and the Village of Babylon for the 2018-2019 school year.

21. **HEALTH AND WELFARE SERVICES AGREEMENT: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the health and welfare service agreements between the Babylon UFSD and the following providers: East Islip School District, Amityville Union Free School District.
22. **SERVICE AGREEMENT: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the service agreement and scope of work between the Babylon UFSD and Altice Business for the 2018-2019 school year.
23. **SPECIAL EDUCATION CONSULTANT SERVICES CONTRACT: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the special education consultant services contract for the 2018-2019 school year between the Babylon UFSD and DaVinci Education Research (SECSC-2018/2019-#22).
24. **SPECIAL EDUCATION RECEIPT OF FEDERAL PART B FLOW-THROUGH ALLOCATIONS: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the Receipt of Federal Part B Flow-Through Allocations for the 2018-2019 school year between the Babylon UFSD and Kids in Action of L.I., Inc. (SEDCAR2018-2019-#4)
25. **SPECIAL EDUCATION SERVICES CONTRACT: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the special education services contract between the Babylon UFSD and West Islip UFSD (DOL) for the 2018-2019 school year.
26. **COMMITTEE ON SPECIAL EDUCATION AND COMMITTEE ON PRESCHOOL EDUCATION: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the recommendation from the Committee on Special Education and Committee on Preschool Special Education for cases from October 2018 to January 2019 be accepted.
27. **APPROVAL OF AUDIT REPORT RESPONSE PLAN: RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts the Audit Report Response Plan for the Independent External Audit prepared for the 2017-2018 school year by Cullen & Danowski, LLP.

X. Other Business

XI. Representatives of Organizations - Please approach the podium and state your name.

XII. Questions/Comments from Visitors - Please approach the podium and state your name.

XIII. Future Board Meetings:

Work/Study Meeting
Monday, January 28, 2019
7:30 p.m. - HS Library

Regular Business Meeting
Monday, February 11, 2019
7:30 p.m. - HS Library

XIV. Adjournment

SECOND READING AND ADOPTION 4311.1-R

DISPLAY OF THE FLAG REGULATION

Flags Displayed Out-of-Doors and on Movable Hoists Indoors

A United States flag shall be displayed in, on or near every school building in the district during school hours every day that school is in session, weather permitting, and at such other times as the Superintendent of Schools shall direct. Unless otherwise stated, the flags shall be flown at full-staff. The flags may also be displayed at night upon special occasions, at the discretion of the Superintendent, when it is desired to produce a patriotic effect. During inclement weather, the flag shall be placed conspicuously in the main room of the school building.

Weather permitting, the flag will be displayed on or near the main administration building of the district whenever the building is open to the public, and on the following days: New Year's Day, Martin Luther King, Jr. Day, Lincoln's Birthday, Washington's Birthday, Memorial Day, Flag Day, the Fourth of July, Labor Day, September 11th Remembrance Day, POW/MIA Recognition Day, Columbus Day, Veterans Day, Thanksgiving Day, Pearl Harbor Day and Christmas Day. If any of these days (except Flag Day) falls on a Sunday, the flag shall be displayed on the next day. In addition, the flag shall be displayed on each general election day and each day appointed by the President of the United States or by the Governor of New York as a day of general thanksgiving or for displaying the flag.

Flags shall also be displayed in or near every polling place on election days.

Flags shall be flown at half staff on Pearl Harbor Day, on September 11th Remembrance Day, on days commemorating the death of a personage of great importance, and on days designated by the President or the Governor.

The flag shall fly at half staff for 5 days to commemorate the death of a present or former Board member, present employee, or student and shall also be flown at half staff the day of the funeral.

The flag will not be displayed on days when the weather is inclement.

Hoisting of the Flag

The flag shall be hoisted briskly and lowered ceremoniously.

In half staffing the flag, it first should be hoisted to the peak for an instant and then lowered to the half-staff position. The flag shall be again raised to the peak before it is lowered for the day. The flag shall never be put at half mast in the middle of the day. It must be put at half mast in the morning only.

Indoor Flags and Those Not on Movable Hoists

There shall be a United States flag in each assembly room of every school in the district. It is the duty of the teacher or other person in charge of each assembly room to ensure that the flag in the room is displayed from a staff standing at the audience's right as they face the stage. If the flag is placed on the platform, it should stand at the right of the speaker as he/she faces the audience and at the audience's left as they face the stage.

Adoption date: June 10, 2002

Policy Regulation Revised: November 14, 2011

Policy Regulation Revised:

District Parent and Family Engagement Policy

Babylon Union Free School District's elementary and grade schools receive Title 1, Part A funding and agree to implement the following parent and family engagement policy to meet the requirements of section 1116 of the Every Student Succeeds Act (ESSA). This policy outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.

