

**I. CALL TO ORDER**

**II. ANNOUNCEMENTS/INFORMATION ITEMS**

**III. REPORTS**

- President, Board of Education (Mr. James Grieco)
- Superintendent of Schools (Dr. Susan Guiney)

**IV. APPROVAL OF MINUTES**

BE IT RESOLVED: That the minutes of the July 10, 2013 Reorganization Meeting; July 10, 2013 Business Meeting; August 7, 2013 Board of Education Meeting; August 16, 2013 Special Meeting; and August 21, 2013 meeting be approved.

**V. OLD BUSINESS**

**VI. COMMENT ON NEW BUSINESS AGENDA ITEMS**

**VII. NEW BUSINESS – ACTION ITEMS**

*(The Board President, in accordance with the Board of Education Policy No. 1512, Consent Agenda, will request a single motion to adopt Resolutions A through Aa.)*

**A) ACCEPTANCE – RESIGNATION (RETIREMENT)**

BE IT RESOLVED: That the Mount Pleasant Central School District Board of Education hereby accepts the resignation, for purposes of retirement, of:

Doug Lander, Superintendent of Buildings and Grounds  
Effective: November 17, 2013

The Board extends sincere appreciation to Mr. Lander for his many years of committed service to the Mount Pleasant Central School District and wishes him all the best in his future endeavors.

**B) ACCEPTANCE – RESIGNATION (PROFESSIONAL)**

BE IT RESOLVED: That the Mount Pleasant Central School District Board of Education hereby accepts the resignation of:

Christine Martin, Special Education Teacher, Westlake High School  
Effective: August 7, 2013

**C) ACCEPTANCE – RESIGNATION**

BE IT RESOLVED: That the Mount Pleasant Central School District Board of Education hereby accepts the resignation of:

Katie Forsythe, Teacher Aide, Columbus Elementary School  
Effective: August 8, 2013

**D) ACCEPTANCE – RESIGNATION**

BE IT RESOLVED: That the Mount Pleasant Central School District Board of Education hereby accepts the resignation of:

Michele Gruetzner, Teacher Aide, Westlake Middle School  
Effective: August 6, 2013

**E) ACCEPTANCE – RESIGNATION**

BE IT RESOLVED: That the Mount Pleasant Central School District Board of Education hereby accepts the resignation of:

Steven DiMeglio, Teacher Aide, Westlake Middle School  
Effective: August 13, 2013

**F) ACCEPTANCE – DONATION**

BE IT RESOLVED: That the Mount Pleasant Central School District Board of Education hereby accepts a \$2,000.00 donation from Mount Pleasant Wildcats Football Club for field maintenance.

The Board extends sincere appreciation and gratitude to the Mount Pleasant Wildcats Football Club for their continued support and commitment to the Mount Pleasant school community.

**G) APPROVAL – TRANSFER OF FUNDS**

BE IT RESOLVED: That the Board of Education hereby authorizes the following budget transfers for the 2013-2014 year as specified below:

MOUNT PLEASANT CENTRAL SCHOOL DISTRICT  
 BOARD OF EDUCATION MEETING – AUGUST 28, 2013

(Revised 8/27/13)

TRANSFER TO:			TRANSFER FROM:		
ACCOUNT TITLE	CODE	AMOUNT	ACCOUNT TITLE	CODE	AMOUNT
SCIENCE SUPPLIES	A2110-450-04-5155	2,700.00	SUPPLIES - GENERAL WHS	A2110-450-04-5000	500.00
			SUPPLIES - ESL	A2110-450-04-5135	500.00
			SUPPLIES - RESOURCE	A2250-450-04-5140	500.00
			SUPPLIES - OCCUPATIONAL ED	A2280-450-04-5000	1,200.00
LANDSCAPE & GROUNDS MAINTENANC	A1620-400-07-4245	2,000.00	TREE SERVICE	A1620-400-07-4230	2,000.00

**H) APPROVAL – DISPOSAL OF LIBRARY BOOKS**

BE IT RESOLVED: That the Board of Education approves the disposal of obsolete library books as recommended by the Westlake High School library/media specialist in such a manner that shall be advantageous to the District in accordance with policy # 5250.

**I) APPROVAL – FOOD SERVICE CONTRACT EXTENSION 2013-2014**

BE IT RESOLVED: That in accordance with the recommendation of the Superintendent of Schools, the Board of Education hereby approves the extension of the food service contract with Aramark Educational Services, LLC for the 2013-2014 school year at the rate of \$2.5077 per meal.

AND BE IT FURTHER RESOLVED: That the President of the Board of Education is authorized to sign the contract on its behalf.

**J) APPROVAL – ANNUAL SUBSCRIPTION SERVICE - AIMSWEB**

BE IT RESOLVED: That the Board of Education hereby approves the renewal of the annual subscription service with Aimsweb to provide academic assessments via a web-based data management and reporting system for the 2013-2014 school year at an annual cost of \$8,280.

**K) APPROVAL – LICENSE AGREEMENT – iPARADIGMS**

BE IT RESOLVED: That the Board of Education hereby approves the license agreement with iParadigms, LLC to provide plagiarism prevention software for the 2013-2014 school year at a total cost of \$2,526.

**L) APPROVAL – AGREEMENT, COMMUNICATION/NOTIFICATION SERVICES**

BE IT RESOLVED: That the Board of Education hereby approves the agreement with One Call Now to provide comprehensive communications and notification services for the 2013-2014 school year at an annual cost of \$3,436.13.

**M) APPROVAL – CONSULTANT CONTRACT – DR. ROBERT DUNKLE**

BE IT RESOLVED: That the Board of Education hereby approves the contract with Dr. Robert Dunkle to provide neuropsychological consultation services for the 2013-2014 school year as per contract terms.

AND BE IT FURTHER RESOLVED: That the President of the Board of Education is authorized to execute the contract on its behalf.

**N) APPROVAL – AGREEMENT, RENAISSANCE LEARNING, INC.**

BE IT RESOLVED: That the Board of Education hereby approves the renewal of the agreement with Renaissance Learning, Inc. to provide application hosting service for accelerated reader software for the 2013-2014 school year at a cost of \$2,121.60.

AND BE IT FURTHER RESOLVED: That the Director of Business Administration is authorized to execute the agreement on its behalf.

**O) APPROVAL – CONTRACT EXTENSION, RUBICON INTERNATIONAL**

BE IT RESOLVED: That the Board of Education hereby approves the agreement with Rubicon International for the renewal of the Atlas Curriculum Management System for the 2013-2014 school year at a cost of \$5,500.00.

AND BE IT FURTHER RESOLVED: That the Director of Curriculum and Instruction is authorized to execute the agreement on its behalf.

**P) APPROVAL – AGREEMENT, SECURITY SPECIALISTS**

BE IT RESOLVED: That the Board of Education hereby approves the agreement with Security Specialists to provide district wide security software services for the 2013-2014 school year at a total cost of \$2,310.

AND BE IT FURTHER RESOLVED: That the Director of Business Administration is authorized to execute the agreement on its behalf.

**Q) APPROVAL – CSE AND CSE PLACEMENT RECOMMENDATIONS**

BE IT RESOLVED, that the recommendations for placement of students with disabilities as recommended by the Mount Pleasant Central School District's Committee on Special Education and Committee on Preschool Special Education

at their meetings listed below are hereby approved. Copies of said recommendations are on file in the office of the District Clerk:

CPSE: June 19, 24 – 2013  
July 29, 2013

CSE: February 27, 2013  
March 13, 2013  
April 9-12, 19, 22, 23, 24, 27, 29, 30 – 2013  
May 1, 2, 7-10, 13-17, 20, 21, 22, 24, 29, 30, 31 – 2013  
June 3, 5, 6, 7, 10, 11, 12, 13, 14, 17, 18, 19 – 2013  
July 1, 2, 29 – 2013  
August 12, 2013

**R) APPROVAL - ADOPTION OF POLICY NO. 3420, NON-DISCRIMINATION AND ANTI-HARASSMENT IN THE SCHOOL DISTRICT**

BE IT RESOLVED: That the Board of Education affirmatively votes to adopt the Policy No. 3420, entitled, Non-Discrimination and Anti-Harassment in the School District, as attached. In accordance with the Mount Pleasant Central School District Board of Education Policy #1410, the Board of Education may waive the second reading and complete the adoption of the proposed policy at its first reading. Therefore, the Board of Education herewith waives a second reading of the attached Policy No. 3420, and immediately adopts said policy effective August 28, 2013.

**S) APPROVAL - ADOPTION OF POLICY NO. 7220, GRADUATION REQUIREMENTS/ACCELERATED PROGRAMS**

BE IT RESOLVED: That the Board of Education affirmatively votes to adopt the Policy No. 7220, entitled, Graduation Requirements/Accelerated Programs, as attached. In accordance with the Mount Pleasant Central School District Board of Education Policy #1410, the Board of Education may waive the second reading and complete the adoption of the proposed policy at its first reading. Therefore, the Board of Education herewith waives a second reading of the attached Policy No. 7220, and immediately adopts said policy effective August 28, 2013.

**T) APPROVAL - ADOPTION OF POLICY NO. 7222, CREDENTIAL OPTIONS FOR STUDENTS WITH DISABILITIES**

BE IT RESOLVED: That the Board of Education affirmatively votes to adopt the Policy No. 7222, entitled, Credential Options for Students with Disabilities, as attached. In accordance with the Mount Pleasant Central School District Board of Education Policy #1410, the Board of Education may waive the second reading and complete the adoption of the proposed policy at its first reading. Therefore, the Board of Education herewith waives a second reading of the attached Policy No. 7222, and immediately adopts said policy effective August 28, 2013.

**U) APPROVAL - ADOPTION OF POLICY NO., 5660, SCHOOL FOOD SERVICE PROGRAM (LUNCH AND BREAKFAST)**

BE IT RESOLVED: That the Board of Education affirmatively votes to adopt the Policy No. 5660, entitled, School Food Service Program (Lunch and Breakfast), as attached. In accordance with the Mount Pleasant Central School District Board of Education Policy #1410, the Board of Education may waive the second reading and complete the adoption of the proposed policy at its first reading. Therefore, the Board of Education herewith waives a second reading of the attached Policy No. 5660, and immediately adopts said policy effective August 28, 2013.

**V) APPROVAL – NON-REPRESENTED STAFF MEMBER, ESTABLISHMENT OF SALARY**

BE IT RESOLVED: That the Mount Pleasant Central School District Board of Education hereby authorizes and approves the 2013/2014 salary for Nicole Callaghan, Athletic Trainer, according to the approval and execution of a mutually acceptable employment agreement.

**W) APPROVAL – UNPAID CHILDCARE LEAVE**

BE IT RESOLVED: That upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the following request for an unpaid child care leave in accordance with the collective bargaining agreement between the Mount Pleasant Teachers Association and the Mount Pleasant Central School District:

**Employee #2262**

Leave to begin on September 1, 2013

Leave to conclude on November 22, 2013

**X) APPROVAL – EXTRA CURRICULAR APPOINTMENT, 2013/2014 SCHOOL YEAR (FALL SPORTS)**

BE IT RESOLVED: That the Mount Pleasant Central School District Board of Education approves the Superintendent of Schools recommendation to appoint the following individual to the Extra Curricular appointments for the 2013/2014 school year:

<b><u>Position</u></b>	<b><u>Coach</u></b>	<b><u>Stipend</u></b>
Modified Football (2 <sup>nd</sup> Asst.)	Dennis Bencosme	\$5,112

**Y) APPROVAL - MODIFICATION TO DRIVER EDUCATION APPOINTMENT**

BE IT RESOLVED: That the driver education appointment for James Fatigate, originally requested and approved at the July 10, 2013 Board of Education meeting be modified as follows:

James Fatigate, Driver Education Instructor, PAS Auto School  
Certification: NYS Dept. of Motor Vehicles Driver Education Instructor  
Certificate # A-7606  
Effective: July 1, 2013 – August 16, 2013 (Summer Session)  
Salary: \$516.54

**Z) APPROVAL – PROFESSIONAL DEVELOPMENT AGREEMENT**

BE IT RESOLVED: That the Board of Education hereby approves the agreement with Learning.com to provide technology curriculum professional development services at a total cost of \$1,425.

AND BE IT FURTHER RESOLVED: That the Director of Curriculum and Instruction is authorized to execute the contract on its behalf.

**AA) APPROVAL – PROFESSIONAL PERSONNEL AND CIVIL SERVICE PERSONNEL APPOINTMENTS**

BE IT RESOLVED: That the attached 13/14, P-3, Professional Personnel Appointments are hereby approved. All appointments are contingent on fingerprint clearance through the New York State Education Department

AND

BE IT RESOLVED: That the attached 13/14, C-3, Civil Service Personnel Appointments are hereby approved. All appointments are contingent on fingerprint clearance through the New York State Education Department.

**VIII. OPPORTUNITY FOR PUBLIC COMMENTS TO BOARD OF EDUCATION**

**IX. ADJOURNMENT:** *(If necessary, the Board of Education may enter into executive session to discuss collective bargaining matters.)*

**SCHEDULE 13/14, P-3 PROFESSIONAL PERSONNEL APPOINTMENTS**

**PROBATIONARY APPOINTMENT**

Alan Music

Tenure Area: Special Education

Assigned To: Westlake Middle School

Certification: Professional Certification in Students with Disabilities  
(Grades 5-9), Generalist

Effective: September 1, 2013 – August 31, 2015

Salary Placement: M.A. Step 6: \$79,954

Donna Gelard

Tenure Area: Special Education

Assigned To: Westlake High School

Certification: Initial Certification in Students with Disabilities Gr 7-12, English  
Initial Certification in ELA 7-12

Effective: September 1, 2013 – August 31, 2016

Salary Placement: M.A. Step 2: \$63,708

**PART-TIME APPOINTMENT**

Darlene Boysa, .5 Special Education

Assigned To: Columbus Elementary School

Certification: Professional Certification in Students with Disabilities (Grades 1-6)

Effective: September 1, 2013 – June 30, 2014

Salary Placement: M.A. Step 2: \$31,854 (pro-rated)

**LONG-TERM SUBSTITUTE**

Tina Principe, Childhood Education

Assigned To: Columbus Elementary School

Certification: Professional Certification in Childhood Ed (Grades 1- 6)

Effective: September 1, 2013 – November 22, 2013

Salary Placement: M.A. Step 1: \$298.30 Daily Rate

**PERMANENT SUBSTITUTE APPOINTMENTS, 2013/2014 SCHOOL YEAR**

Katie Forsythe, Columbus Elementary School

Ralph Esposito, Columbus Elementary School

Danielle Aniades, Columbus Elementary School

Salary: \$100/Day per person



**SCHEDULE 13/14, C-3 CIVIL SERVICE APPOINTMENTS**

**TEACHER AIDE APPOINTMENT, 2013/2014 SCHOOL YEAR**

Marguerite Carpino Giannini  
Assigned To: Westlake High School  
Effective: September 1, 2013  
Salary: \$17.02/Hour per Step 2 of the Teacher Aide Salary Schedule

**PER-DIEM SUBSTITUTE APPOINTMENTS, 2013/2014 SCHOOL YEAR**

Amanda DeSalvo  
Christa Agostino

Salary: \$100/day per person

DRAFT

**SUBJECT: NON-DISCRIMINATION AND ANTI-HARASSMENT IN THE  
SCHOOL DISTRICT**

The Board of Education affirms its commitment to nondiscrimination and recognizes its responsibility to provide an environment that is free of harassment and intimidation as required by Federal and state law. Harassment is a violation of law and stands in direct opposition to District policy. Therefore, the Board prohibits and condemns all forms of discrimination and harassment on the basis of race, color, creed, religion, national origin, political affiliation, sex, sexual orientation, age, marital status, military status, veteran status, disability, use of a recognized guide dog, hearing dog or service dog, or domestic violence victim status by employees, school volunteers, students, and non-employees such as contractors and vendors as well as any third parties who are participating in, observing, or otherwise engaging in activities subject to the supervision and control of the District.

Sexual orientation is defined as heterosexuality, homosexuality, bisexuality, or asexuality, whether actual or perceived.

The Board also prohibits harassment based on an individual's opposition to discrimination or participation in a related investigation or complaint proceeding under the anti-discrimination statutes. This policy of nondiscrimination and anti-harassment will be enforced on School District premises and in school buildings; and at all school-sponsored events, programs and activities, including those that take place at locations off school premises and in another state.

It is intended that this policy apply to the dealings between or among employees with employees; employees with students; students with students; employees/students with vendors/contractors and others who do business with the School District, as well as school volunteers, visitors, guests and other third parties. All of these persons are hereinafter referred to collectively as "the named group."

For purposes of this policy, harassment shall mean communication (verbal, written or graphic) and/or physical conduct based on an individual's actual or perceived race, color, creed, religion, national origin, political affiliation, sex, sexual orientation, age, marital status, military status, veteran status, disability, use of a recognized guide dog, hearing dog or service dog or domestic violence victim status that:

- a) Has the purpose or effect of substantially or unreasonably interfering with an individual's work performance or is used as a basis for employment decisions (including terms and conditions of employment) affecting such individual; and/or creates an intimidating, hostile or offensive work environment;
- b) Has the purpose or effect of substantially or unreasonably interfering with a student's academic performance or participation in an educational or extracurricular activity, or creates an intimidating, hostile or offensive learning environment; -and/or effectively bars the student's access to an educational opportunity or benefit;
- c) Otherwise adversely affects the employment and/or educational opportunities and benefits provided by the District.

**SUBJECT: NON-DISCRIMINATION AND ANTI-HARASSMENT IN THE  
SCHOOL DISTRICT**

**Complaints and Grievances by Employees**

In accordance with the provisions of General Municipal Law and the collective bargaining agreements, all District personnel shall have the opportunity to present their complaints or grievances free from interference, coercion, restraint, discrimination or reprisal. The District shall provide at least two (2) procedural stages and an appellate stage for the settlement of any grievance.

Complaints or grievances not covered under employee contracts shall be handled and resolved, whenever possible, as close to their origin as possible. The Superintendent is responsible for implementing regulations for the redress of complaints or grievances through proper administrative channels.

**Complaints and Grievances by Students**

While students have the responsibility to abide by the policies and regulations of the District, they shall also be afforded opportunity to present complaints and grievances free from interference, coercion, restraint, discrimination or reprisal.

Administration shall be responsible for establishing rules and regulations for the redress of complaints or grievances through proper administration channels. In addition, the administration shall be responsible for developing an appeals process, ensuring that students have full understanding and access to these regulations and procedure, and providing prompt consideration and determination of student complaints and grievances.

**Investigation of Complaints and Grievances**

The School District will act to promptly investigate all complaints, either verbal or written, formal or informal, of allegations of harassment based on any of the characteristics described above; and will promptly take appropriate action to protect individuals from further harassment. The District will designate, at a minimum, two (2) Compliance Officers, one 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, student, or other member of the above named group who believes he/she has been a victim of harassment in the school environment and/or at programs, activities and events under the control and supervision of the District, as well as any individual who is aware of and/or who has knowledge of, or witnesses any possible occurrence of harassment, immediately report such alleged harassment; such report shall be directed to or forwarded to the District's designated Compliance Officer(s) 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 harassment will also be promptly investigated in accordance with the terms of this policy. In the event that the Compliance Officer is the alleged offender, the report will be directed to the next level of supervisory authority.

**SUBJECT: NON-DISCRIMINATION AND ANTI-HARASSMENT IN THE  
SCHOOL DISTRICT**

Upon receipt of an informal/formal complaint (even an anonymous complaint), the District will conduct a prompt, equitable and thorough investigation of the charges. However, even in the absence of an informal/formal complaint, if the District has knowledge of any occurrence of harassment, the District will investigate such conduct promptly and thoroughly. 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/or to notify law enforcement officials as warranted, and any disclosure will be provided on a "need to know" basis. The Superintendent will inform the Board of Education of investigations involving findings of discrimination or harassment.

Based upon the results of this investigation, if the District determines that an employee and/or student has violated the terms of this policy and/or accompanying regulations, immediate corrective action will be taken as warranted. Should the offending individual be a student, appropriate disciplinary measures will be applied, up to and including suspension, in accordance with applicable laws and/or regulations, District policy and regulation, and the *District Code of Conduct*. Should the offending individual be a school employee, appropriate disciplinary measures will be applied, up to and including termination of the offender's employment, in accordance with legal guidelines, District policy and regulation, 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 and/or the *Code of Conduct*, will be subject to appropriate sanctions as warranted and in compliance with law. The application of such disciplinary measures by the District does not preclude the filing of civil and/or criminal charges as may be warranted.

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

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 harassment. Follow-up inquiries shall be made to ensure that harassment has not resumed and that all those involved in the investigation of the 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 Compliance 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.

**SUBJECT: NON-DISCRIMINATION AND ANTI-HARASSMENT IN THE  
SCHOOL DISTRICT**

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 discrimination or harassment may also face appropriate disciplinary action.

**Privacy Rights**

As part of any 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 staff and students, but the users do not have exclusive use of these locations or equipment and should not expect that materials stored therein will be private.

**Civil Rights Compliance Officer (fide IX/Section 504/ ADA Compliance Officer)**

The Civil Rights Compliance Officer will be appointed annually at the Reorganization Meeting. The Civil Rights Compliance Officer shall be appointed by the Board and shall be responsible for providing information, including complaint procedures, and for handling complaints relative to civil rights (e.g., Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990) for any student, parent, employee or employment applicant.

Prior to the beginning of each school year, the District shall issue an appropriate public announcement which advises students, parents/guardians, employees and the general public of the District's established grievance procedures for resolving complaints of discrimination based on sex or disability. Included in such announcement will be the name, address and telephone number of the Civil Rights Compliance Officer.

The Civil Rights Compliance Officer shall also be responsible for handling complaints and grievances regarding discrimination based on race, color, creed, religion, national origin, political affiliation, sexual orientation, age, military status, veteran status, marital status, predisposing genetic characteristics, use of a recognized guide dog, hearing dog or service dog, or domestic violence victim status.

**Development and Dissemination of Administrative Regulations**

Regulations will be developed for reporting, investigating, and remedying allegations of harassment based on the characteristics described above. An appeal procedure will also be

provided to Community Relations address any unresolved complaints and/or unsatisfactory prior determinations by the applicable Compliance 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 harassment with all employees and students, express the District's condemnation of such conduct, and explain the sanctions for such harassment. Appropriate training and/or "awareness" programs will be established for staff and students to help ensure knowledge of and familiarity with the issues pertaining to harassment in the schools, 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 the investigation of 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 anti-harassment will be published in appropriate school publications such as teacher/employee handbooks, student handbooks, and/or school calendars.

This policy should not be read to abrogate other District policies and/or regulations or the *District Code of Conduct* prohibiting other forms of unlawful discrimination, inappropriate behavior, and/or hate crimes within this District. It is the intent of the District that all such policies and/or regulations be read consistently to provide the highest level of protection from unlawful discrimination in the provision of employment/educational services and opportunities. However, different treatment of any member of the above named group which has a legitimate, legal and nondiscriminatory reason shall not be considered a violation of District policy.

Age Discrimination in Employment Act, 29 USC Section 621  
Americans With Disabilities Act, 42 USC Section 12101 et seq.

Prohibits discrimination on the basis of disability.

Section 504 of the Rehabilitation Act of 1973, 29 USC Section 794 et seq.

Prohibits discrimination on the basis of disability.

Title VI of the Civil Rights Act of 1964, 42 USC Section 2000d et seq.

Prohibits discrimination on the basis of race, color or national origin. Title VII of the Civil Rights Act of 1964, 42 USC Section 2000e et seq.

Prohibits discrimination on the basis of race, color, religion, sex or national origin. Title IX of the Education Amendments of 1972, 20 USC Section 1681 et seq.

Prohibits discrimination on the basis of sex. Civil Rights Law  
Section 40-c

Prohibits discrimination on the basis of race, creed, color, national origin, sex, sexual orientation, marital status or disability.

Civil Service Law Section 75-B Education Law Section 2801(1)

MOUNT PLEASANT CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING – AUGUST 28, 2013

(Revised 8/27/13)

2013 3420  
6 of 6  
Community Relations

Executive Law Section 290 et seq. Prohibits discrimination on the basis of age, race, creed, color, national origin, sex, sexual orientation, disability, military status, marital status, use of a recognized guide dog, hearing dog or service dog, or domestic violence victim status.  
Military Law Sections 242 and 243

NOTE: Refer also to Policies #6121 --Sexual Harassment of District Personnel  
#7551 --Sexual Harassment of Students

Revised: 1/19/11;  
Adopted: 2/27/08

**SUBJECT: GRADUATION REQUIREMENTS/ACCELERATED PROGRAMS**

In order to graduate from Mount Pleasant Central School District, a student must complete or may exceed the requirements set forth in Part 100 of the Commissioner's Regulations. The Board of Education reserves the right to establish requirements for graduation which exceed the minimum standards as defined by the New York State Regents. All students must be in compliance with Commissioner's Regulations for graduation in achieving a minimum of a Regents diploma unless otherwise indicated.

**Regents Diploma with Honors**

The District may award a Regents diploma with honors to students who receive an average of ninety percent (90%) on all Regents examinations required for the honors diploma. These exams include comprehensive English, mathematics, science, US History and Government, Global History and Geography and languages other than English (LOTE). This "honors" diploma may also be given to a student who has substituted no more than two (2) alternative assessments for a Regents examination as approved by Commissioner's Regulations Section 100.2(f). However, the student's actual score on the substituted alternative assessment will not be factored into the ninety percent (90%) calculation.

**Regents Diplomas with Advanced Designation with Honors**

The District may award a Regents diploma with advanced designation with honors. A student needs to have an average score of ninety percent (90%) on all Regents examinations required for the advanced diploma. These Regents examinations are: comprehensive English, two (or three) mathematics, two sciences (one in physical science/the other in life science), US History and Government, Global History and Geography and languages other than English (LOTE).

**Appeal of Regents Examination Score Option**

School Districts must provide unlimited opportunities for all students (students with and without disabilities) to retake required Regents examinations to improve their scores so that the student may graduate with a Regents Diploma. A student with or without a disability who fails, after at least two (2) attempts, to attain a score of 65 or above on a required Regents examination for graduation must be given an opportunity to appeal such score in accordance with the provisions of Section

100.5(d)(7)(i) of the Regulations of the Commissioner of Education. No student may appeal his/her score on more than two (2) of the five (5) required Regents examinations. A student whose appeal is accepted for one (1) required Regents examination, and who has attained a passing score of 65 or above on each of the four (4) remaining required Regents examinations, and who has attained a passing score of 65 or above on each of the three (3) remaining required Regents examinations, earns a local diploma.

(Continued)



Students

**SUBJECT: GRADUATION REQUIREMENTS/ACCELERATED PROGRAMS (Cont'd.)**

**Accelerated Programs**

Eighth Grade Acceleration for Diploma Credits

Individual eighth grade students only may be afforded the opportunity to take high school courses in mathematics and in at least one of the following areas: English, social studies, languages other than English, art, music, career and technical education subjects, or science courses. The Superintendent or his/her designee is responsible for determining that an eighth grade student is eligible to take high school courses. The District shall utilize a set of criteria to determine each student's readiness for acceleration. Students who are accelerated for diploma credit must have been provided instruction designed to facilitate their attainment of, by the end of Grade 7, the State intermediate learning standards in each subject area in which they are accelerated.

Advanced Placement

Advanced Placement (AP) examinations are administered by the College Board with strict guidelines as to their implementation. A national, standardized, arduous examination is administered by the College Board in May of each year for a great variety of courses in various subject areas. In addition to entering a universe of knowledge that might otherwise remain unexplored in high school, Advance Placement examinations afford students the opportunity to earn credit or advanced standing in most of the nation's colleges and universities. The District shall utilize a set of criteria to determine a student's readiness for enrollment in the Advanced Placement classes.

**Online Coursework**

Section 100.5(d) of NYCRR amends the Commissioner's Regulations to allow school districts and BOCES to offer students the ability to complete general education and diploma requirements for a specific subject through online instruction or blended coursework that combines online and classroom-based instruction.

To receive credit students shall successfully complete an online or blended course and demonstrate mastery of the learning outcomes for the subject by passing the Regents exam and/or other assessment in the subject area.

8 NYCRR Sections 100.1(i), 100.2(t), 100.4(d) and 100.5

NOTE: Refer also to Policy #7222 –Diploma and/or Credential Options for Students with Disabilities

Revised:  
Adopted: 2/27/08

Students

**SUBJECT: DIPLOMA AND/OR CREDENTIAL OPTIONS FOR STUDENTS WITH DISABILITIES**

The District is committed to ensuring that students with disabilities are provided appropriate opportunities to earn a Regents or Local Diploma or other exiting Commencement Credential in accordance with the Commissioner's Regulations. To this end, graduation and transition plans shall take into account the various pathways available to these students.

In addition to all graduation options afforded to general education students, including the Regents Diploma and various honors and/or designations, the following diplomas and/or credentials are also available for students with disabilities.

**Local Diploma**

To earn a Local Diploma, students with disabilities must:

- a) Complete the same twenty-two (22) units of credit required for a Regents Diploma; and
- b) Achieve a score of 55 or higher on one or more of the five (5) examinations required for a Regents Diploma.

Note: Students with disabilities entering Grade 9 prior to September 2011: A passing grade on a Regents Competency Test (RCT) may be used in lieu of a passing grade on a Regents examination. The school may administer the RCT before or after the corresponding Regents exam, however the student must take the required Regents exam. The RCT option remains available until the applicable student graduates or turns twenty-one (21) years old.

**Local Diploma Compensatory Option (Safety Net)**

To earn a Local Diploma using the compensatory option, students with disabilities must:

- a) Complete the same twenty-two (22) units of credit required for a Regents Diploma;
- b) Achieve a score of at least 55 on both the English (ELA) and Math Regents exams;
- c) Achieve a score between 45-54 on one or more of the other required Regents exams (US History and Government, Global History, and a Science), in which case each score of 65 or higher on any other Regents exam may compensate for a single 45-54 required exam;
- d) Obtain a passing grade for the course in the subject area of the Regents exam in which he or she received a score of 45-54;
- e) Have a satisfactory attendance rate in accordance with the District's or school's attendance policy for the school year; and

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                  DISABILITIES (Cont'd.)**

- f)     Not already be using a passing score on any RCTs, if such exam is available to the student (entered Grade 9 prior to September 2011).

**Career Development and Occupational Studies (CDOS) Commencement Credential**

The Career Development and Occupational Studies (CDOS) Commencement Credential may be earned by a student with a disability to document his or her preparation for entry-level employment after high school. This credential can be awarded in conjunction with a Regents or Local Diploma, or may be issued by itself.

When awarding the CDOS Commencement Credential using option one, the student shall demonstrate evidence of the following requirements, which shall be verified by the District:

- a)     The student has a developed, annually reviewed and, as appropriate, revised Career Plan to assure the student is actively engaged in career exploration;
- b)     The student has demonstrated commencement level knowledge and skills of the CDOS learning standards. To evidence this level of knowledge and skill, a student must demonstrate: career development, integrated learning, and universal foundation skills. In addition a student may also, but is not required to, demonstrate additional career skills by completing a career-specific major;
- c)     The student has successfully completed at least two (2) units of study (216 hours) in Career and Technical Education (CTE) courses, including a minimum of 54 hours of documented school supervised work-based learning experiences, which may, but is not required to, be completed in conjunction with the CTE courses; and
- d)     Within one year prior to a student's exit from school, at least one Employability Profile must be completed by designated school staff or other individuals knowledgeable about the student's employment skills and experiences.

A student's CTE courses and supervised work-based learning experiences must be documented on his or her transcript and the Career Plan and Employability Profile must be placed in a student's permanent record. The State Education Department (SED) has provided models of the Career Plan and Employability Profile forms as well as charts of work-based learning programs and nationally-recognized work-readiness credentials, located at:

<http://www.p12.nysed.gov/specialed/publications/CDOScredential-memo-613.htm>

**SUBJECT: DIPLOMA AND/OR CREDENTIAL OPTIONS FOR STUDENTS WITH DISABILITIES (Cont'd.)**

Instead of the above (a-d) requirements, a District may utilize *option two* by awarding a CDOS Commencement Credential to a student who has completed a nationally-recognized work-readiness program or certification. Districts cannot exclusively offer option two and must still provide opportunities for students to fulfill the CDOS Commencement Credential through option one's requirements.

**Skills and Achievement (SA) Commencement Credential**

To issue the Skills and Achievement (SA) Commencement Credential the District must ensure that the student:

- a) Meets the definition of a student with a severe disability;
- b) Has been recommended by the Committee of Special Education (CSE) to take the New York State Alternative Assessment (NYSAA) for students with severe disabilities;
- c) Has been given appropriate opportunities to participate in community experiences and development of employment and other instructional activities to prepare the student for post-secondary living, learning and employment; and
- d) Has been issued a summary of the student's academic achievement and functional performance. A model summary form developed by SED is located at:  
<http://www.p12.nysed.gov/specialed/publications/SACC-SESform-att2.htm>

**Awarding the SA or CDOS Commencement Credentials**

The SA and CDOS Commencement Credentials may be issued at any time after such student has attended school for at least twelve (12) years, or at the end of the school year in which the student turns twenty one (21) years old. When a student is under twenty-one (21) and is issued SA Commencement Credential or the CDOS Commencement Credential without the Regents or Local Diploma, the credential award must be accompanied by a written statement of assurance. This statement must indicate that the student remains eligible to attend the public school within the District, without payment of tuition, until the student has either earned a diploma or until he/she turns twenty-one (21), whichever occurs first.

The CDOS and SA Commencement Credentials must be similar in form to the diplomas issued by the District, except that they shall not use the term "diploma" on them. The SA Commencement Credential must contain a clear annotation that it is based on alternate academic achievement standards. The CDOS Commencement Credential shall indicate that it has been endorsed by the New York State Board of Regents as a certificate of readiness for entry-level employment.

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**SUBJECT:    DIPLOMA AND/OR CREDENTIAL OPTIONS FOR STUDENTS WITH  
                  DISABILITIES**

Education Law Sections 3202 and 4402  
8 NYCRR Sections 100.1, 100.2, 100.5, 100.6, 200.4 and 200.5

NOTE: Refer also to Policy #7220 -- Graduation Requirements/Early Graduation/Accelerated  
Programs

Revised:  
Adopted: 2/27/08

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**SUBJECT: SCHOOL FOOD SERVICE PROGRAM (LUNCH AND BREAKFAST)**

The Board has entered into an agreement with the New York State Education Department to participate in the National School Lunch Program, School Breakfast Program and/or Special Milk Program to receive commodities donated by the Department of Agriculture and to accept responsibility for providing free and reduced price meals to elementary and secondary students in the schools of the District.

The Superintendent or his/her designee shall have the responsibility to carry out the rules of the School Lunch and Breakfast Programs. The determination of which students are eligible is the responsibility of the Reviewing Official and Verification Official or the Office of Temporary and Disability Assistance of the Department of Social Services. Appeals regarding eligibility should be submitted to the Hearing Official of the District.

Free or reduced price meals may be allowed for qualifying students attending District schools upon receipt of a written application from the student's parent or guardian or a "Direct Certification", letter from the New York State Office of Temporary and Disability Assistance (OIDA). Applications will be provided by the School District to all families.

School officials must also determine eligibility for free/reduced meals and milk by using the Direct Certification Matching Process, a dataset supplied by the Office of Temporary and Disability Assistance, and made available by the State Education Department. Any student receiving federal assistance through Supplemental Nutrition Assistance Program (SNAP) or Temporary Assistance to Needy Families (TANF) is automatically eligible for free meals and milk. There is no need for families to complete further applications. School Districts shall notify parents or guardians of such eligibility, giving them the opportunity to decline free meals and milk if they so choose.

Procedures for the administration of the free and reduced price meal program of this School District will be the same as those prescribed in current state and federal laws and regulations.

**Child Nutrition Program/Charging Meals**

Although not required by law, because of the District's participation in the Child Nutrition Program, the Board of Education approves the establishment of a system to allow a student to charge a meal.

The Board of Education recognizes that on occasion, students may forget to bring meal money to school. To promote responsible student behavior, the Board will allow students who may forget meal money to "charge" the cost of meals to be paid back at a later date subject to the terms in this policy.

**SUBJECT: SCHOOL FOOD SERVICE PROGRAM (LUNCH AND BREAKFAST) cont'd**

To comply with State guidelines and maintain a system for accounting for charged meals, regarding both full and reduced-price meals, the Board shall:

1. allow only regular meals, meaning what is on the menu, excluding extras and snacks (i.e., a la carte, second helpings), to be charged;
2. limit the number of charges to three per student; and
3. use a computer-generated point of sale system, which identifies and records all meals as well as collects repayments.

Each student shall have an account which is debited when the student makes purchases. Students may also pay using cash. Parents/guardians are responsible for ensuring that money is deposited in their child's account. Notice of negative account balances will be sent regularly. Parents/guardians may request notification of low account balances through the point of sale system website. Students are not permitted to charge a meal on another's account.

Charged meals must be counted and claimed for reimbursement on the day that the student charged (received) the meal, not the day the charge is paid back. When charges are paid, these monies are not to be considered "a la carte" transactions, as a section on the daily cash report or deposit summary reads "charges paid."

All categories of paying students (i.e., full price and reduced price) are allowed to charge meals in accordance with this policy. When a student has reached the three-charge maximum, no new meals may be charged. In these cases, the student will receive a modified lunch of milk and a sandwich (options for those with peanut allergies will be available). Once the balance has been paid, students may charge meals again. All charged meals and modified meals must be repaid. Payment is expected to be received within five (5) business days.

A student who has abused this policy can be refused a meal. Such a refusal is not considered to be a violation of any state or federal laws concerning school food programs. However before denying any student a meal, school food authorities (SFAs) shall carefully consider the negative consequences of such an action. Refusing very young children or students with disabilities is prohibited by the Board.

If SFAs suspect that a student may be abusing this policy, written notice will be provided to the parent that if he/she continues to abuse this policy, the privilege of charging meals will be refused.

**SUBJECT: SCHOOL FOOD SERVICE PROGRAM (LUNCH AND BREAKFAST) cont'd**

The school district shall send a letter home to all parents on an annual basis prior to the opening day of school, outlining the requirements of this policy. The policy shall also be published in appropriate school and district publications.

**Staff**

Staff members are permitted to purchase food from the district's food services. However, staff members should pay for their meals at the time of service or set up pre-paid accounts. Staff members are not permitted to charge meals to be repaid later.

**Account Balances**

All student account balances, including charges, will be transferred to the student's account for the next school year. This balance will follow the student from school to school in the district. Graduating seniors with money left in their accounts will receive an automatic refund. Parents/guardians of students who leave the district and staff members who leave the district may request, in writing, a refund from the Food Service Director. A refund of such requested balance shall be issued by September 1 of the following school year. No refund shall be made for amounts remaining of less than \$1.00.

**Restrictions on Sale of Milk Prohibited**

Schools that participate in the National School Lunch Program may not directly or indirectly restrict the sale or marketing of fluid milk products at any time or in any place on school premises or at school-sponsored events.

**Food Substitutions for Children with Disabilities**

Federal regulations governing the operation of Child Nutrition Programs, Part B of the Individuals with Disabilities Education Act, and Section 504 of the Rehabilitation Act of 1973 require that children with disabilities be offered the opportunity to participate in all academic and nonacademic activities including the school nutrition programs. The District will make reasonable accommodations to those children with disabilities whose disabilities restrict their diets, such as providing substitutions and/or modifications in the regular meal patterns. Such meal substitutions for students with disabilities will be offered at no extra charge. A student with a disability must be provided substitutions in food when that need is supported by a statement signed by a physician attesting to the need for the substitutions and recommending alternate foods.



**SUBJECT: SCHOOL FOOD SERVICE PROGRAM (LUNCH AND BREAKFAST) cont'd**

However, the school food service is not required to provide meal services (for example, School Breakfast Program) to students with disabilities when the meal service is not normally available to the general student body, unless a meal service is required under the student's individualized education program (IEP) or Section 504 Accommodation Plan as mandated by a physician's written instructions.

**Food Substitutions for Nondisabled Children**

Though not required, the District will also allow substitutions for non-disabled children who are unable to consume the regular meal because of medical or other special dietary needs if the request is supported by a statement signed by a recognized medical authority.

The District may also allow substitutions for fluid milk with a non-dairy beverage that is nutritionally equivalent (as established by the Secretary of Agriculture) to fluid milk and meets nutritional standards for students who are unable to consume fluid milk because of medical or other special dietary needs if the request is supported by a statement signed by a recognized medical authority or by the student's parent/legal guardian.

**HACCP-Based Food Safety Program**

Schools participating in the National School Lunch and/or School Breakfast programs are required to implement a food safety program based on Hazard Analysis and Critical Control Point (HACCP) principles. The District must develop a written food safety program for each of its food preparation and service facilities that is based on *either* traditional HACCP principles *or* the "Process Approach" to HACCP. (The "Process Approach" simplifies traditional HACCP by grouping foods according to preparation process and applying the same control measures to **all** menu items within the group, rather than developing an HACCP plan for each item.) Regardless of the implementation option that is selected, the District's written food safety program must also include:

- a) Critical control points and critical limits;
- b) Monitoring procedures;
- c) Corrective actions;
- d) Verification procedures;
- e) Record-keeping requirements; and
- f) Periodic review and food safety program revision.

MOUNT PLEASANT CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING – AUGUST 28, 2013

(Revised 8/27/13)

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Non-Instructional  
Business Operations

**Ref:** Child Nutrition and WIC Reauthorization Act of 2004, PL 108-265; Child Nutrition Act 1966, 42 USC Section 1771 et seq. ; Richard B. Russell National School Lunch Act 1946, 42 USC Section 1751 et seq.; Section 504 of the Rehabilitation Act of 1973, 29 USC Section 794 et seq.; Individuals with Disabilities Education Act (IDEA), 20 USC Sections 1400-1485; 7 CFR Parts 15B, 210 and 220; Education Law Sections 902(b), 915, 918, 1604(28), 1709(22), 1709(23) and 2503(9)(a); 8 NYCRR Sections 200.2(b)(1) and 200.2(b)(2) Social Services Law Section 95: 42 USC Section 1779 (Child Nutrition Act of 1966); 42 USC Section 1758 (f) (1); 1766(a) (National School Lunch Act)

Revised:

Adopted: 2/27/08

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