

**BABYLON SCHOOL BOARD REGULAR MEETING
FEBRUARY 10, 2014
AGENDA**

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

- I. Call to Order - 6:30 p.m.
- II. Executive Session
It is anticipated that upon a majority vote of the total membership of the Board, a motion to meet in Executive Session to discuss specific collective bargaining, personnel issues, and/or other specific matters appropriate for executive session in accordance with the Open Meeting Law will be considered. Following executive session the Board will reconvene in the Babylon Junior-Senior High School library at approximately 7:30 p.m.
- III. Pledge of Allegiance (7:30 p.m.)
- IV. Approval of Minutes of the Regular Meeting of January 13, 2014 and Work/Study Meeting of January 27, 2014.
- V. Approval of Treasurer's and Business Office Financial Reports and Extra Curricular Fund Report for December 2013.
- VI. Superintendent's Report
 - a. Student Delegate Report - Ronnie Pashen, Giovanna Domingo, Max O'Handley
 - b. School Highlights
 - c. Report on Veterans Exemption - Dr. Peter Daly
- VII. Committee Reports
 - a. Audit Committee
 - b. Finance Committee
 - c. Buildings & Grounds
 - d. Technology Committee
 - e. Policy Committee
 1. **SECOND READING OF POLICIES 5252-STUDENT ACTIVITIES FUNDS MANAGEMENT, 9420-EVALUATION OF STAFF, 9420.1-BUILDING PRINCIPAL AND CLASSROOM TEACHER EVALUATION: RESOLVED**, that the Board of Education conduct a second reading of policies 5252-Student Activities Funds Management, 9420-Evaluation of Staff, 9420.1-Building Principal and Classroom Teacher Evaluation and **BE IT FURTHER RESOLVED**, that the Board of Education waive the formal second reading of policies 5252-Student Activities Funds Management, 9420-Evaluation of Staff, 9420.1-Building Principal and Classroom Teacher Evaluation, as attached.
- VIII. Board Agenda Items
 - a. Discussion
 - b. Questions from Visitors on Agenda Items - Please approach the podium and state your name.
- IX. New Business
 1. **SCHOOL CALENDAR: RESOLVED**, that the Board of Education approve the proposed school calendar for the school year 2014-2015, as attached.
 2. **FEDERAL SINGLE AUDIT REPORT: RESOLVED**, that the Board of Education approve the Federal Single Audit Report conducted by Cullen & Danowski, LLP for the 2012-2013 school year.
 3. **PROMOTIONAL APPOINTMENT GROUNDSKEEPER II: RESOLVED**, that the Board of Education approve the promotional appointment of Jose Velasquez, groundskeeper I, to groundskeeper II effective February 11, 2014. Compensation for this assignment to be Step 3, Column G of the 2013-2014 Custodial Association Contract.

4. **APPOINTMENT PART-TIME SPECIAL EDUCATION TEACHER/SUBSTITUTE TEACHER: RESOLVED**, that the Board of Education approve the appointment of Lisa Necroto as a part-time (.4 FTE) special education teacher and part-time (.6 FTE) substitute teacher, assigned to the Babylon Memorial Grade School, effective February 11, 2014 to June 30, 2014. Compensation for this assignment to be .4 FTE of Step 5 of the MA column of the 2013-2014 Babylon Teachers' Association Contract and .6 FTE substitute teacher at the rate of \$100/day prorated.
5. **CASUAL APPOINTMENTS: RESOLVED**, that the Board of Education approve the following casual appointments for the 2013-2014 school year. Compensation for these positions to be in accordance with the Babylon Teachers' Association Contract.

High School

LI Science Fair Liaison Advisor - Claire Birone

Coaching Appointments

Varsity Baseball Coach - Anthony Sparacio
Junior Varsity Baseball Coach - Andrew Slawson
Junior High Baseball Coach - Rich Villanueva
Varsity Golf Coach - Brian Kroll
Junior High Gymnastics Coach (2) - Jeanne Allen
- Nancy O'Donnell
Varsity Boys Lacrosse Coach - John Greaney
Assistant Varsity Boys Lacrosse Coach - Daniel Sparby
Junior Varsity Boys Lacrosse Coach (2) - Dennis McGovern
- Daniel DeBetta
Junior High Boys Lacrosse Coach (2) - Eddie Hilbert
- Hans Wiederkehr
Varsity Girls Lacrosse Coach - Tim Harrison
Assistant Varsity Girls Lacrosse Coach - Grace McMahon
Junior Varsity Girls Lacrosse Coach - Kristie Hirten
Junior High Girls Lacrosse Coach (2) - Catrina Christensen
- Brenda Mayo
Varsity Softball Coach - Rick Punzone
Junior Varsity Softball Coach - William Singleton
Varsity Boys Tennis Coach - Rob Andrews
Junior Varsity Boys Tennis Coach - Peter Mankes
Junior High Boys Tennis Coach - Chris Egan
Varsity Boys Spring Track Coach - Craig Washington
Varsity Girls Spring Track Coach - Jess Prochilo
Junior High Track Coach - Chris Morra
Athletic Trainer (South Bay Physical Therapy) - Cole Buschmann
Intramural JH Girls Basketball - Timothy Harrison

6. **VOLUNTEER COACHING APPOINTMENTS: RESOLVED**, that the Board of Education approve the following volunteer coaching appointments for the 2013-2014 school year in accordance with Board of Education Policy 4532-School Volunteers:
- Varsity Boys Lacrosse Volunteer - Daniel Royle
Varsity Softball Volunteer - Stephen Fasciani
7. **APPOINTMENT SUBSTITUTE CUSTODIAL WORKER: RESOLVED**, that the Board of Education approve Mercedes Bautista as a substitute custodial worker effective February 11, 2014 to June 30, 2014. Compensation for this assignment to be \$11.00/hour.
8. **STUDENT TEACHERS: RESOLVED**, that the Board of Education approve the placement of the following student teachers for the 2013-2014 Spring semester.
- | | | |
|----------------|-------------|----|
| Phillip Cangro | Mathematics | HS |
| Lindsey Baird | Mathematics | HS |

9. **HIGH STAKES TESTING RESOLUTION:** WHEREAS, every student deserves a quality public education dedicated to preparing engaged citizens, creative and critical thinkers and lifelong learners ready for college and careers; and

WHEREAS, the decline in state aid and support for public schools has forced our district to reduce programs and limited our ability to fully implement new programs mandated by the State such as the Common Core standards thereby creating an uneven rollout of the standards among school districts around the State; and

WHEREAS, while the implementation of the Common Core standards will ultimately help students, teachers and the teaching and learning process, the growing reliance on, and mismanagement of, standardized testing is eroding student learning time, narrowing the curriculum and jeopardizing the rich, meaningful education our students need and deserve; and

WHEREAS, there has been a reliance upon the Common Core standards in the development of state testing despite the fact that students have not been exposed to these standards for a sufficient amount of their school experience; and

WHEREAS, despite the fact that research recommends the use of multiple measures to gauge student performance and teacher effectiveness, the State's growing reliance on standardized testing is adversely affecting students across all spectrums and the morale of our educators and is further draining already scarce resources; and

WHEREAS, the Federal Elementary and Secondary Education Act's testing policies fail to appropriately accommodate the unique needs of students with disabilities and English language learners in assessing their academic achievements which results in test scores that do not accurately represent a true measure of the impact of teachers and schools; and

WHEREAS, it is time for policymakers to reconsider the number, duration and appropriate use of standardized tests so that our schools can refocus their efforts on improving student learning outcomes; now, therefore be it

RESOLVED, that we call upon Governor Andrew M. Cuomo; State Education Department Commissioner John B. King; Chancellor of the Board of Regents Merryl Tisch; Chair of the Senate Committee on Education John Flanagan; State Senator Phil Boyle; Chair of the Assembly Committee on Education Catherine Nolan; State Assemblyman Joseph Saladino and other policymakers to reduce the use of, and overreliance on, standardized testing.

10. **OVERNIGHT FIELD TRIP RESCHEDULED:** RESOLVED, that the Board of Education approve the rescheduled dates for student participation to Disney World Performing Arts On Stage in Orlando, Florida from February 27-March 2, 2014 to March 19-22, 2014.
11. **OVERNIGHT FIELD TRIP:** RESOLVED, that the Board of Education approve a request from Mrs. Schweider and Mrs. Stork, art teachers, for student participation to Philadelphia, PA from Saturday, April 26, 2014 to Sunday, April 27, 2014 for the purpose of visiting different museums and community art projects.
12. **ADOPTION OF POLICIES 5252-STUDENT ACTIVITIES FUNDS MANAGEMENT, 9420-EVALUATION OF STAFF, 9420.1-BUILDING PRINCIPAL AND CLASSROOM TEACHER EVALUATION:** RESOLVED, that the Board of Education approve and adopt policies 5252-Student Activities Funds Management, 9420-Evaluation of Staff, 9420.1-Building Principal and Classroom Teacher Evaluation, as attached.
13. **HEALTH AND WELFARE SERVICES AGREEMENTS:** RESOLVED, that the Board of Education approve health and welfare services agreements between the Babylon UFSD and the following school districts for the 2013-2014 school year: Seaford UFSD and Sayville UFSD.

- 14. **SPECIAL EDUCATION CONSULTANT AND SERVICES AGREEMENTS: RESOLVED**, that the Board of Education approve the special education consultant and services agreements between the Babylon UFSD and United Cerebral Palsy Association (SE# 24) and William Davis (SE#25) for the 2013-2014 school year.

- 15. **COMMITTEE ON SPECIAL EDUCATION AND COMMITTEE ON PRESCHOOL SPECIAL EDUCATION: RESOLVED**, that the recommendations from the Committee on Special Education and Committee on Preschool Special Education for cases from December 2013 to January 2014 be approved.

- X. Other Business

- XI. Representatives of Organizations

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

- XIII. Future Board Meetings:
 - Work/Study Meeting
Monday, February 24, 2014
BHS Library - 7:30 p.m.
Topics: Budget Presentation and
Technology Presentation

 - Regular Meeting
Monday, March 10, 2014
Grade School Cafeteria - 7:30 p.m.

- XIV. Adjournment

SECOND READING AND ADOPTION 5252

STUDENT ACTIVITIES FUNDS MANAGEMENT

In accordance with the Commissioner's regulations, all funds raised other than by taxation or through charges of the Board of Education for, by, or in the name of a school, student body, or any subdivision thereof, shall be known as "extra classroom activity funds."

All such funds shall constitute the "extra classroom activity fund account." All moneys raised or collected by school individuals or groups must be deposited in care of the Treasurer of the extra classroom activity account.

The Board of Education shall have the responsibility for the protection and supervision of the financial affairs of student clubs and extracurricular activities. The Principal of each school concerned will appoint a competent or qualified faculty advisor for each club or organization. An audit of all accounts will be made annually by the school auditor. A clubs and activities financial report will be made available to the Board of Education finance committee.

Management of extra classroom activity fund accounts shall be in accordance with the rules and regulations of the Commissioner of Education and the State Education Department.

Cross-ref: 2210, Board Reorganizational Meeting
5210, Student Organizations

Ref: Education Law §207
8 NYCRR Part 172

Adoption date: June 10, 2002
Revised date: March 13, 2006
Revised date:

SECOND READING AND ADOPTION 9420

EVALUATION OF STAFF (NOT COVERED BY 3012-c OF EDUCATION LAW)

The Board of Education believes that the regular, rigorous and meaningful evaluation of all staff is necessary to continuously improve the achievement of students and the operation of the district. To this end, the Superintendent of Schools shall be responsible for ensuring that all district employees are evaluated annually and receive appropriate levels of support based upon that evaluation, if necessary, to improve their skills.

Administrators

All administrators, other than building principals who are covered by policy 9240.1, shall be evaluated annually by the Superintendent in accordance with this policy, applicable state law, regulation and collective bargaining agreements.

Professional Employees (not covered by 3012-c)

All professional employees (non-classroom teachers providing instructional services or pupil personnel services, counselors, school psychologists and social workers) shall be evaluated annually in accordance with state law and regulation, as well as any applicable collective bargaining agreement and the district's Part 100.2(o) Professional Performance Review Plan. The plan shall include the required regulatory elements such as: (a) criteria for evaluating teachers and other professional employees, (b) assessment methods, (c) how quality rating categories/criteria will be used to differentiate professional development, compensation and promotion; (d) how timely and constructive feedback from evaluations will be provided; (e) plans to improve teacher performance for those rated ineffective, and; (f) training for evaluators.

The Superintendent shall collaborate with teachers, pupil personnel professionals and administrators in developing the plan, which may be a multi-year plan. The Superintendent shall be responsible for selecting those individuals with whom he or she will collaborate in the development of the plan. The Superintendent shall meet with a group of such individuals at least once each year to determine if changes are necessary after its initial adoption.

The Superintendent shall submit the district's Professional Performance Review Plan, with any recommended changes, to the Board at its organizational meeting. At that meeting, the Board may request that the Superintendent reconsider or reexamine certain aspects of the plan, in which case, the Superintendent will resubmit the plan at the Board's first regular meeting in August.

The Board will provide members of parent organizations and the president of the applicable bargaining units the opportunity to comment on the plan, prior to its adoption, at a meeting at which the plan is considered. The Board must approve the plan before it becomes effective. The approved plan for each school year will be available in the district offices by September 10 of each year.

Each year, the Superintendent shall provide a report to the State Education Department on information related to the district's efforts to address the performance of non-classroom teachers rated ineffective.

Support Staff

Support staff (those staff not required to be evaluated under the Professional Performance Review Plan) shall be evaluated annually in accordance with any applicable collective bargaining agreement and this policy. (replaces policy 0340-Evaluation of Support Staff)

Reporting

The Superintendent will prepare an annual report for the Board that provides data on the evaluation ratings so that the Board can assess the effectiveness of the district's evaluation program. Data may include the number of employees evaluated, a summary of the final evaluation ratings, the rates of staff turnover and other relevant information. Personally identifiable data will not be released to the public.

Training

The Superintendent shall ensure that all staff that are required to evaluate other staff are provided appropriate and sufficient training in assessment and evaluation, in accordance with state law and regulation.

Cross-ref: 9160, Personnel Records
9420.1, Building Principal and Classroom Teacher Evaluation
9700, Staff Development

Ref: Education Law §3012-c
8 NYCRR § 100.2(o) (Professional Performance Review Plans)

Adoption date:

SECOND READING AND ADOPTION 9420.1

BUILDING PRINCIPAL AND CLASSROOM TEACHER EVALUATION

In accordance with state law and regulation, it is the goal of the Board of Education to have a high quality evaluation program for staff including building principals and classroom teachers which results in an effective teacher in every classroom and an effective leader in every building in the district. In order to achieve that goal, the Superintendent of Schools shall be responsible for ensuring that building principals and classroom teachers are evaluated annually, in accordance with state law and regulation. Evaluations will be a significant factor in employment decisions, including, but not limited to, promotion, retention, tenure determination, termination and supplemental compensation. (replaces policy 0330)

The purpose of teacher and administrator evaluations are:

- To communicate its intent to comply with the law and regulations and put the school community on notice regarding the most important components of the law and the relevant timeframes.
- To put parents on notice regarding their right to access their child's teacher's composite score and effectiveness rating, and to assign the Superintendent responsibility for developing associated more detailed procedures.
- To ensure accountability by including reporting mechanisms so the Board fulfills its oversight role.
- To clarify the duties and responsibilities of staff.
- To enrich, develop, and improve effective professional skills and performance by: a) informing each staff member of how his or her performance is perceived in relation to the expectations of the district; and b) identifying an individual's strengths and weaknesses.
- To enhance the instructional program by providing individual staff members with methods by which performance may be improved.
- To provide the Board and the Superintendent with accurate and timely assessments of employee performance to enable them to fulfill their legal responsibilities in making personnel decisions, including the granting of tenure or voting disciplinary charges.

Annual Professional Performance Review Plan

The district will submit the required annual professional performance review plan to the State Education Department in a timely manner, in conformance with state law, Regents Rules and Commissioner's Regulations. The Superintendent will provide periodic reports to the Board of Education on the progress of negotiations regarding the negotiable parts of the plan, salient information about the preparation of the plan, present the plan for Board approval and apprise the Board when the plan has been approved by the State.

The plan shall include a description of the required elements, including the following:

- (a) the process for transmitting accurate data to the State Education Department,
- (b) scoring methods that ensures the integrity of the testing process,
- (c) how quality rating categories/criteria will be used to differentiate professional development, compensation and promotion;
- (d) how timely and constructive feedback from evaluations will be provided;
- (e) plans to improve teacher performance for those rated ineffective, and
- (f) training for evaluators.

Once the district has received approval of the plan by the State Education Department, the plan will be posted on the district's website within 10 days, or by September 10th, whichever is later.

Classroom Teachers and Principals (covered by Education Law §3012-c)

Classroom teachers and buildings principals will receive a composite performance rating as part of the annual professional performance review, in accordance with state law, by September 1st of the following school year. The composite performance rating will fall into one of four categories: highly effective; effective; developing and ineffective. This composite rating will be made up of multiple measures of effectiveness and will include student performance on state and local tests, in accordance with the terms of the annual professional performance review plan.

Teacher and Principal Improvement Plans

When a teacher or principal is rated as developing or ineffective as a result of the annual performance review, the Superintendent or his/her designee must formulate and commence an improvement plan (TIP/PIP). The improvement plan will be developed in accordance with negotiated agreements, but must be in place no later than 10 school days from the opening of classes in the school year following the school year for which the performance was rated. The Superintendent will prepare an annual summary report for the Board on the number of TIPs/PIPs issued and other relevant data to support assessment of the effectiveness of the district's approach to improvement plans. In the event that the assessment reveals that progress isn't being made, the administration will recommend changes to the approach.

Appeals

For classroom teachers and principals, an appeal of an evaluation may be commenced once the composite evaluation score has been received. The right to appeal and the process of the appeal is prescribed by the annual professional performance review plan.

Training

The Superintendent is the lead evaluator for the district and shall plan his/her own professional development in order to maintain his/her expertise in this area. The Superintendent shall ensure that all staff that are required to evaluate other staff are provided appropriate and sufficient training in assessment and evaluation, in accordance with state law and regulation.

Reporting and Public Disclosure

In accordance with state law, the district will make aggregate information from the classroom teacher and building principal annual professional performance system available on the district website. This summary information will not include personally identifiable data.

Upon request from a parent or legal guardian, the district will provide the final quality rating and composite effectiveness score for each of the classroom teachers and for the building principal to which the student is assigned. The district will take reasonable steps to review the request to verify that the parent/guardian is entitled to the information. The Superintendent will develop procedures to implement this provision of the policy.

Cross-ref: 9140.1, Employee Complaints and Grievances
9420, Staff Evaluation
9160, Personnel Records
9700, Staff Development

Ref: Education Law §3012-c
8 NYCRR Subpart 30-2
8 NYCRR § 100.2(o)(2) (Professional Performance Review Plans)
Guidance on New York State's Annual Professional Performance Review for Teachers and Principals to Implement Education law §3012-c and the Commissioner's Regulations, Updated, August 30, 2013

Adoption date:

**BABYLON UNION FREE SCHOOL DISTRICT
SCHOOL CALENDAR
2014-2015**

DRAFT

SEPTEMBER

M	T	W	T	F
[1]	{2}	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	[25]	[26]
29	30			

September 1 Labor Day
2 Supt. Conf. Day
3 First Day of School
25-26 Rosh Hashanah

OCTOBER

M	T	W	T	F
		1	2	3
6	7	8	9	10
[13]	14	15	16	17
20	21	22	23	24
27	28	29	30	31

October 13 Columbus Day

NOVEMBER

M	T	W	T	F
3	{4}	5	6	7
10	[11]	12	13	14
17	18	19	20	21
24	25	[26]	[27]	[28]

November 4 Supt. Conf. Day
11 Veterans Day
26-28 Thanksgiving Recess

DECEMBER

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
[22]	[23]	[24]	[25]	[26]
[29]	[30]	[31]		

December 22-31 Winter Recess

JANUARY

M	T	W	T	F
			[1]	[2]
5	6	7	8	9
12	13	14	15	16
[19]	20	21	22	23
26	27	28	29	30

January 1-2 Winter Recess
19 M.L. King Jr. Day

FEBRUARY

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
[16]	[17]	[18]	[19]	[20]
23	24	25	26	27

February 16-20 Mid-Winter Recess
(Presidents' Day)

MARCH

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	{20}
23	24	25	26	27
30	31			

March 20 Supt. Conf. Day

APRIL

M	T	W	T	F
		1	2	[3]
[6]	[7]	[8]	[9]	[10]
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

April 3-10 Passover/Easter Recess

MAY

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	[22]
[25]	26	27	28	29

May 22-25 Memorial Day

JUNE

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

June 26 Last Day of School

[] Schools Closed
{ } Conference Day

TOTAL (180+3)

The Board of Education reserves the right to revise this calendar if emergency school closing during the school year requires additional teaching days