

FFA National Convention 2018





Day One: Travel and Longwood Gardens - Philadelphia, PA



Day 1
Longwood Gardens - Philadelphia, PA





Day Two: New Holland Baler Assembly Plant and Auction Barns









Day Three: The Wilds,
North Market, Ohio
State University



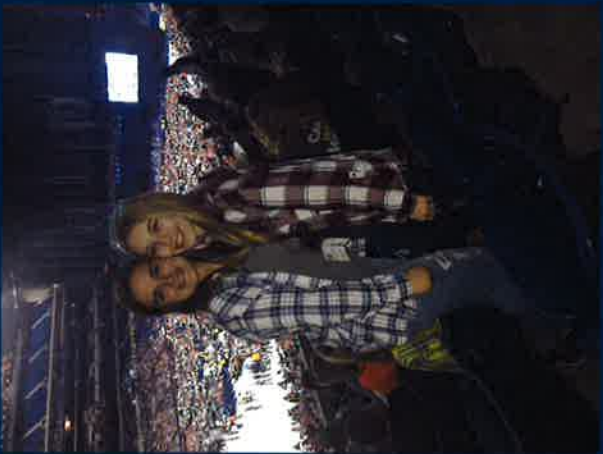




Day Four: Ozark
Fisheries, Umbarger
Show Feeds, Opening
Session & Garth
Brooks!







Day Five: Convention



Day Six: Convention and Dave & Busters



Day Seven: Ride Home



To: South Lewis Board of Education

From: Barry J. Yette, Board Clerk



Date: 10/24/18

Re: Results of 1/23/18 Capital Improvement Referendum

Ayes 732

Noes 602

Referendum passes.



**Homeland Security
and Emergency Services**

School Violence: Incident Prevention and Response Workshop

New Training Opportunity for K-12 School Districts in New York State

Our Shared Goal

To create the safest possible environment for every student, every teacher, every school official and every visitor in our communities' schools

The Basics

- The New York State Division of Homeland Security and Emergency Services (DHSES) and the New York State Police (NYSP) have partnered to develop and deliver a new “School Violence: Incident Prevention and Response” Workshop for K-12 School Districts in New York State.
- This Workshop is targeted for all School Employees.
 - This includes Superintendents, Principals, Assistant Principals, Teachers, Coaches, Bus Drivers, Cafeteria Staff, Custodial Staff – and others, as your District sees fit.
- This Workshop can be delivered in 1-3 hours.
 - The delivery can be tailored to a certain degree, based on your School District’s unique needs and available time.
- The Workshop will be delivered by representatives from DHSES and the NYSP. Local law enforcement agencies in your area will be invited to participate as well.
- This Workshop focuses heavily on the prevention of incidents of school violence, with emphasis on school climate and the use of threat assessment. It also provides information on how to respond to acts of school violence, with focus on the “Run, Hide, Fight” model.
- This Workshop complements – but does not replace – any existing school safety efforts going on within your School District.
- This Workshop will be provided free of charge to K-12 School Districts in New York State.

Workshop Sections

- This Workshop includes five key sections:
 - o School Violence Overview and Key Themes
 - o Introduction to Threat Assessment
 - o Reacting to an Active Shooter: Run, Hide, Fight
 - o Reaction to an Active Shooter: Interacting with First Responders
 - o Conclusion: Where Do We Go from Here?

How to Request the Workshop

- Your School District may request this Workshop either through DHSES or the NYSP.
- To request through DHSES, please email the State Preparedness Training Center (SPTC) at SPTC.Info@dhses.ny.gov
- To request through the NYSP, please email the School and Community Outreach Coordinator (SCOC) in your area:

Troop	Counties Represented	Outreach Coordinator	Email	Phone Number
Headquarters	Statewide	Technical Sergeant Craig Vedder	Craig.vedder@troopers.ny.gov	518-485-7656
Troop A	Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Niagara, Orleans, Wyoming	Trooper John Campanella	John.campanella@troopers.ny.gov	585-344-6237
Troop B	Clinton, Essex, Franklin, Hamilton, St. Lawrence	Trooper James Dambro	james.dambro@troopers.ny.gov	518-897-2098
Troop C	Broome, Chenango, Cortland, Delaware, Otsego, Tioga, Tompkins	Trooper Shannon Hartz	shannon.hartz@troopers.ny.gov	
Troop D	Herkimer, Jefferson, Lewis, Madison, Oneida, Onondaga, Oswego	Trooper Brian Derochie	brian.derochie@troopers.ny.gov	315-366-6076
Troop E	Cayuga, Chemung, Livingston, Monroe, Ontario, Schuyler, Seneca, Steuben, Wayne, Yates	Trooper Jason Klewicki	jason.klewicki@troopers.ny.gov	585-398-4129
Troop F	Greene, Orange, Rockland, Sullivan, Ulster	Trooper Esther Suarez	esther.suarez@troopers.ny.gov	845-346-3581
Troop G	Albany, Fulton, Hamilton, Montgomery, Rensselaer, Saratoga, Schenectady, Schoharie, Warren, Washington	Trooper Steven M. Rothwein Sr	steven.rothwein@troopers.ny.gov	518-783-3235
Troop K	Columbia, Dutchess, Putnam, Westchester	Trooper Kristi Wilson	kristi.wilson@troopers.ny.gov	845-677-7431
Troop L	Nassau, Suffolk	Trooper Kristen Erario	kisten.erario@troopers.ny.gov	631-756-3336



South Lewis Central School

2017-2018 NYS Assessment Scores

Board of Education Presentation

November 19, 2018

NYS Assessment Results

From New York State Education Department.....

“The Regents and I remain focused on educational equity for all children.”

~ Board of Regents Chancellor, Betty A. Rosa

“The State assessments help establish a foundation to remember that while test scores provide us with needed information, they’re only one measure of performance, and we must always look at the whole picture. Our state ESSA plan does that by expanding the measures of student and school performance.”

~ State Education Commissioner MaryEllen Elia

- In ELA 45.2% of all test takers in grades 3-8 scored at the proficient level (Levels 3 and 4).
- In Math, 44.5% of all test takers in grades 3-8 scored at the proficient level.
- Due to the State’s new two-session test design and performance standards, the 2018 Grades 3-8 ELA and math results cannot be compared with prior-year results. The new baseline established this year will enable comparisons with student scores in 2019 and 2020.



2018 NYS Scale Score Ranges Associated with Each Performance Level - Elementary

	Level 1	Level 2	Level 3	Level 4
Grade 3 ELA	530-582	583-601	602-628	629-655
Grade 4 ELA	532-583	584-602	603-618	619-654
Grade 3 Math	526-586	587-599	600-614	615-646
Grade 4 Math	525-587	588-601	602-613	614-650



NYS Assessment Proficiency.....




Definitions of Performance Levels:

Level 1 – Students performing at this level are **well below proficient** in standards for their grade. They demonstrate **limited** knowledge, skills and practices embodied by the New York State P-12 Common Core Learning Standards that are considered **insufficient** for the expectations of this grade.

Level 2 – Students performing at this level are **partially proficient** in standards for their grade. They demonstrate knowledge, skills and practices embodied by the New York State P-12 Common Core Learning Standards that are considered **partial but insufficient** for the expectations of this grade. **Students performing at Level 2 are considered on track to meet current New York high school graduation requirements but are not yet proficient on Common Core Learning Standards at this grade.**





NYS Assessment Proficiency.....



Definitions of Performance Levels:


Level 3 – Students performing at this level are **proficient** in standards for their grade. They demonstrate knowledge, skills and practices embodied by the New York State P-12 Common Core Learning Standards that are considered **sufficient** for the expectations of this grade.

Level 4 – Students performing at this level **excel** in standards for their grade. They demonstrate knowledge, skills and practices embodied by the New York State P-12 Common Core Learning Standards that are considered **more than sufficient** for the expectations of this grade.

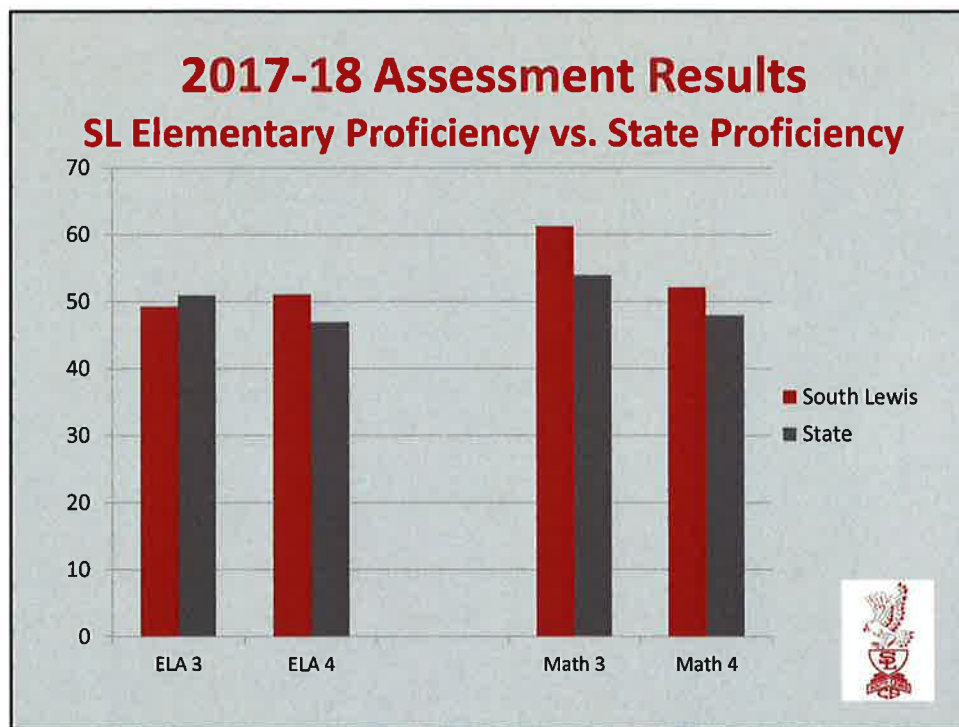
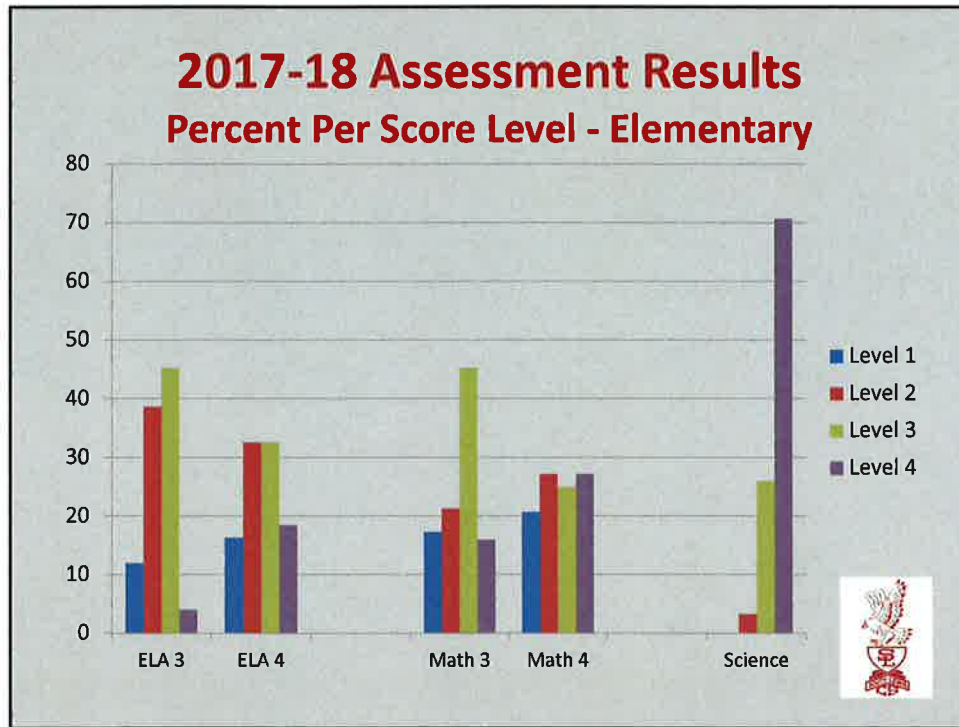