School Responsibilities

Babylon Elementary School and Babylon Memorial Grade School will:

➤ **Review/Revise/Notify and Distribute this School Parent Involvement Policy**

Babylon Elementary School and Babylon Memorial Grade School will meet annually with parents each May to review/revise the School Parent and Family Engagement Policy. Each school will send a copy of the policy home with each student and post the policy on the school web-page in September of each year. Parent meetings and school events will be posted on the school web-page. Handouts will be sent home with students and automated phone calls to parents will be used to communicate announcements. Upon request, the district will provide alternative formats and translations of this policy

➤ **Annually hold a Title I School Meeting with Parents to:**

1. Identify the eligibility/exit criteria for Title I Services.
2. Identify how parents will be notified if their child is eligible for Title I services.
3. Identify what the Title service will be, the provider, and frequency rate of service.
4. Identify how student progress will be monitored and how parents will be notified.
5. Determine how the 1% school building allocation will be used to develop and build parent involvement and participation at both schools.
6. Parents will be notified of the September meeting via an automated phone call.

➤ **Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:**

Babylon Elementary School and Babylon Memorial Grade School will provide professional development in the common core curriculum to its staff of highly qualified teachers. Babylon Elementary School and Babylon Memorial Grade School will continue to employ highly qualified teachers as required by regulation. Parents will be notified annually via the website and a letter of their right to request their child's teacher qualifications as allowed by regulation. In addition, the school will provide training for teaching assistants and aides designed to improve classroom management and instructional skills. The school will also provide educational links to parents and staff via the district webpage. The school references the NYSED website Engage NY as a parent resource to understand the curriculum. The school hosts an annual Open House to allow parents to meet their child's teacher and to discuss classroom topics.

➤ **Hold parent-teacher conferences (at least annually in elementary schools) during which this compact will be discussed as it relates to the individual child's achievement.**

Babylon Elementary School and Babylon Memorial Grade School scheduled parent conference dates are held in the fall. In addition parent conferences are scheduled at the request of the parent, teacher, RTI Team, Committee on Special Education Chair, or principal throughout the school year.

➤ **Provide parents with frequent reports on their children's progress.**

Babylon Elementary School and Babylon Memorial Grade School issue report cards every trimester. These documents are prepared by classroom teachers. AIS teachers issue progress reports every eight weeks. In addition, newsletters will discuss curriculum, testing, and classroom content. Teachers utilize phone calls, e-mail, letter/newsletters, electronic apps (remind, texting, parent communication logs and meetings to communicate and are available for parent conferences during and after school.

➤ Provide parents reasonable access to staff.

Babylon Elementary School and Babylon Memorial Grade School provide parent conferences available during the day to fit parental scheduling needs. Parents can contact teachers directly through voice message, note, letter, e-mail and when applicable and app to schedule a parent conference in person or by phone. In addition social workers, school psychologists and administrators are available to provide responses to inquires.

➤ Provide parents opportunities to volunteer and participate in their child's class.

Babylon Elementary School and Babylon Memorial Grade School encourage parents to volunteer to chaperone field trips and assist in the classroom for special events. Parents may also discuss their child's classroom activities with his/her teacher to gain insight into instructional techniques used to teach the curriculum. Parents must agree to abide by all district policies and permission must be obtained by the principal before volunteer activities ensue. Parents are also encouraged to join their schools parent teacher organization or association.

➤ Parent Responsibilities

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

Monitoring attendance

- Making sure that homework is completed.
- Attending parent conferences and other scheduled meetings.
- Monitoring amounts of television and electronic gaming my child watches/plays.
- Volunteering for special events in my child's classroom.
- Participating, as appropriate, in decisions relating to my children's education.
- Promoting positive use of my child's extracurricular time.
- Staying informed about my child's education and communicating with the school by promptly reading all notices from the school or the school district either received by my child or by mail and responding, as appropriate.
- Serving, to the extent possible, on policy advisory groups, such as being the parent representative on the school's SDM team, the District wide Policy Council, or other school advisory groups.

➤ Student Responsibilities

We, as students, will share the responsibility to improve our academic achievement and achieve the State's high standards. Specifically, we will:

- Do my homework every day and ask for help when I need to.
- Read every day outside of school time (grades PK-1 at least 15 minutes, grades 2-8 at least 30 minutes).
- Give to my parents or the adult who is responsible for my welfare all notices and information received by me from my school every day.
- Limit the amount of time I spend watching TV and playing electronic games.

Adoption Date: April 2, 2001

Revised: October 15, 2002

Revised: July 6, 2010

Revised: November 14, 2016

Revised: