

**SCHROON LAKE CENTRAL SCHOOL
BOARD OF EDUCATION MEETING AGENDA
THURSDAY, OCTOBER 22, 2020
7:00 PM SCHOOL AUDITORIUM**

- I. Call the meeting to order
- II. Pledge of Allegiance

- III. Approval of the Minutes
 - A. September 24, 2020

- IV. Public Participation

- VII. Financial Reports
 - A. Approval of Warrant # 3
 - B. Treasurer's Report/Budget Status
 - C. Extra-Curricular Report
 - D. Auditors Report

- VIII. Superintendent's Report
 - A. BOE Recognition week
 - B. November meeting date- November 19th

- IX. Board Discussion and Action Item
 - A. Approval of CSE/CPSE/504 recommendations
 - B. Appointments
 - 1. Accept teacher's aide resignation
 - 2. Appoint Teacher's Aides
 - a. Louise Higgens
 - b. Matthew Goodrow
 - 3. Appoint Extra Curricular Treasurer
 - 4. Appoint Custodial sub
 - 5. 2 pm Dismissal Discussion

- POLICY- 1st read Data Protection Policy
 District Level Safety Plan
 Building Level Emergency Response Plan

- XI. Public Participation
- XII. Executive Session (if needed and called)
- XIII. Adjournment

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SCHROON LAKE CENTRAL SCHOOL
BOARD OF EDUCATION MEETING AGENDA
THURSDAY, SEPTEMBER 24, 2020

7:00 PM Town Pavilion

Wear masks if not socially distanced and bring your own chair
Maximum of 50 people

This meeting will not be live streamed but will be available later on Facebook

BOARD MEMBERS PRESENT:

Bruce Murdock
Kevin Kelly
Susan Repko
Ashley Barry
Jared Whitley

BOARD CLERK

Lisa DeZalia

OTHERS PRESENT:

Stephen Gratto
Tamara Belanger
Lee Silvernail & Sarah Silvernail
David, Rachel & Isiah Pelkey
Sharon, Riley & Carly Smith
Amber & Brittany Mieras
Danielle Fosella
Jeff Cutting Laura Corey
Anita Masiello Mike Sharp
Mike Tracy Jeanette Weber
Wendy Sargent Mat Riddle
Melissa Whitley Julie Dunkley
Sarah Behm Beth Root
Brett Bernhard Tabitha Gillings
Monique Wicks Natalie Royer-Loiselle
Marylou Shaughnessy
Rick Gero Rick Dumolin
Kayli Hayden Ken Hayden
Gabby DeZalia Glen Repko
Craig & Heather Maisonville
Anna Maisonville Emma Haneman

MEETING
TO ORDER

President Bruce Murdock called the meeting to order at 7:00 pm

Those present pledged allegiance to the flag.

PREVIOUS
MINUTES

A motion was made by Ashley Barry, second by Jared Whitley to accept minutes of August 27, 2020 as presented
All Board Members voted Yes-5 No- 0 motion carried.

PREVIOUS
MINUTES

A motion was made by Ashley Barry, second by Susan Repko to accept minutes of September 17, 2020 as presented
All Board Members voted Yes -5 No- 0 motion carried.

PUBLIC PARTICIPATION Laura Corey spoke on behalf of the SLTA, they would like to thank the Board on the original decision to allow teachers to enforce the mask policy that ultimately keeps our students, staff and families safe. A combination of mask wearing and social distancing are best practices for transmission prevention. Student safety is the main goal and we must not lose sight of that goal. If we want to increase our chances of keeping our school open and in person this is not the time to relax the mask policy. Please continue to allow teachers to enforce the current mask policy. Anita Masiello also spoke on behalf of the SLTA regarding the 2:00 pm release time for in person learners. This release time allows teachers to differentiate instruction and provide an equitable education for all the students of SLCS. It is vital that this remains in place to allow continued support to our remote learners. Laura Corey followed up by saying that it is important to support best practices and any changes to this program would have major educational impacts. Mary Gereau thanked the Board and Mr. Gratto for the support of the Girls Varsity program. They are very heartbroken in their house tonight.

TREASURER'S REPORT A motion was made by Susan Repko, second by Jared Whitley to accept the Treasurer's Report dated 9/18/2020.
All Board Members voted Yes-5 No- 0 motion carried

CERTIFICATION OF WARRANT A motion was made by Kevin Kelly, second by Jared Whitley to approve the extra curricular report for dated 9/18/20 as presented.
All Board Members voted Yes- 5 No- 0 motion carried

EXTRA CURRICULAR REPORT A motion was made by Susan Repko, second by Ashley Barry to approve the July extra curricular report dated 8/30/20 as presented.
All Board Members voted Yes- 5 No- 0 motion carried

SUPT REPORT Mrs. Fosella gave an update on the stair replacement project. They are waiting on the stone pillars to arrive. This is slated for the second week of October.
Mr. Silvernail gave an update on the sports program. Girls Varsity had started Practice. However with low numbers and a few other circumstances it has been decided to not move forward with the soccer program at this time. The team will continue to work on skill building with the goal of playing in the spring. Both modified teams had low numbers at this time and will also go ahead with skill building. He pointed out that this decision is based on soccer and the current situation. In no way does this mean future sports are at risk. It will depend on circumstances at that time.

BOE RESCINDS MOTION A motion was made Susan Repko, second by Ashley Barry to rescind the motion made on June 25, 2020 to appoint Marylou Shaughnessy as the Girls Varsity soccer coach for the 2020 season.
All Board members voted Yes- 5 No-0 motion carried

SUPT REPORT CONT The five week mark will be on October 9th and at this time remote learners can decide if they would like to come back to in person learning. A letter has been sent to parents with a deadline of October 2, 2020 to let the district know if they would like to switch. Enrollment is down slightly with 165 in person learners, 40 remote students and 28 students that have gone to homeschool.

CSE/ CPSE 504 RECS APPROVED A motion was made by Kevin Kelly, second by Susan Repko to approve the CSE/CPSE and 504 recommendations for #10052, 10496 & 10768, 20116 10630 as presented. All Board members voted Yes- 5 No-0 motion carried

BOE APPOINTS ACCOMPANIST Upon the recommendation of Supt. Gratto, a motion was made by Ashley Barry, second by Jared Whitley to appoint Tony Kostecki as a choral accompanist the 2020-2021 school year. Mr. Kostecki will be compensated \$30.00 per hour. All Board members voted – Yes- 5 No-0 motion carried

EXTRA CURRICULAR RESIGNATION Upon the recommendation of Supt. Gratto, a motion was made by Ashley Barry, second by Susan Repko to accept the resignation of Natalie Royer-Loiselle as the extra curricular treasurer for the 2020-2021 school year. All Board members voted Yes- 5 No-0 motion carried

RETENTION SCHEDULE APPROVED Resolved, by the Board of Education of the Schroon Lake Central School District that the Retention and Disposition Schedule for New York Local Government records issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed herein. Motion was made by Ashley Barry, second by Kevin Kelly All Board members voted Yes- 5 No-0 motion carried

TENURE PROPOSED RESOLUTION REGARDING TENURE

Motion was made by Susan Repko, second by Ashley Barry "RESOLVED, that in compliance with the provisions of Section 3013 of Board of Education Law and Part 30.3 of the rules the Board of Regents and upon the recommendation of Superintendent Gratto, that Brett Bernhard, a probationary teacher having been appointed to the position of Technology teacher by resolution of this Board dated September 24, 2020 be appointed to position of teacher in the Technology tenure area. It having been shown that Mr. Bernhard holds a valid New York State Certificate to teach in the foresaid tenure area and it further having been shown that the probationary period of Brett Bernard to teach in this district will expire on June 30, 2023

All members voted Yes- 5 No-0 Motion passed

TENURE PROPOSED RESOLUTION REGARDING TENURE

Motion was made by Susan Repko, second by Ashley Barry "RESOLVED, that in compliance with the provisions of Section 3013 of Board of Education Law and Part 30.3 of the rules the Board of Regents and upon the recommendation of Superintendent Gratto, that Melissa Whitley a probationary teaching assistant having been appointed to the position of assistant teacher by resolution of this Board dated June 21, 2018. It having been shown that Mrs. Whitley holds a valid New York State Teaching Assistant Certificate and it further having been shown that the probationary period of Melissa Whitley will expire on June 30, 2022

All members voted Yes-4 No-0 Abstain 1- (Jared Whitley) Motion passed

BOE APPOINTS MENTOR Upon the recommendation of Supt. Gratto, a motion was made by Jared Whitley, second by Ashley Barry to appoint Julie Dunkley as a teacher mentor to Tabitha Gillings for the 2020-2021 school year. Mrs. Dunkley will be compensated \$1500.00.

All Board members voted Yes-5 No-0 motion carried

SUPPLEMENTAL AGREEMENT APPROVED A motion was made by Jared Whitley, second by Ashley Barry to approve the supplemental agreement between the Board and the SLTA dated September 24, 2020 as presented. This agreement shall terminate on June 30, 2021 or earlier if mutually agreed upon by both parties.

All Board members voted Yes- 5 No -0 motion carried

MASK POLICY DISCUSSION Parents have expressed concern regarding the mask policy and feel it is more than what is required of the CDC guidelines. Students are doing a great job with mask wearing and Mr. Gratto believes the mask policy is effective. He will not recommend any changes at this time and it will still be at the discretion of the teacher with a mask break at the beginning and end of each period. As well as a minute in the middle. There have been some complaints by parents that mask breaks are not being given. This has been addressed with the faculty. Ms. Corey stated that the SLTA thanks the Board for the discretion regarding masks. Bottom line is we are glad to have our students back and in order to assure we can continue in person learning we must continue to wear masks as well as social distance. No one wants students to be miserable but it is important to keep everyone safe.

PUBLIC PARTICIPATION Heather Maisonville asked if the CDC Guidelines had changed as it is her belief it is recommended that mask be worn if social distancing is not possible. There should be some kind of variance for classes that only have four or five kids. It is obvious that these small classes would be able to social distance. Are other schools in the area breaking CDC guidelines? Mr. Whitley stated that he read the CDC guidelines had added masks and social distancing should be considered

when possible. Mr. Maisonville would like to see where that is written.

Mr. Pelkey stated he has kids from all age groups and the mask policy seems to depend on what class you are in. He said he teaches his kids to respect authority but it is difficult to ask them to do that when the rules don't make sense. He urged Mr. Gratto or any Board member to ask kids when there is not a teacher around how their day is going as he has heard many concerning stories.

Rick Dumolin stated that the state guidelines say we do not need a mask if six feet away but we are following the most strict guidelines. Mr. Murdock said it all comes down to safety. If necessary you can go to your child's doctor and get a note to exclude a child from wearing a mask. Mr. Kelly mentioned that the mask protocols were put into place prior to the parents deciding if they would send their child to school, work remote or go to homeschool.

Heather Maisonville stated that a child has a right to a public education without the teachers demanding mask wearing in excess to the CDC Guidelines.

Ms. Corey stated that the SLTA is working nonstop to provide the best education possible. We truly care about our students and we are passionate about keeping them safe. Mr. Gratto asked that we refocus on the 165 students that are making it work. A difference of opinion should not become personal. A student spoke with no disrespect to the teachers to say the mask can be a distraction and difficult to wear all day.

EXECUTIVE SESSION A motion was made by Ashley Barry, second by Susan Repko to go into executive session at 8:10 pm for employment history of a particular person or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person.

All Board members Voted Yes- 5 No-0 Motion carried

EXECUTIVE SESSION A motion was made by Jared Whitley, second by Ashley Barry to move out of executive session at 10:40 pm.
All Board members voted Yes -5 No-0 Motion Carried

ADJOURNMENT A motion was made by Ashley Barry, second by Jared Whitley to adjourn at 10:40 pm.
All Board members voted Yes – 5 No-0 Motion Carried

Hello Mr. Gratto and School Board,

I am writing to say that October 16, 2020 will be my last day at Schroon Lake Central.

I appreciate all of the experiences that have been available to me during my time here, and SLCS will always be my home.

If there is anything I can do to help with the transition in training my replacement or anything else please let me know.

I feel Mrs. Higgins would be a good replacement for me because she has worked with my students before and has many of the same qualities as myself and will make the adjustment easier

Thank you again,
Cassidy Christian
2nd grade shared aid

Upon the recommendation of Supt. Gratto, a motion was made by _____ second by _____ to accept the resignation of Cassidy Christain as a full time teacher's aide effective October 16, 2020.
All Board members voted Yes- No- motion carried

Upon the recommendation of Supt. Gratto, a motion was made by _____ second by _____ appoint Louise Higgens as a teacher's aide effective October 19, 2020. Mrs. Higgens will be compensated \$12.50 per hour for the 2020-2021 school year. This position comes with a six month probationary period to end on April 19, 2021.

All Board members voted Yes- No- motion carried

Upon the recommendation of Supt. Gratto, a motion was made by _____ second by _____ appoint Matt Goodrow as a teacher's aide effective October 16, 2020. Mr. Goodrow will be compensated \$12.50 per hour for the 2020-2021 school year. This position comes with a six month probationary period to end on April 16, 2021 and is contingent upon the clearance of NYSED fingerprints.

All Board members voted Yes- No- motion carried

Upon the recommendation of Supt. Gratto, a motion was made by _____
Second by _____ to appoint _____ as a substitute custodian. _____ will be compensated \$12.50 per hour.
All Board members voted Yes- No- motion carried

Upon the recommendation of Supt. Gratto, a motion was made by _____, second by _____ to appoint Beth Root as the extra curricular treasurer for the 2020-2021 school year. Ms. Root will be compensated \$2350.00 for the 2020-2021 school year.

All Board members voted Yes- No- motion carried

Schroon Lake CSD

Data Protection Policy

Schroon Lake School District collects and uses personal information about staff, pupils, parents and other individuals who come into contact with the school. This information is gathered in order to enable the school to provide education and other associated functions.

Purpose

This policy is intended to ensure that personal information is dealt with correctly and securely and in accordance with Ed Law 2d, and other related legislation. It will apply to information regardless of the way it is collected, used, recorded, stored and destroyed, and irrespective of whether it is held in paper files or electronically.

All staff involved with the collection, processing and disclosure of personal data will be aware of their duties and responsibilities by adhering to these guidelines.

What is Personal Information?

Personal information or data is defined as data which relates to a living individual who can be identified from that data, or other information held.

Personally Identifiable Information (PII) includes: a student's name; the name of a student's family; the student's address; the students' social security number; a student education unique identification number or biometric record; or other indirect identifiers such as a student's date of birth, place of birth or mother's maiden name; and other information that alone or in combination is linked or linkable to a specific student that would allow a reasonable person in the school community who does not have personal knowledge of the relevant circumstances, to identify the student.

General Statement

The school is committed to maintaining the above principles at all times. Therefore the school will:

1. Inform individuals why the information is being collected when it is collected
2. Inform individuals when their information is shared, and why and with whom it was shared

3. Check the quality and accuracy of the information it holds
4. Ensure that information is not retained for longer than is necessary
5. Ensure that when obsolete information is destroyed that it is done so appropriately and securely
6. Share information with others only when it is legally appropriate to do so
7. Ensure our staff are aware of and understand our policies and procedures

Access

- Unless prohibited by law or court order, school districts and public charter schools shall provide parents, legal guardians, or eligible students, as applicable, the ability to review their child's educational records.
- The Superintendent, administrator, or designee, is responsible for granting, removing, and reviewing user access to student data. An annual review of existing access shall be performed.
- Access to PII maintained by the school district or public charter school shall be restricted to: (1) the authorized staff of the school district or public charter school who require access to perform their assigned duties; and (2) authorized employees of the State Board of Education and the State Department of Education who require access to perform their assigned duties.

Security

- School districts and public charter schools shall have in place Administrative Security, Physical Security, and Logical Security controls to protect from a Data Breach or Unauthorized Data Disclosure.
- School districts and public charter schools shall notify in a timely manner affected individuals, students, and families if there is a confirmed Data Breach or confirmed Unauthorized Data Disclosure.

Use

- Publicly released reports shall not include PII and shall use Aggregate Data in such a manner that re-identification of individual students is not possible.
- School district or public charter school contracts with outside vendors involving student data, which govern databases, online services, assessments, special education or instructional supports, shall include the following provisions which are intended to safeguard student privacy and the security of the data:
 - Requirement that the vendor agree to comply with all applicable state and federal law;

- Requirement that the vendor have in place Administrative Security, Physical Security, and Logical Security controls to protect from a Data Breach or Unauthorized Data Disclosure;
 - Requirement that the vendor restrict access to PII to the authorized staff of the vendor who require such access to perform their assigned duties;
 - Prohibition against the vendor's secondary use of PII including sales, marketing or advertising;
 - Requirement for data destruction and an associated time frame; and
 - Penalties for non-compliance with the above provisions.
- School districts and public charter schools shall clearly define what data is determined to be directory information.
 - If a school district or public charter school chooses to publish directory information which includes PII, parents must be notified annually in writing and given an opportunity to opt out of the directory. If a parent does not opt out, the release of the information as part of the directory is not a Data Breach or Unauthorized Data Disclosure.

State Information:

New York State Data Privacy and Security

- Ed Law 2D - Education Law § 2-d went into effect in April 2014. The focus of the statute was to foster privacy and security of personally identifiable information (PII) of students and certain PII related to classroom teachers and principals.
- Part 121 Amendment to Ed Law 2D - Although the proposed regulations largely restate the requirements of Education Law § 2-d, there are new elements, including the adoption by the New York State Education Department of a data security and privacy standard, as was required by the statute. The Department will adopt the National Institute for Standards and Technology (NIST) Framework for Improving Critical Infrastructure Cybersecurity Version 1.1 (CSF or Framework)

Applicable Federal and State Laws that Impact Technology Use and Student Privacy

- Family Educational Rights and Privacy Act (FERPA)
- Children's Online Privacy Protection Act (COPPA)
- Children's Internet Protection Act (CIPA)

- Protection of Pupil Rights Amendment (PPRA)
- Individuals with Disabilities in Education Act (IDEA)

Additional Resources:

- National Center for Educational Services - Privacy Technical Assistance Center (PTAC)
- K12 Cyber Security Resource Center
- K12 Privacy & Security Blueprint