NYS Assessment Results

Percentage of Students Scoring Each Level
South Lewis Elementary



	Level 1	Level 2	Level 3	Level 4	% Proficient	State %
Grade 3 ELA	12%	38.7%	45.3%	4%	49.3%	51%
Grade 4 ELA	16.3%	32.6%	32.6%	18.5%	51.1%	47%
Grade 3 Math	17.3%	21.3%	45.3%	16%	61.3%	54%
Grade 4 Math	20.7%	27.2%	25%	27.2%	52.2%	48%
Grade 4 Science	0%	3.3%	26.1%	70.7%	96.8%	



NYS Assessment Results - Elementary

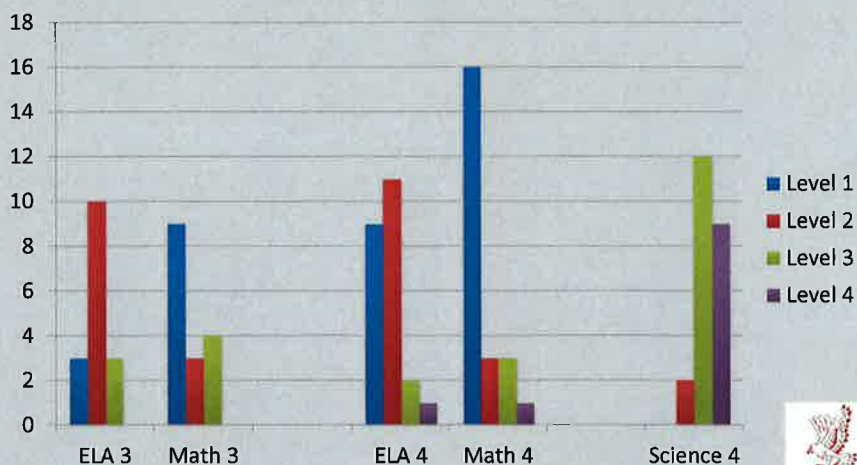
Percentage of Students Achieving Proficiency '16, '17 & '18

	% Proficient 2016	% Proficient 2017	% Proficient 2018
Grade 3 ELA	35%	35%	49%
Grade 4 ELA	43%	38%	51%
	% Proficient 2016	% Proficient 2017	% Proficient 2018
Grade 3 Math	58%	46%	61%
Grade 4 Math	48%	55%	52%
Science Gr 4	96%	96%	97%



NYS Assessment Results Elementary

Number of Students Scoring Each Level - SWD



2018 NYS Scale Score Ranges Associated with Each Performance Level – Middle School

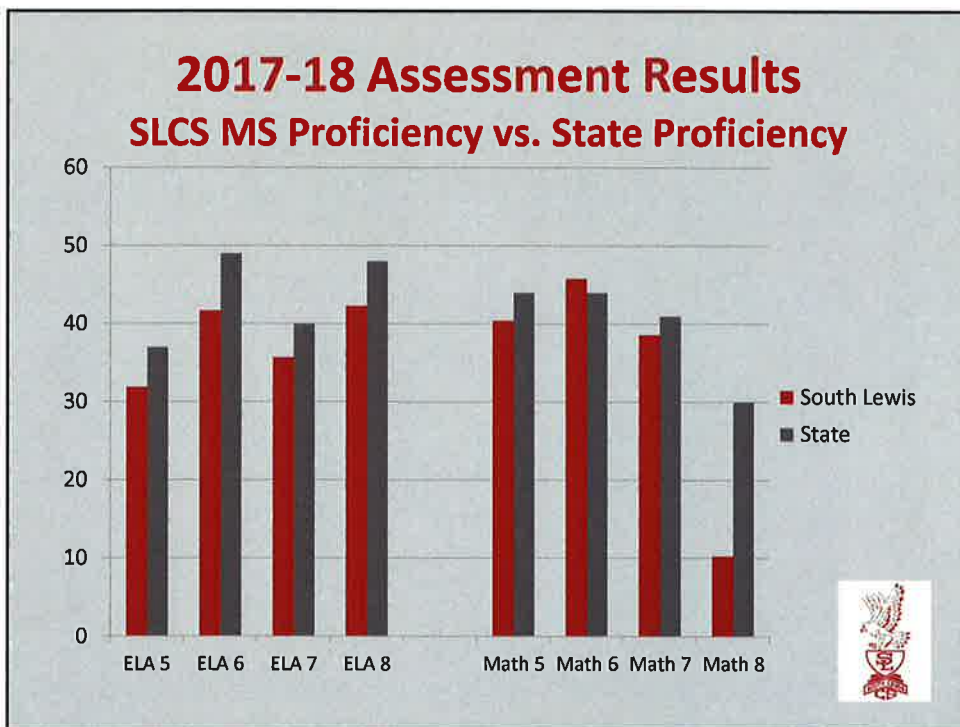
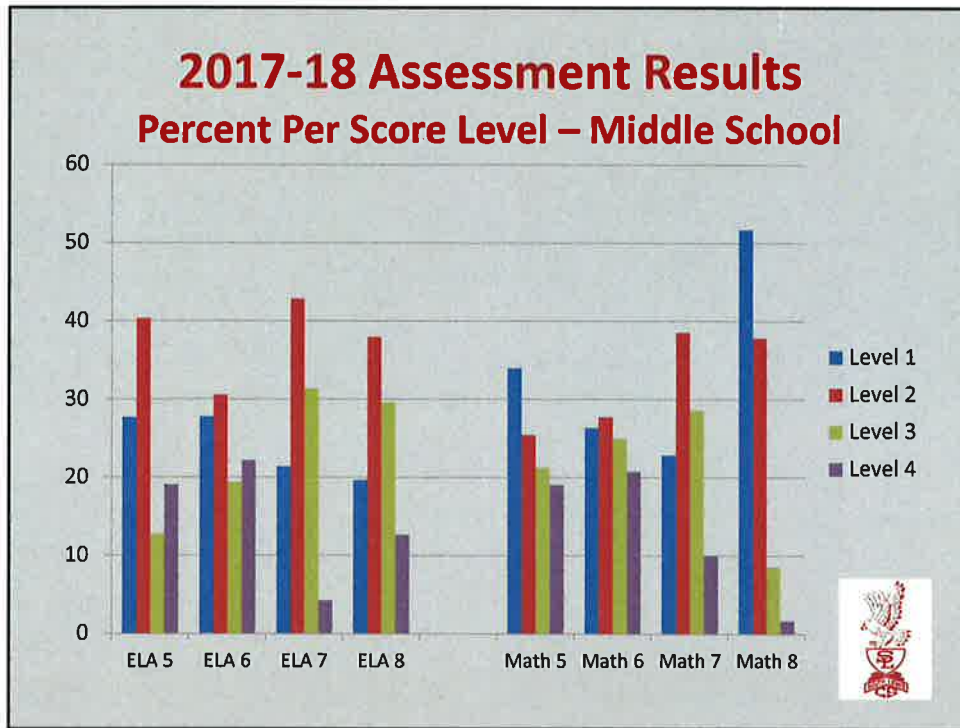
	Level 1	Level 2	Level 3	Level 4
Grade 5 ELA	509-593	594-608	609-621	622-661
Grade 6 ELA	514-589	590-601	602-613	614-657
Grade 7 ELA	511-590	591-606	607-622	623-654
Grade 8 ELA	507-583	584-602	603-616	617-651
Grade 5 Math	527-591	592-603	604-615	616-654
Grade 6 Math	528-591	592-603	604-615	616-656
Grade 7 Math	524-592	593-605	606-617	618-644
Grade 8 Math	527-595	596-609	610-621	622-651

NYS Assessment Results

Percentage of Students Scoring Each Level
South Lewis Middle School




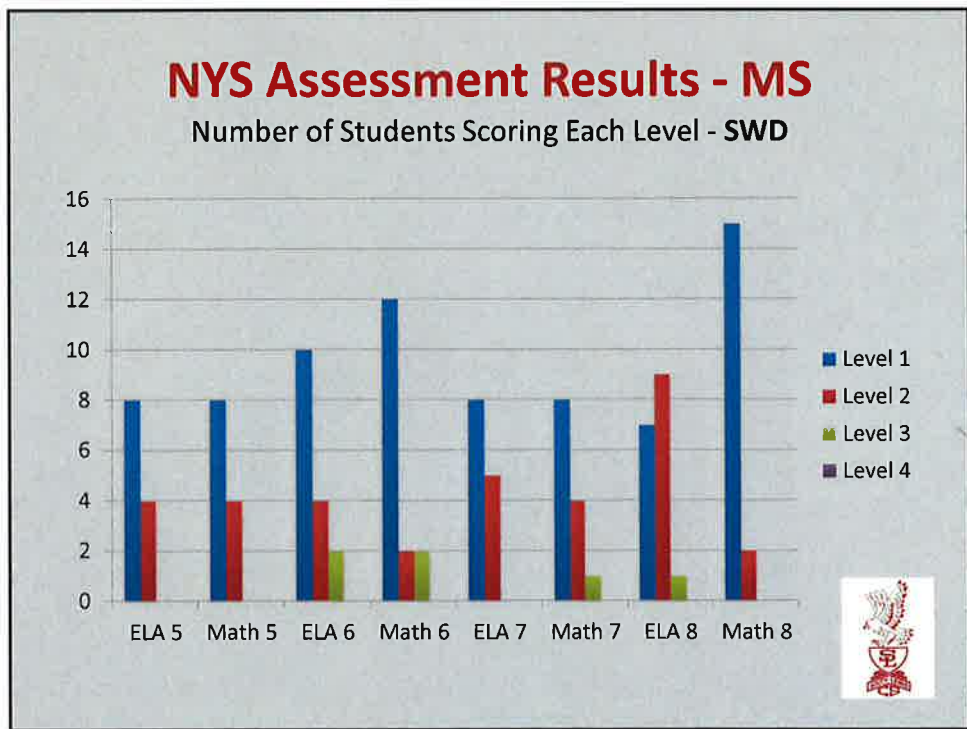
	Level 1	Level 2	Level 3	Level 4	% Proficient	State %
Grade 5 ELA	27.7%	40.4%	12.8%	19.1%	31.9%	37%
Grade 6 ELA	27.8%	30.6%	19.4%	22.2%	41.7%	49%
Grade 7 ELA	21.4%	42.9%	31.4%	4.3%	35.7%	40%
Grade 8 ELA	19.7%	38%	29.6%	12.7%	42.3%	48%
Grade 5 Math	34%	25.5%	21.3%	19.1%	40.4%	44%
Grade 6 Math	26.4%	27.8%	25%	20.8%	45.8%	44%
Grade 7 Math	22.9%	38.6%	28.6%	10%	38.6%	41%
Grade 8 Math	51.7%	37.9%	8.6%	1.7%	10.3%	30%
Grade 8 Science	4.1%	24.7%	46.6%	24.7%	71.2%	

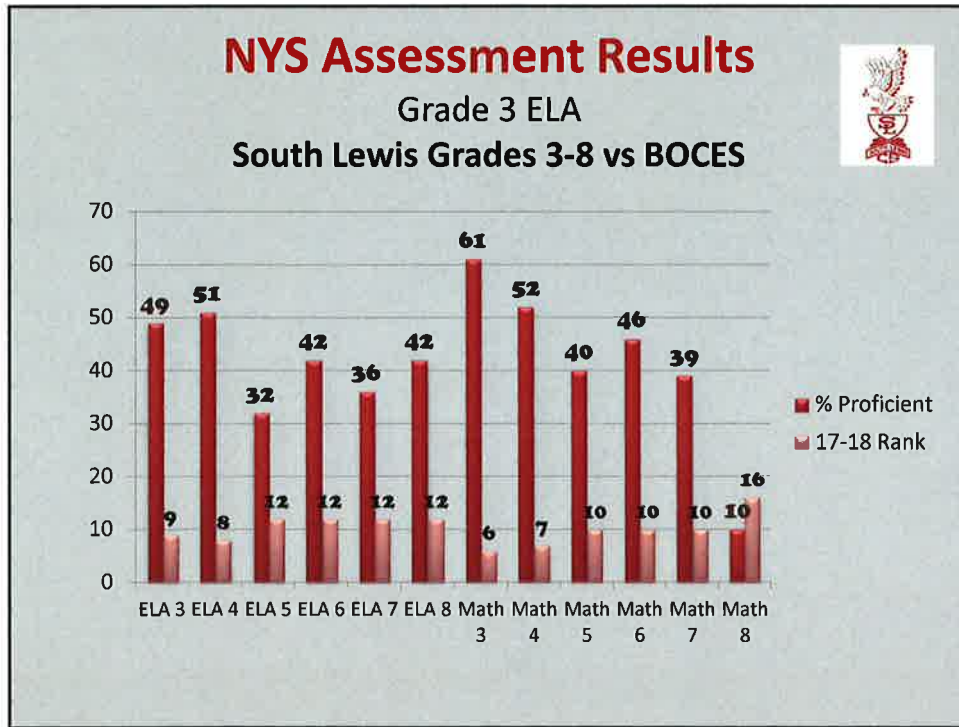


NYS Assessment Results - MS

Percentage of Students Achieving Proficiency '16, '17 & '18

	% Proficient 2016	% Proficient 2017	% Proficient 2018
Grade 5 ELA	27%	37%	32%
Grade 6 ELA	30%	36%	42%
Grade 7 ELA	28%	29%	36%
Grade 8 ELA	29%	21%	42%
	% Proficient 2016	% Proficient 2017	% Proficient 2018
Grade 5 Math	34%	40%	40%
Grade 6 Math	34%	49%	46%
Grade 7 Math	35%	25%	39%
Grade 8 Math	9%	7%	10%




2017-2018 Performance Level Score Ranges - Regents Assessments

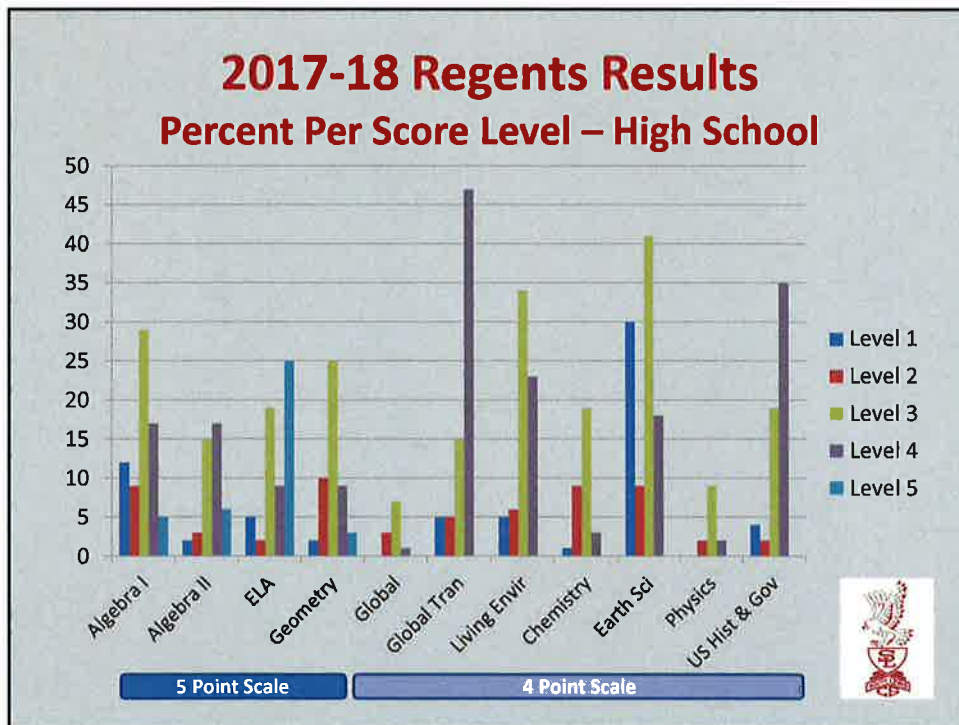
Performance Level	Score Ranges		
	Annual ELA and Math Regents	Annual Science and Social Studies Regents	Regents for Accountability
1	English, Algebra I, Geometry & Algebra II (0-54)	0-54	English, Algebra I, Geometry & Algebra II (0-64)
2	English, Algebra I, Geometry & Algebra II (55-64)	55-64	English (65-78) Algebra I & Geometry (65-79) Algebra II (65-77)
3	English (65-78) Algebra I & Geometry (65-79) Algebra II (65-77)	65-84	English (79-84) Algebra I & Geometry (80-84) Algebra II (78-84)
4	English (79-84) Algebra I & Geometry (80-84) Algebra II (78-84)	85-100	English, Algebra I, Geometry & Algebra II (85-100)
5	English, Algebra I, Geometry & Algebra II (85-100)	N/A	N/A

NYS Regents Results

Percent of Students Scoring Each Level
South Lewis High School



	Level 1	Level 2	Level 3	Level 4	Level 5	% Proficient
CC Algebra I	16.7%	12.5%	40.3%	23.6%	6.9%	70.8%
CC Algebra II	4.7%	7%	34.9%	39.5%	14%	88.4%
CC ELA	8.3%	3.3%	31.7%	15%	41.7%	88.3%
CC Geometry	4.1%	20.4%	51%	18.4%	6.1%	75.5%
Regents Global	0%	27.3%	63.6%	9%		72.7%
Global Transition	6.9%	6.9%	20.8%	65.3%		86.1%
Living Environment	7.4%	8.8%	50%	33.8%		83.8%
Phy Set/Chemistry	3.1%	28.1%	59.4%	9.4%		68.8%
Phy Set/Earth Sci	30.6%	9.2%	41.8%	18.4%		60.2%
Phy Set/Physics	0%	15.4%	69.2%	15.4%		84.6%
US History & Gov	6.7%	3.3%	31.7%	58.3%		90%



NYS Regents Results

Percentage of Students Achieving Proficiency '16, '17 & '18

	% Proficient 2016	% Proficient 2017	% Proficient 2018
CC Algebra I	71%	83%	71%
CC Algebra II	88%	84%	88%
CC ELA	96%	93%	88%
CC Geometry	75%	88%	76%
Regents Global	84%	76%	73%
Global Transition	-	-	86%
Living Environment	92%	78%	84%
Phy Set/Chemistry	84%	67%	69%
Phy Set/Earth Sci	62%	67%	60%
Phy Set/Physics	82%	86%	85%
US History & Gov	95%	95%	90%



4 Year Graduation Rate

2016, 2017 & 2018



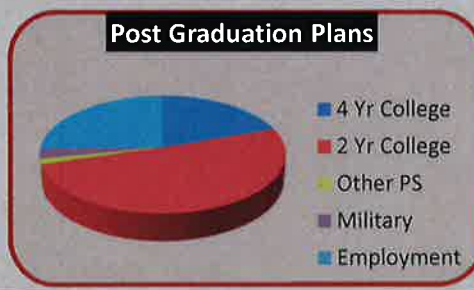
4 Year Graduation Rate	2015-2016 (2012 Cohort)	2016-2017 (2013 Cohort)	2017-2018 (2014 Cohort)
South Lewis High School	88%	91%	87%

4 Year Graduation Rate Students with Disabilities	2015-2016 (2012 Cohort)	2016-2017 (2013 Cohort)	2017-2018 (2014 Cohort)
South Lewis High School	32%	36%	36%



2017-2018 Post Graduation Plans

Post Graduation Plan	Number	Percentage
To a 4 Year College	14	20%
To a 2 Year College	36	51%
To Other Post Secondary	1	1%
To the Military	2	3%
To Employment	18	25%



Growth Scores.....

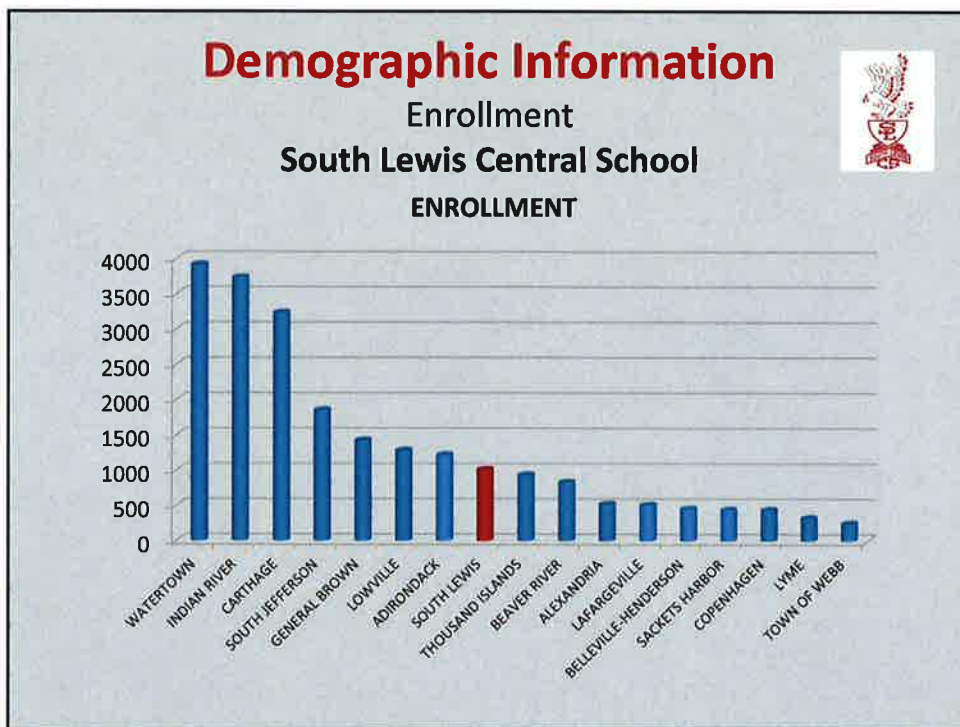
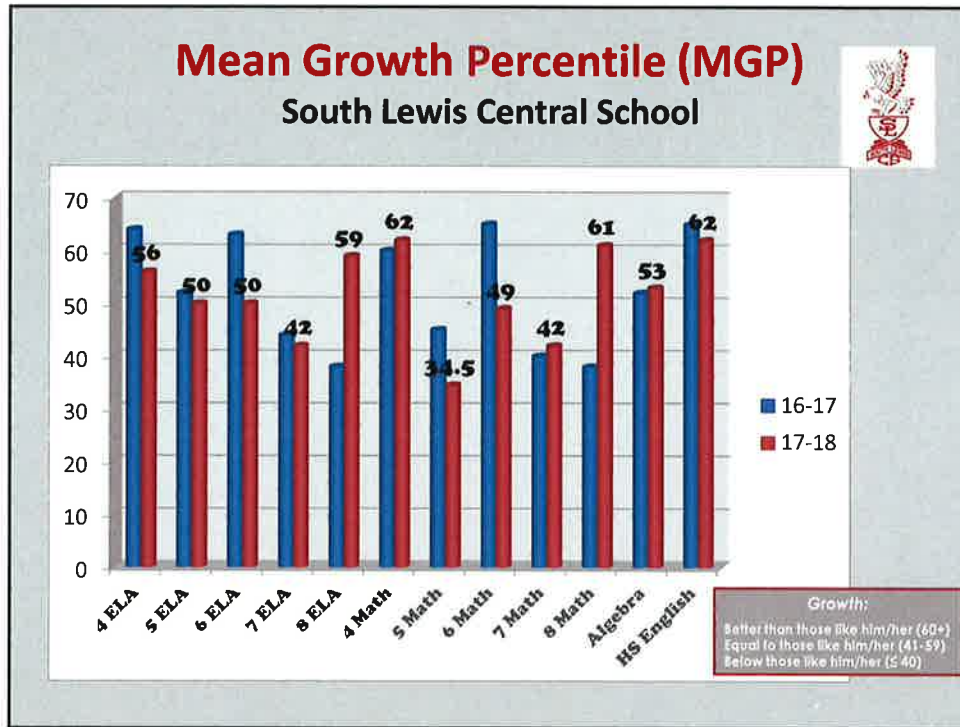


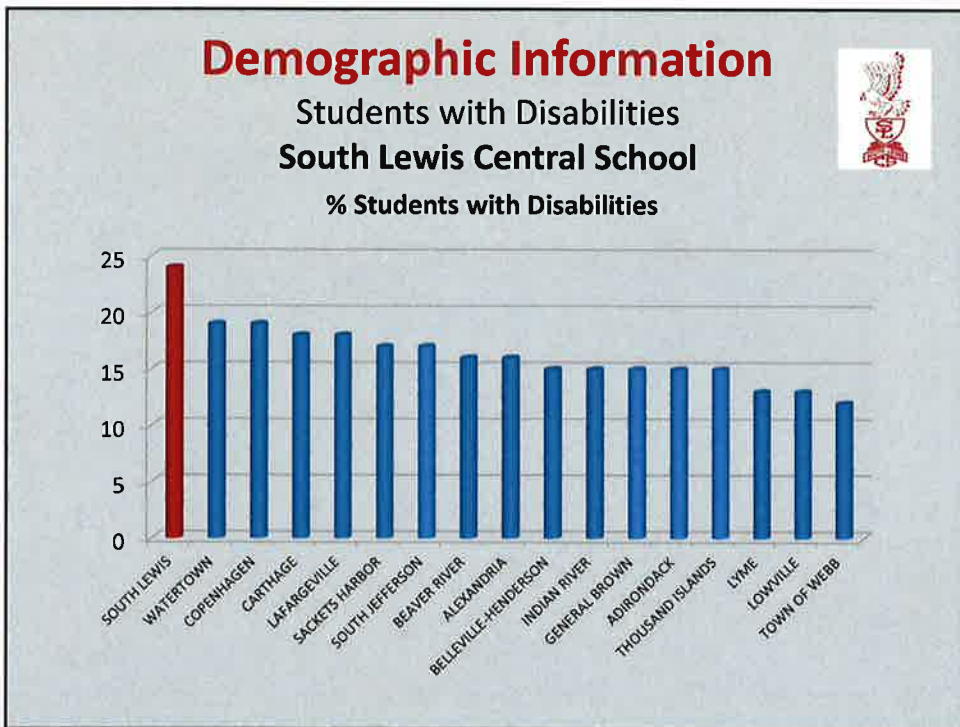
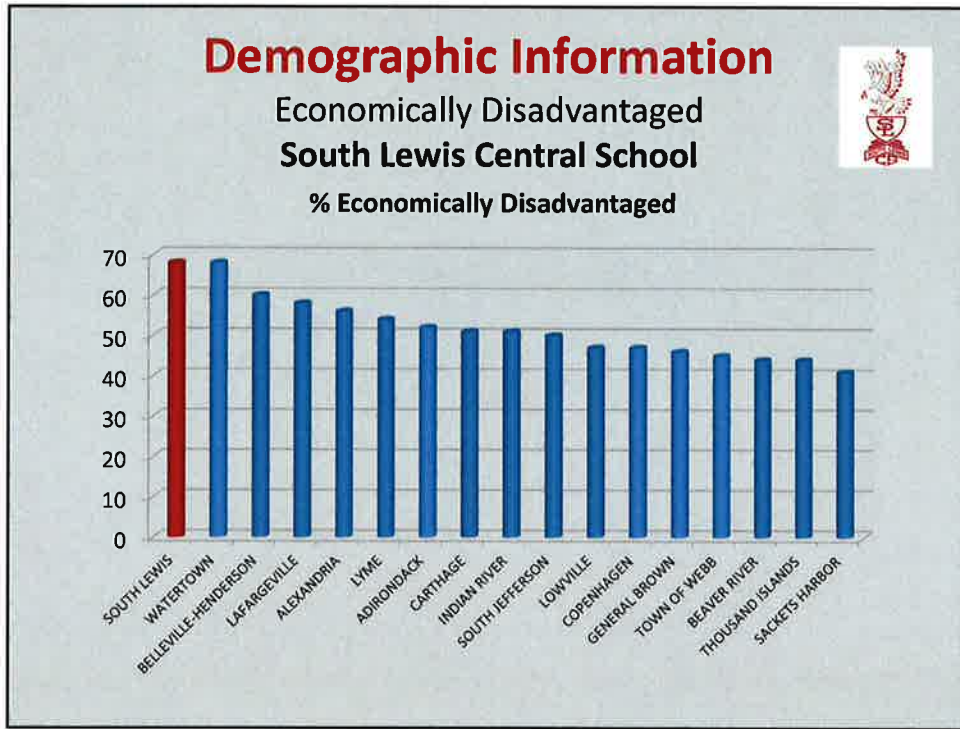
Measuring Student Growth

Student Growth: A Student Growth Percentile (SGP) is calculated for all possible students and measures a student's improvement, or growth, related to other similar students. For example, a student that receives an SGP of 50 scored as high or higher than 50% of students in the state with similar prior test histories would be expected to score on assessments.


Mean Growth Percentile: A Mean Growth Percentile (MGP) is attributed to an institution by averaging all SGPs. MGPs measure an institution's average growth based on the mean of the SGPs. An MGP of 50 had students that, on average, score as high or higher than 50% of students with similar prior test histories.








Accountability under ESSA.....




**Elementary-Middle Level
Accountability Factors:**

- *Composite Performance (academic achievement in English language arts, math and science);*
- *Student Growth in English language arts and mathematics;*
- *Progress of English language learners towards English Language Proficiency;*
- *Academic Progress in English language arts and mathematics; and*
- *Chronic Absenteeism*




Accountability under ESSA.....




High School Accountability Factors:

- *Composite Performance (academic achievement in English language arts, math, science and social studies);*
- *Graduation Rate (4-, 5-, and 6-year cohorts);*
- *Progress of English language learners towards English Language Proficiency;*
- *Academic Progress in English language arts and mathematics;*
- *Chronic Absenteeism; and*
- *College, Career and Civic Readiness*



Accountability under ESSA.....





Measures of Interim Progress (MIPs)


The Commissioner has set an end goal for the state for each of the following measures (n-size=30):

- **ELA and Math Academic Progress**
- **4-, 5-, and 6-year graduation rates**
- **English Language Proficiency**
- **Chronic Absenteeism**
- **College, Career and Civic Readiness.**

South Lewis has MIPs for the four highlighted above.





Accountability under ESSA.....



Measures of Interim Progress (MIPs)

Subject	End Goal	State LTG	NY 17-18 MIP	NY 18-19 MIP	SL 17-18 MIP	SL 18-19 MIP
Chronic Absentee – Grades 1-8	5%	13.3%	15%	14.6%	15.7%	15.3%
3-8 ELA	200	117.3	100.7	104.8	109	112.8
3-8 Math	200	119.4	103.3	107.3	115.5	119
Chronic Absentee – Grades 9-12	5%	20.4%	23.4%	22.6%	24%	23.2%
College, Career and Civic Ready	175	136	138.2	130.2	151	152



Accountability under ESSA.....



How are MIPs Calculated?

- An **End Goal** was determined by NYSED
- A **baseline** was established using **2016-2017** data and the gap between the two calculated.
- 20% of the gap plus the baseline equals the **long term goal** (LTG = 20% gap closure).
- The gap was divided by **5** (5 years to close the gap by 20% - SY 2021-2022)
- The **1/5 of the gap** is added to each year to determine the Measure of Interim Progress



Accountability under ESSA.....



What MIPs were established for South Lewis?

- **District wide** and for each **building**
- **Categories:** Chronic Absenteeism, 3-8 ELA and Math, Graduation Rate 4-, 5- and 6-Year Cohort, College, Career & Civic Readiness, High School ELA and Math
- **Subgroup Accountability:** All Students, Economically Disadvantaged, Students with Disabilities, and White





Accountability under ESSA.....

Measures of Interim Progress (MIPs)

How is accountability determined by MIPs?



	Did not Meet LTG	Met LTG	Exceeded LTG
Did Not Meet Either MIP	Level 1	N/A	N/A
Met Lower of State or School MIP	Level 2	Level 3	N/A
Met Higher of the State or School MIP	Level 3	Level 4	Level 4


Accountability under ESSA.....

Measures of Interim Progress (MIPs)

District Wide 3-8 ELA - Group Name	SA Score	SA 17-18 MIP	NY 17-18 MIP	NY LTG	NY Exceeded LTG	Level Achieved
All Students	130.86	109	100.7	117.3	158.7	Level 4
Economically Disadvantaged	121.16	96.17	90.7	108.9	154.5	Level 4
Students with Disabilities	75.00	63	54.4	78.6	139.3	Level 3
White	132.00	110.3	98.0	115.0	157.5	Level 4





Accountability under ESSA.....




School Accountability Designations

Designation	Designation Criteria
<i>Recognition Schools</i>	A school that is high-performing or rapidly improving as determined by the Commissioner
<i>Schools in Good Standing</i>	A school that is not TSI, CSI or Recognition
<i>Targeted Support and Improvement Schools (TSI)</i>	A school with low-performing subgroups of students
<i>Comprehensive Support and Improvement Schools (CSI)</i>	A school with low overall performance for the All Students group, a graduation rate below 67% , or a school with low-performing subgroups that have not improved




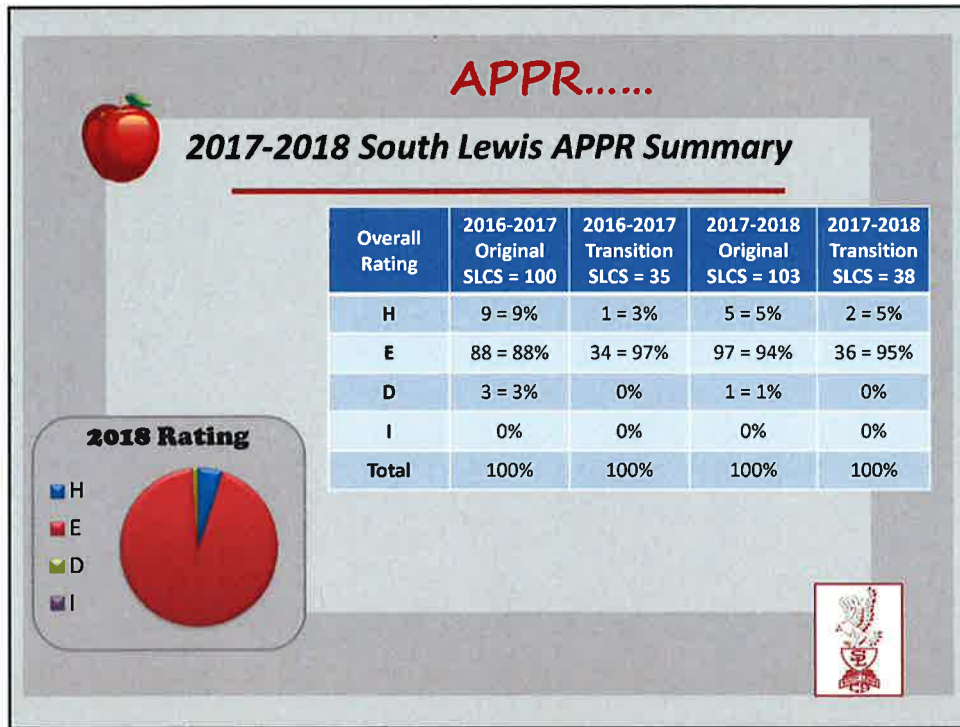
APPR.....



Determining Overall Evaluation Ratings

		Observation			
		Highly Effective (H)	Effective (E)	Developing (D)	Ineffective (I)
Student Performance	Highly Effective (H)	H	H	E	D
	Effective (E)	H	E	E	D
	Developing (D)	E	E	D	I
	Ineffective (I)	D	D	I	I





Nov. Bde mtg



Memo To: Mr. Doug Premo
Superintendent

From : Rich Poniktera *RAP*
Director of Facilities III

Re: Items for discard/disposal and or public sale

Date: October 17, 18

We have a 2009 Chevy van that was replaced and would like to list it on auctions international.

SOUTH LEWIS CENTRAL SCHOOLS

School Vehicle Lease Agreement

AGREEMENT made this September 26, 2018 between South Lewis Central School District, County of Lewis, New York, hereinafter called the Lessor, and Jefferson-Lewis BOCES hereinafter called the Lessee, in manner following:

The Lessor hereby leases the following school vehicle(s) for a term commencing on the October 1, 2018, and ending on June 30, 2019, upon the terms specified below:

<u>VEHICLE NO.</u>	<u>MAKE</u>	<u>YEAR</u>	<u>CAPACITY</u>	<u>ENGINE/SERIAL NO.</u>
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The Lessor certifies that the vehicle(s) described herein meet(s) the specifications of the New York State Education Department and also the rules and regulations pertaining to school buses of the Department of Transportation and the Department of Motor Vehicles.

The Lessee agrees to pay the Lessor as rental for the use of said school vehicles the sum of \$15.00/day for the lease and school district provided insurance coverage plus \$2.00/mile as well as \$15.00/hour for the cost of the driver's wages and benefits payable within 30 days upon receipt of a billing invoice. The driver of the school vehicle must be an approved South Lewis Central School District Bus Driver.

Each school bus above described has been examined by Lessee, who accepts the same in its present condition. The Lessee shall inspect the vehicle and notify the Lessor of any damage before use by the Lessee and at the time the vehicle is returned. In addition the Lessee shall remove any trash and other items and return the school vehicle in broom clean condition.

The Lessor hereby agrees that the motor vehicle(s) heretofore described will be used only for the designated purpose(s): (Check all provisions that apply)

- (a) any senior citizens center or organization that is recognized and funded by the office for the aging;
- (b) any non-profit incorporated organization serving senior citizens;
- (c) any non-profit incorporated organization serving the physically or mentally handicapped;
- (d) any not-for-profit organization that provides recreation, youth services, or the operation of playgrounds or neighborhood recreation centers;
- (e) any municipal corporation, as defined in the general construction law;
- (f) any not-for-profit organization providing transportation services in rural counties as defined in section seventy-three-c of the transportation law for children participating in the agricultural child care program authorized by the agriculture and markets law; and
- (g) an operator of a coordinated public transportation service, as defined by section seventy-three-c of the transportation law, for the purpose of providing a portion of a coordinated public transportation service plan as authorized by article two-F of the transportation law.
- (h) any not-for-profit organization, community based organization, or educational or employment and training agency which provides education or employment and training services for youths and adults in a rural county, as defined by section seventy-three-c of the transportation law.
- (i) any fire company as defined in subdivision two of section three of the volunteer firefighters' benefit law, or an ambulance company as defined in subdivision two of section three of the volunteer ambulance workers' benefit law.

The Lessee hereby agrees to reimburse the Lessor for any damage to each said school bus occurring while said school bus is in the possession of the Lessee under Lease which is not covered by the aforementioned insurance. This includes, but is not limited to, the approximate \$1000.00 collision, liability and/or comprehensive deductible of the aforementioned insurance.

The parties hereto agree to have any and all liability, personal injury, fire, extended coverage or any and all material damage insurance endorsed with the following subrogation clause: "This insurance

shall not be invalidated should the insured waive in writing prior to a loss any or all right of recovery against any party for loss resulting from personal injury or damage occurring to the property described herein:" and each party hereto hereby waives all claims for recovery from the other party for any loss for personal injury or damage to any of its property insured under valid and collectible insurance policies to the extent of any recovery collectible under such insurance.

The Lessee acknowledges receipt from the Lessor of a true copy of this lease which comprises the entire Lease Agreement between the parties and supersedes any and all other agreements respecting the school bus herein described.

ALL LEASE AGREEMENTS MUST BE APPROVED BY RESOLUTION OF THE BOARD OF EDUCATION PRIOR TO USE OF THE VEHICLE BY THE LESSEE.

IN WITNESS WHEREOF, Lessor and Lessee have executed this agreement in duplicate, one copy being delivered to and retained by both the Lessor and Lessee, on the day and year first above written.

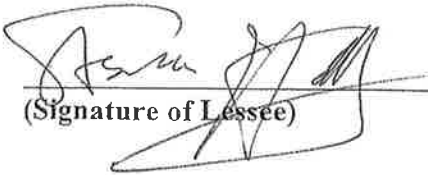
**Board of Education of the
South Lewis Central School District
County of Lewis, New York (Lessor)**

By:

President of the Board of Education

Stephen J. Todd, District Superintendent
(Name of Lessee)

By:


(Signature of Lessee)

SOUTH LEWIS CENTRAL SCHOOLS

Non-School Group Request for Contracting of School Owned Vehicles (Information Sheet to be Attached to Lease)

Name of Person/Group/Organization Making Request: Jefferson-LewisBOCES

Contact Name: Alicia Ross Date of Request: August 27, 2018

Phone: 315-377-7362 Email: aross@boces.com

Billing Address: 20104 State Route 3, Watertown, NY 13601

Destination: Weekly visits to community worksites

Purpose of Trip: Moving Forward students visit regional worksites

of Adults: 2 # of Students: 4 (at this time)

Number and Type of Vehicles Requested: 1 DOT approved transport

Name and Cell # of Supervising Adult: Janice Young 315-486-2128

Number of other Supervising Adults: 1

Date(s) of Trip: 10/01/2018 Type of Trip: _____ Overnight Drop & Return

Pick-Up Time and Location: Schedule will be created by 9/17/18 to be shared

Return Time and Location: _____

Special Requests: _____

Alicia Ross
Requesting Name


Requesting Signature

8/27/18
Date

Insurance Requirements: Insurance coverage is required by section 1501-b of the Education Law and includes the cost of public liability and property damage insurance, fire insurance and compensation insurance of drivers and the cost of collision insurance in the amount of the value of the vehicle to protect the lessor. The cost of insurance coverage is included within the lease amount.

For School District Use Only

Lease Request Receiving Date: _____

Transportation Department Approval Date: _____

Board of Education Approval Date: _____

Instruction

SUBJECT: STUDENT FIELD TRIPS

The Board of Education recognizes that field trips are an educationally sound and important ingredient in the instructional program of the schools.

Guidelines governing field trips in the South Lewis School System:

- a) Field trips are an extension of the curriculum and, as such, should be planned with a definite educational objective in mind.
- b) Appropriate instruction shall precede and follow each trip.
- c) Field trips should be selected from the approved list or with prior approval from the Principal. Trips should be taken at appropriate grade levels and not be repeated.
- d) Transportation for one major field trip, per class, will be subsidized by the School District. Whenever possible, classes will double up to save transportation costs. Additional field trips subsidized by fund raising, PTO, etc., may be taken on school time as long as they are an extension of the curriculum. Whenever possible, trips of a recreational nature should be taken during the month of June, after school hours, during vacation periods, or on weekends. Major field trips may include a planned recreational activity as long as it is kept within reason.
- e) In addition to one major field trip, local field trips will be allowed and approval given on the merit of the trip and available money.
- f) All field trips must be supervised by a teacher and an appropriate number of chaperones.
- g) Each child who goes on a field trip must have written parental permission on file, and the teacher must carry with them pertinent emergency medical information. Major field trips will require an additional parent permission.
- h) Day trips should not exceed one hundred fifty (150) miles one way or exceed twelve (12) hours, K through 3 and fourteen (14) hours, 4 through 6 from time of departure to arrival back at school.
- i) Teachers taking extended field trips, especially to Canada, will have in their possession an updated class printout sheet, which includes date of birth, home telephone number, parent name, etc.
- j) All students taking field trips to Canada will carry personal identification. This might be appropriate for any of the major field trips.

(Continued)

Instruction

SUBJECT: STUDENT FIELD TRIPS (Cont'd.)

- k) Students on field trips are considered present for attendance purposes, and if not with homeroom group, given ample opportunity to make up any work missed.
- l) Field trips are an extension of regular classroom activities and, as such, the teacher is ultimately responsible for the conduct of all students both on and off the bus.
- m) Pupils may be asked to pay all or part of the expenses of field trips, but students will not be excluded from participation because of individual student expenses. Raising money through fund raising is permissible as long as approved guidelines are followed.
- n) School bus transportation will be used when arrangements can be made that do not disrupt regular school bus schedules.
- o) To deny a student attendance on a field trip is denying him full advantage of the educational process. If a student is denied participation, the reasons should be well documented and parents notified. Students who are denied attendance or lack parental approval for a trip should be provided with assigned work which will cover some aspect of the learning experience which is being missed.
- p) The taking of extended day trips or overnight trips are encouraged by the Board of Education but are voluntary.
- q) Wherever possible, teachers should share experiences, information, and even coordinating field trips between buildings. District wide trips are encouraged.
- r) Pre-trip planning, which may include visiting in advance, is essential to prevent "surprises" like inadequate restroom facilities, no parking for the bus, etc.
- s) Overnight trips must be approved by the Board of Education and dates scheduled at least eight weeks in advance. Procedures that will be followed: Bus trips up to one thousand (1000) miles round trip will be provided by the South Lewis Transportation Department. Organizations will pay a per mile charge for the bus and driver for trips over one thousand (1000) miles. The rate for a driver will be \$1.15/mile and the rate for mileage will be \$.35/mile. If transportation cannot be provided by the South Lewis Transportation Department, the Board of Education will consider, upon individual request, funds for a motor coach. **The District will pay \$3.00/mile up to \$2250 when a motor coach is used.** Organizations that do not request the use of a South Lewis bus will pay full charge for a motor coach. The selected motor coach must meet all District transportation regulations and policies.
- t) An outline of the trip including all activities has to be submitted to the appropriate administrator for approval.

(Continued)

Instruction

SUBJECT: STUDENT FIELD TRIPS (Cont'd.)

Chaperones

- a) All chaperones are arranged through the teacher in charge.
- b) Children of pre-school age may not accompany parents when the parents serve as chaperones on a field trip.
- c) Chaperones should be informed in advance of their duties and responsibilities by the teacher in charge.
- d) Unless there is a space problem or special circumstances, chaperones are expected to ride the bus and assist with discipline.
- e) Room mothers should be considered as chaperones.

Adoption Date: 05/13/14

Revised:

SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE

The District is committed to maintaining a discrimination-free work environment. Sexual harassment is one form of workplace discrimination. This policy addresses sexual harassment in the workplace and is one component of the District's commitment to a discrimination-free work environment. The District will provide this policy to all employees in writing. The District will post this policy prominently throughout the District to the extent practicable.

Sexual harassment is a form of employee misconduct, a violation of District policy, and unlawful. Employees of every level who engage in sexual harassment, including supervisory personnel who engage in sexual harassment, who knowingly allow such behavior to continue, or fail to report suspected sexual harassment will be subject to remedial and/or disciplinary action by the District. Sexual harassment may also subject the District to liability for harm to targets of sexual harassment. Harassers may also be individually subject to liability.

This policy applies to all instances of sexual harassment perpetrated against a "covered person," regardless of immigration status, by anyone in the workplace, including a co-worker, supervisor, or third-party such as a non-employee, paid or unpaid intern, vendor, building security, visitor, volunteer, parent, or student. For purposes of this policy, a "covered person" includes:

- a) Employees;
- b) Applicants for employment;
- c) Paid or unpaid interns; and
- d) Non-employees, which include anyone who is (or is employed by) a contractor, subcontractor, vendor, consultant, or other person providing services pursuant to a contract in the workplace.

Sexual harassment in the workplace can occur between any individuals, regardless of their sex or gender. Unlawful sexual harassment is not limited to the physical workplace itself. Sexual harassment can occur on school grounds, school buses or District vehicles, and at school-sponsored events, programs, or activities, including those that take place at locations off school premises. It can also occur while employees are traveling for District business. Calls, texts, emails, and social media usage can constitute unlawful workplace harassment, even if they occur away from school grounds, on personal devices, or during non-work hours.

What Constitutes Sexual Harassment

Sexual harassment is a form of sex discrimination and is unlawful under federal, state, and (where applicable) local law. Sexual harassment includes harassment on the basis of sex, sexual orientation, self-identified or perceived sex, gender expression, gender identity, and the status of being transgender.

(Continued)

Personnel

SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)

Sexual harassment includes unwelcome conduct which is either of a sexual nature, or which is directed at an individual because of that individual's sex when:

- a) Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment, even if the reporting individual is not the intended target of the sexual harassment;
- b) Such conduct is made either explicitly or implicitly a term or condition of employment; or
- c) Submission to or rejection of such conduct is used as the basis for employment decisions affecting an individual's employment.

A sexually harassing hostile work environment includes, but is not limited to, words, signs, jokes, pranks, intimidation or physical violence which are of a sexual nature, or which are directed at an individual because of that individual's sex. Sexual harassment also consists of any unwanted verbal or physical advances, sexually explicit derogatory statements or sexually discriminatory remarks made by someone which are offensive or objectionable to the recipient, which cause the recipient discomfort or humiliation, which interfere with the recipient's job performance.

Sexual harassment also occurs when a person in authority tries to trade job benefits for sexual favors. This can include hiring, promotion, continued employment or any other terms, conditions or privileges of employment. This is also called "quid pro quo" harassment.

Any covered person who feels harassed should report the conduct so that any violation of this policy can be corrected promptly. Any harassing conduct, even a single incident, can be addressed under this policy.

Examples of Sexual Harassment

The following describes some actions that may constitute unlawful sexual harassment and that are strictly prohibited:

- a) Physical acts of a sexual nature, such as:
 1. Touching, pinching, patting, kissing, hugging, grabbing, brushing against another person's body or poking another person's body; and
 2. Rape, sexual battery, molestation or attempts to commit these assaults.
- b) Unwanted sexual advances or propositions, such as:

(Continued)

Personnel

SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)

1. Requests for sexual favors accompanied by implied or overt threats concerning the target's job performance evaluation, a promotion or other job benefits or detriments; and
2. Subtle or obvious pressure for unwelcome sexual activities.
- c) Sexually oriented gestures, noises, remarks or jokes, or comments about a person's sexuality or sexual experience, which create a hostile work environment.
- d) Sex stereotyping, which occurs when conduct or personality traits are considered inappropriate simply because they may not conform to other people's ideas or perceptions about how individuals of a particular sex should act or look.
- e) Sexual or discriminatory displays or publications anywhere in the workplace, such as pictures, posters, calendars, graffiti, objects, promotional material, reading materials, or other materials that are sexually demeaning or pornographic. This includes such sexual displays on workplace computers or cell phones and sharing such displays while in the workplace.
- f) Hostile actions taken against an individual because of that individual's sex, sexual orientation, gender identity, and the status of being transgender, such as:
 1. Interfering with, destroying or damaging a person's workstation, tools or equipment, or otherwise interfering with the individual's ability to perform the job;
 2. Sabotaging an individual's work; and
 3. Bullying, yelling, or name-calling.

Prohibition of Retaliatory Behavior (Whistle-Blower Protection)

Unlawful retaliation can be any action that could discourage a covered person from coming forward to make or support a sexual harassment claim. Adverse action need not be job-related or occur in the workplace to constitute unlawful retaliation (e.g., threats of physical violence outside of work hours).

The District prohibits any retaliatory behavior directed against complainants, victims, witnesses, and/or any other individuals who participate in the investigation of a complaint of sexual harassment. Such retaliation is unlawful under federal, state, and (where applicable) local law. The New York State Human Rights Law protects any individual who has engaged in "protected activity." Protected activity occurs when a person has:

- a) Made a complaint of sexual harassment, either internally or with any anti-discrimination agency;

(Continued)

Personnel

SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)

- b) Testified or assisted in a proceeding involving sexual harassment under the Human Rights Law or other anti-discrimination law;
- c) Opposed sexual harassment by making a verbal or informal complaint of harassment to a supervisor, building principal, other administrator, or the Superintendent;
- d) Reported that another employee has been sexually harassed; or
- e) Encouraged a fellow employee to report harassment.

Even if the alleged harassment does not turn out to rise to the level of a violation of law, the individual is protected from retaliation if the person had a good faith belief that the practices were unlawful. However, the retaliation provision is not intended to protect persons making intentionally false charges of harassment.

Reporting Sexual Harassment

Preventing sexual harassment is everyone's responsibility. The District cannot prevent or remedy sexual harassment unless it knows about it. Any covered person who has been subjected to behavior that may constitute sexual harassment is encouraged to report such behavior to a supervisor, building principal, other administrator, or the Superintendent. Anyone who witnesses or becomes aware of potential instances of sexual harassment should report such behavior.

Reports of sexual harassment may be made verbally or in writing. A form for submission of a written complaint is posted on the District website, and all covered persons are encouraged to use this complaint form. Persons who are reporting sexual harassment on behalf of another person should use the complaint form and note that it is being submitted on another person's behalf.

Any person who believes they have been a target of sexual harassment may also seek assistance in other available forums, as explained below in the section on Legal Protections.

Supervisory Responsibilities

All supervisors, building principals, and other administrators who receive a complaint or information about suspected sexual harassment, observe what may be sexually harassing behavior or for any reason suspect that sexual harassment is occurring, are required to report such suspected sexual harassment to the Superintendent. In the event the Superintendent is the alleged harasser, the report will be directed to another administrator (School Business Administrator) if the District has designated another individual to serve in that capacity.

(Continued)

Personnel

SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)

In addition to being subject to discipline if they engaged in sexually harassing conduct themselves, supervisors, building principals, and other administrators will be subject to discipline for failing to report suspected sexual harassment or otherwise knowingly allowing sexual harassment to continue.

Supervisors, building principals, and other administrators will also be subject to discipline for engaging in any retaliation.

Investigating Complaints

All complaints or information about sexual harassment will be investigated, whether that information was reported in verbal or written form. Investigations will be conducted in a timely manner, and will be confidential to the extent possible.

An investigation of any complaint, information or knowledge of suspected sexual harassment will be prompt and thorough, commenced immediately and completed as soon as possible. The investigation will be kept confidential to the extent possible. Disclosure may, however, be necessary to complete a thorough investigation of the charges and/or notify law enforcement officials. All persons involved, including complainants, witnesses, and alleged harassers will be accorded due process, as outlined below, and in accordance with any applicable collective bargaining agreements to protect their rights to a fair and impartial investigation.

The District will not tolerate retaliation against anyone who files complaints, supports another's complaint, or participates in an investigation regarding a violation of this policy.

While the process may vary from case to case, investigations should be done in accordance with the following steps:

- a) Upon receipt of a complaint, the Superintendent will conduct an immediate review of the allegations, and take any interim actions (e.g., instructing the respondent to refrain from communications with the complainant), as appropriate. In the event that the Superintendent is the alleged harasser, the complaint will be directed to another administrator (School Business Administrator) or District designee for investigation.
- b) If a complaint is verbal, encourage the individual to complete the complaint form, which is available on the District website, in writing. If he or she refuses, prepare a complaint form based on the verbal reporting.
- c) If documents, emails, or phone records are relevant to the investigation, take steps to obtain and preserve them.
- d) Request and review all relevant documents, including all electronic communications.

(Continued)

Personnel

SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)

- e) Interview all parties involved, including any relevant witnesses. If a student is involved, the District will follow all applicable District policies and procedures regarding questioning students.
- f) Create written documentation of the investigation (such as a letter, memo or email), which contains the following:
 - 1. A list of all documents reviewed, along with a detailed summary of relevant documents;
 - 2. A list of names of those interviewed, along with a detailed summary of their statements;
 - 3. A timeline of events;
 - 4. A summary of prior relevant incidents, reported or unreported; and
 - 5. The basis for the decision and final resolution of the complaint, together with any corrective action(s).
- g) Keep the written documentation and associated documents in a secure and confidential location.
- h) Promptly notify the individual who reported and the individual(s) about whom the complaint was made of the final determination and implement any corrective actions identified in the written document.
- i) Inform the individual who reported of the right to file a complaint or charge externally as outlined in the next section.

If an investigation reveals that discrimination or harassment has occurred, the District will take immediate corrective action as warranted. This action will be taken in accordance with applicable laws and regulations, as well as any and all relevant codes of conduct, District policies and administrative regulations, collective bargaining agreements, and/or third-party contracts.

Annual Training

The District will provide a sexual harassment prevention training program to all employees on an annual basis. The training will be interactive and will include:

- a) An explanation of sexual harassment consistent with guidance issued by the Department of Labor in consultation with the Division of Human Rights;
- b) Examples of conduct that would constitute unlawful sexual harassment;

(Continued)

Personnel

SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)

- c) Information concerning the federal and state statutory provisions concerning sexual harassment and remedies available to victims of sexual harassment;
- d) Information concerning employees' rights of redress and all available forums for adjudicating complaints; and
- e) Information addressing conduct by supervisors and any additional responsibilities for such supervisors.

Legal Protections and External Remedies

Sexual harassment is not only prohibited by the District but is also prohibited by state, federal, and, where applicable, local law.

Aside from the District's internal process, individuals may also choose to pursue legal remedies with the following governmental entities. While a private attorney is not required to file a complaint with a governmental agency, an individual may seek the legal advice of an attorney.

In addition to those outlined below, individuals may have additional legal protections.

State Human Rights Law (HRL)

The Human Rights Law (HRL), codified as N.Y. Executive Law, art. 15, § 290 et seq., applies to all employers in New York State with regard to sexual harassment, and protects covered persons, regardless of immigration status. A complaint alleging violation of the Human Rights Law may be filed either with the Division of Human Rights (DHR) or in New York State Supreme Court.

Complaints with DHR may be filed any time within one year of the harassment. If an individual did not file with DHR, they can sue directly in state court under the HRL, within three years of the alleged sexual harassment. An individual may not file with DHR if they have already filed a HRL complaint in state court.

Complaining internally to the District does not extend your time to file with DHR or in court. The one year or three years is counted from the date of the most recent incident of harassment.

Individuals do not need an attorney to file a complaint with DHR, and there is no cost to file with DHR.

DHR will investigate your complaint and determine whether there is probable cause to believe that sexual harassment has occurred. Probable cause cases are forwarded to a public hearing before an administrative law judge. If sexual harassment is found after a hearing, DHR has the power to award relief, which varies but may include requiring your employer to take action to stop the harassment, or redress the damage caused, including paying of monetary damages, attorney's fees and civil fines.

(Continued)

Personnel

SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)

DHR's main office contact information is: NYS Division of Human Rights, One Fordham Plaza, Fourth Floor, Bronx, New York 10458. Individuals may call (718) 741-8400 or visit: www.dhr.ny.gov.

Contact DHR at (888) 392-3644 or visit dhr.ny.gov/complaint for more information about filing a complaint. The website has a complaint form that can be downloaded, filled out, notarized and mailed to DHR. The website also contains contact information for DHR's regional offices across New York State.

Civil Rights Act of 1964

The United States Equal Employment Opportunity Commission (EEOC) enforces federal anti-discrimination laws, including Title VII of the 1964 federal Civil Rights Act (codified as 42 USC § 2000e et seq.). An individual can file a complaint with the EEOC anytime within 300 days from the harassment. There is no cost to file a complaint with the EEOC. The EEOC will investigate the complaint, and determine whether there is reasonable cause to believe that discrimination has occurred, at which point the EEOC will issue a Right to Sue letter permitting the individual to file a complaint in federal court.

The EEOC does not hold hearings or award relief, but may take other action including pursuing cases in federal court on behalf of complaining parties. Federal courts may award remedies if discrimination is found to have occurred. In general, private employers must have at least 15 employees to come within the jurisdiction of the EEOC.

An individual alleging discrimination at work can file a "Charge of Discrimination." The EEOC has district, area, and field offices where complaints can be filed. Contact the EEOC by calling 1-800-669-4000 (TTY: 1-800-669-6820), visiting their website at www.eeoc.gov or via email at info@eeoc.gov.

If an individual filed an administrative complaint with DHR, DHR will file the complaint with the EEOC to preserve the right to proceed in federal court.

Title IX

Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex in any federally funded education program or activity. The U.S. Department of Education's Office for Civil Rights (OCR) enforces Title IX of the Education Amendments of 1972.

For more information about how to file a complaint, contact OCR at 800-421-3481 (TDD 800-877-8339) or visit: <https://www2.ed.gov/about/offices/list/ocr/docs/howto.html>. The website contains information about filing the complaint online, by mail, or by email.

(Continued)

SUBJECT: SEXUAL HARASSMENT IN THE WORKPLACE (Cont'd.)Local Protections

Many localities enforce laws protecting individuals from sexual harassment and discrimination. An individual should contact the county, city or town in which they live to find out if such a law exists.

Local Police Department

If the harassment involves unwanted physical touching, coerced physical confinement or coerced sex acts, the conduct may constitute a crime. Contact the local police department.

Title VII of the Civil Rights Act of 1964, 42 USC § 2000e et seq.
Title IX of the Education Amendments of 1972, 20 USC § 1681 et seq.
29 CFR § 1604.11(a)
34 CFR Subtitle B, Chapter I
Civil Service Law § 75-B
Executive Law Article 15
Labor Law § 201-g

NOTE: Refer also to Policies #3420 -- Anti-Harassment in the School District
#6122 -- Complaints and Grievances By Employees
#7551 -- Sexual Harassment of Students

Adoption Date: 3/16/10

Revised:

Personnel

SUBJECT: SEXUAL HARASSMENT OF DISTRICT PERSONNEL

The Board of Education affirms its commitment to non-discrimination and recognizes its responsibility to provide for all District employees an environment that is free of sexual harassment and intimidation. Sexual harassment is a violation of law and stands in direct opposition to District policy. Therefore, the Board prohibits and condemns all forms of sexual harassment by employees, school volunteers, students, and non-employees such as contractors and vendors which occur on school grounds and at all school-sponsored events, programs and activities including those that take place at locations off school premises and in another state. Generally, sexual harassment is defined as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when:

- a) Submission of such conduct is made, either explicitly or implicitly, a term or condition of an individual's employment;
- b) Submission to or rejection of such conduct by an individual is used as a basis for employment decisions affecting such individuals; and
- c) Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment.

The Board acknowledges that in determining whether sexual harassment has occurred the totality of the circumstances should be evaluated. The Board recognizes that sexual harassment can originate from a person of either sex against a person of the opposite or same sex, and from co-workers as well as supervisors, and from a third party such as a school visitor, volunteer, or vendor, or any other individual associated with the School District. The District will designate, at a minimum, two (2) Complaint Officers, one (1) of each gender.

In order for the Board to enforce this policy, and to take corrective measures as may be necessary, it is essential that any employee who believes he/she has been a victim of sexual harassment in the work environment, as well as any other person who is aware of and/or who has knowledge of or witnesses any possible occurrence of sexual harassment, immediately report such alleged harassment to the District's designated Complaint Officers through informal and/or formal complaint procedures as developed by the District. Such complaints are recommended to be in writing, although verbal complaints of alleged sexual harassment will also be promptly investigated in accordance with the terms of this policy. In the event that the Complaint Officer is the alleged offender, the employee should report his/her complaint to the next level of supervisory authority.

Upon receipt of an informal/formal complaint, the District will conduct a thorough investigation of the charges. However, even in the absence of a complaint, if the District has knowledge of or has reason to know of or suspect any occurrence of sexual harassment, the District will investigate such conduct promptly and thoroughly.

(Continued)

Personnel

SUBJECT: SEXUAL HARASSMENT OF DISTRICT PERSONNEL (Cont'd.)

To the extent possible, within legal constraints, all complaints will be treated as confidentially and privately as possible. However, disclosure may be necessary to complete a thorough investigation of the charges, and any disclosure will be provided on a "need to know" basis.

Based upon the results of the investigation, if the District determines that an employee has violated the terms of this policy and/or accompanying regulations, immediate corrective action will be taken, as warranted, up to and including termination of the offender's employment in accordance with legal guidelines, District policy and regulation, the District's Code of Conduct, and the applicable collective bargaining agreement(s). Third parties (such as school volunteers, vendors, etc.) who are found to have violated this policy and/or accompanying regulations will be subject to appropriate sanctions as warranted and in compliance with law.

Prohibition of Retaliatory Behavior

The Board prohibits any retaliatory behavior directed against complainants, victims, witnesses, and/or any other individuals who participated in the investigation of a complaint of sexual harassment. Follow-up inquiries shall be made to ensure that sexual harassment has not resumed and that all those involved in the investigation of the sexual harassment complaint have not suffered retaliation.

Finding That Harassment Did Not Occur

At any level/stage of investigation of alleged harassment, if a determination is made that harassment did not occur, the Complaint Officer will so notify the complainant, the alleged offender and the Superintendent of this determination. Such a finding does not preclude the complainant from filing an appeal pursuant to District policy or regulation and/or pursuing other legal avenues of recourse.

However, even if a determination is made that harassment did not occur, the Superintendent/designee reserves the right to initiate staff awareness and training, as applicable, to help ensure that the school community is not conducive to fostering harassment in the workplace.

In all cases, the Superintendent will inform the Board of Education of the results of each investigation involving a finding that harassment did not occur.

Knowingly Makes False Accusations

Employees and/or students who *knowingly* make false accusations against another individual as to allegations of harassment may also face appropriate disciplinary action.

(Continued)

Personnel

SUBJECT: SEXUAL HARASSMENT OF DISTRICT PERSONNEL (Cont'd.)

Privacy Rights

As part of the investigation, the District has the right to search all school property and equipment including District computers. Rooms, desks, cabinets, lockers, computers, etc. are provided by the District for the use of students and staff, but the users do not have exclusive use of these locations or equipment and should not expect that materials stored therein will be private.

Development and Dissemination of Administrative Regulations

Regulations will be developed for reporting, investigating and remedying allegations of sexual harassment. An appeal procedure will also be provided to address any unresolved complaints and/or unsatisfactory prior determinations by the applicable Complaint Officer(s).

Such regulations will be developed in accordance with federal and state law as well as any applicable collective bargaining agreement(s).

The Superintendent/designee(s) will affirmatively discuss the topic of sexual harassment with all employees, express the District's condemnation of such conduct, and explain the sanctions for harassment. Training programs will be established for employees to help ensure awareness of the issues pertaining to sexual harassment in the workplace, and to disseminate preventative measures to help reduce such incidents of prohibited conduct. Furthermore, special training will be provided for designated supervisors and managerial employees, as may be necessary, for training in the investigation of sexual harassment complaints.

A copy of this policy and its accompanying regulations will be available upon request and may be posted at various locations in each school building. The District's policy and regulations on sexual harassment will be published in appropriate school publications such as teacher/employee handbooks and/or school calendars.

Civil Rights Act of 1991, 42 United States Code (USC) Section 1981(a)
29 Code of Federal Regulations (CFR) Section 1604.11(a)
Education Law Section 2801(1)
Executive Law Sections 296 and 297

Regulation - Sexual Harassment of Employees and Sexual Harassment Formal Complaint Form and Sexual Harassment Complaint Appeal Form

Adoption Date: 3/16/10

**ADDENDUM TO AGREEMENT BY AND BETWEEN
THE COUNTY OF LEWIS, ON BEHALF OF THE
LEWIS COUNTY SHERIFF'S DEPARTMENT
AND BOARD OF EDUCATION OF
SOUTH LEWIS CENTRAL SCHOOL DISTRICT**

THIS IS AN ADDENDUM TO THE AGREEMENT, dated March 31, 2017, by and between the **COUNTY OF LEWIS**, (hereinafter "County"), on behalf of the Lewis County Sheriff's Department, with principal office located at 7660 North State Street, Lowville, New York 13367 and **BOARD OF EDUCATION OF SOUTH LEWIS CENTRAL SCHOOL DISTRICT**, (hereinafter "South Lewis") with principal address at 4264 East Road, Turin, New York 13473.

WHEREAS, the County and South Lewis previously entered into an Agreement dated March 31, 2017 to provide South Lewis with a School Resource Officer ("SRO") during the school term in consideration of South Lewis reimbursing the County the sum of \$58,673 toward the costs and expenses of a Deputy Sheriff designated to provide SRO services to South Lewis. This was for the term commencing September 1, 2017 through June 30, 2018 and thereafter as may be agreed between the parties in a successor written agreement approved by the governing Boards of each party; and

WHEREAS, the parties seek to extend the agreement to cover the school term with a School Resource Officer for the period of September 1, 2018 through June 30, 2019;

NOW, THEREFORE, in consideration of the promises and covenants herein contained, the Agreement dated March 31, 2017 between the County of Lewis, on behalf of the Lewis County Sheriff's Department and the Board of Education of South Lewis Central School District is hereby extended for the school term beginning September 1, 2018 through June 30, 2019. The County shall provide a Deputy Sheriff assigned to South Lewis as an SRO for the aforementioned time period in consideration of South Lewis paying the sum of \$58,673 to the County.

Except as specifically amended herein, all other terms and conditions of the original Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereunto have signed this Addendum to the Agreement and have affixed their signature on the day and year appearing opposite thereto.

Date: _____

By: _____

Lawrence L. Dolhof, Chairman
Lewis County Board of Legislators

Date: _____

By: _____

Barry Worczak, President
Board of Education-South Lewis Central School District

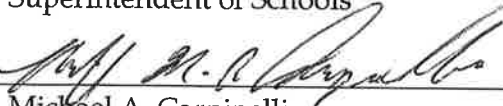
Date: _____

By: _____

Douglas Premo,
Superintendent of Schools

Date: 10-29-18

By: _____


Michael A. Carpinelli,
Lewis County Sheriff



Madison-Oneida

Board of Cooperative Educational Services

Lead • Partner • Innovate • Excel

*Celebrating 50 years
1968-2018*

BUSINESS OFFICE

Phone: 315.361.5514 ♦ Fax: 315.361.5595

LISA M. DECKER, Director of Finance, ldecker@moboces.org

November 2, 2018

Douglas Premo, Superintendent
South Lewis Central School District
4264 County Road 43
Turin, NY 13473

Dear Mr. Premo:

Per your request, below is the estimate for 602 Administrative Computer Services you are exploring with the RIC (does not include related annual RIC services):

1 st Year Payment	2018-19	\$25,000
2 nd Year Payment	2019-20	\$25,221
3 rd Year Payment	2020-21	\$25,221
4 th Year Payment	2021-22	\$25,221

If you wish to proceed, please have your board pass the motion enclosed and return it.

Please call if you have a question or need further help. The RIC looks forward to helping you achieve your district's technology plan.

Sincerely,

Lisa Decker

Lisa Decker
Director of Finance

Enc.

CC: Barry Yette
Heather Mahoney
Amanda Palmer
Andrea Kinney
Andrea Paoni
Giovana Annatone

2018-19 Budget Board of Education Sub-Committees:

(Approved at the 11/21/17 BOE Meeting)

Physical Education, Athletics, and Health/Nursing– Brian Oaks

Scott Chrzanowski, Mike Lisk, Richard Ventura

Buildings and Grounds- Rich Poniktera and Barry Yette

Tom Birmingham, Scott Chrzanowski, Andy Liendecker, Mike Lisk

Music Department – Judy Duppert/Chad Luther

Tom Birmingham, Paul Campbell, Richard Ventura

Student Transportation – Mike Hanno and Barry Yette

Tom Birmingham, Jessica Carpenter

High School Instructional – Chad Luther

Mike Lisk, Dawn Ludovici, Barry Worczak

Middle School Instructional – Judy Duppert

Paul Campbell, Andy Liendecker, Dawn Ludovici

Elementary Instructional – Christine Flansburg and Chris Villiere

Scott Chrzanowski, Jessica Carpenter, Dawn Ludovici

Special Education – Cathy Littlefield

Andy Liendecker, Jessica Carpenter

Technology- Scott Carpenter

Richard Ventura, Barry Worczak

BOCES/RIC, Debt Service, and Administration – Doug Premo and Barry Yette

Tom Birmingham, Paul Campbell, Barry Worczak

Staffing and Programs (as needed)– Doug Premo and Barry Yette (Principals/Directors/Supervisors as needed)

Tom Birmingham, Andy Liendecker, Mike Lisk, Barry Worczak