

WEST BABYLON UNION FREE SCHOOL DISTRICT
WEST BABYLON, NEW YORK

REGULAR MEETING

BOARD OF EDUCATION
BOARD ROOM - ADMINISTRATION BUILDING

TUESDAY – DECEMBER 11, 2012

AGENDA

The order of business at all regular meetings shall be as follows:

1. Call to order by presiding officer
2. Pledge of Allegiance to The Flag

[7:00 P.M. - Meeting Convenes Followed by Student
Presentation(s) and/or Executive Session]

School Board Recognition Week – October 29-November 2, 2012

Presentations of Citations and Reception
(Please see separate program)

[8:00 P.M. - Public Session Resumes Beginning with Item #3]

3. Approval of minutes of previous meeting(s): Regular Meeting: November 27, 2012
4. Statement of the Board and/or Superintendent
5. Statement of West Babylon Teachers' Association Representatives
6. Statement of School Administrators' Association Representatives
7. Statement of C.S.E.A. Representatives
8. Statement of Student Association Representatives
9. Statement of PTA Council Representatives
10. Statement of Residents re: agenda items [15 minutes-limited to 3 minutes per speaker]*
11. Report of the Superintendent and/or Educational Presentation
12. Business Agenda [****Consent Agenda Items**]
 - A. **BOARD OF EDUCATION**
 - ** (R) Adoption of Revised 2012-2013 School District Calendar (Res. #BE-1)
 - ** (R) Establishment of Senior High School Fashion Club (Res. #BE-2)
 - ** (R) Approval of Transportation Contract (Res. #BE-3)
 - ** (R) Approval of Senior High School Clubs for the 2012-2013 School Year (Res. #BE-4)
 - ** (R) Waiver of Use of Facilities Fees (Res. #BE-5)
 - ** (R) Authorization for Board President and Superintendent of Schools to Sign a Contract with the School Lunch Consultant (Res. #BE-6)

- B. **PERSONNEL**
 - ** (R) 12-P-10 Professional Personnel
 - ** (R) 12-C-10 Civil Service Personnel (Res. #PE-1)

 - C. **FINANCE**
 - ** (R) Adoption of 2013-2014 Budget Calendar (Res. #FI-1)
 - ** (R) Acknowledgement of Receipt of Claims Auditor's Reports and Recommendations (Res. #FI-2)
 - ** (R) Budget Transfer (Res. #FI-3)
 - ** (R) Acceptance of Donations (Res. #FI-4 through Res. #FI-6)
 - ** (R) Award of Bid (Res. #FI-7)

 - D. **CURRICULUM**
 - ** (R) Adoption of Third Grade Science Textbook (Res. #CU-1)
 - ** (R) Declaration of Obsolete Junior High School Textbooks (Res. #CU-2)
13. Policy Review:
- A. Board Review-Program Evaluation Plan (Formerly IFD) (Second Time Discussion) (File:4205)
 - B. Board Review-Basic Instructional Program-Administrative Regulations (Formerly IGA-R) (Second Time Discussion) (File:4310)
 - C. Board Review-Graduation Requirements (Formerly IKF) (Second Time Discussion) (File:4770)
 - D. Board Review-Student Automobile Use (Formerly JHFD) (Second Time Discussion) (File:5454)
14. Board of Education Committee Reports
15. Old Business: Demographic Study Follow-up – Commencement of Study Committee
16. New Business
17. Follow-Up to Residents' Statements
18. Statements of Residents re: other district items [15 minutes-limited to 3 minutes per speaker]*
19. Adjournment [This should take place by 11:00 P.M.]

*Per Board Policy 1230: The Board of Education encourages participation of residents at open Board meetings. The President of the Board shall ask for brief statements from residents and set a time limit (three minutes per resident) on such statements. To allow for public participation, a period not to exceed 15 minutes shall be set aside during the first and last part of each Board meeting. The President shall be responsible for the orderly conduct of the meeting and shall rule on such matters as the time to be allowed for public discussion and the appropriateness of the subject being presented. The President shall have the right to discontinue any presentation which violates this policy. Residents wishing to speak should identify themselves, their address, any organization they may be representing at the meeting, and the topic they wish to discuss. Statements during the first part of the meeting will relate to agenda items. Statements during the second part of the meeting will relate to other district matters.

Follow-Up to Residents' Unanswered Questions

Date	Residents' Questions	Responses
November 27, 2012	_____	_____
November 13, 2012	_____	_____
October 30, 2012	Meeting cancelled due to Super Storm Sandy	Meeting cancelled due to Super Storm Sandy
October 11, 2012	_____	_____
September 24, 2012	Why are certain athletic teams having to wait to be taken home instead of the district providing a second bus to return the students to school?	Mr. Cacchiola reviewed the request, to bring the first team home, with the Superintendent's Management Team. The district can make the accommodation for districts within close proximity to West Babylon as determined by Mr. Bianco.
September 11, 2012	Re: Boys Varsity Soccer Team	Per Mr. Anthony Spinelli, Director of Health, Physical Education & Athletics:
	1. The Varsity team did not have game balls.	1. An order is being placed on 9/12/12 for four game balls. These are scheduled to arrive ASAP. Game balls will be available for Friday's game (9/14/12).
	2. The Varsity team does not have use of a field for Friday's game (9/14/12).	2a. As part of our long range field renovation program to improve the quality of the fields, our children play on, fields need to be closed for reconditioning purposes and to allow the turf to develop. We have worked out a tentative multi-year approach which impacts different teams at different times and will eventually allow all teams the fortitude to play on a good field.
		2b. In response to the closing of one field at the high school, we have set up a practice field at Tooker Avenue School and carefully arranged all games for the high school boys and girls program to avoid conflicts. In the event of inclement weather forcing us to play on the next available day, we are prepared to utilize the field inside the track, located at the Junior High School, as a back up.
		2c. Games will be played at either the High School or the turf field at Our Lady of Grace.
		2d. Specifically, this Friday's game (9/14/12) will be played at the High School.
	3. The team does not have uniforms.	3a. It was recently brought to my attention that there are not a sufficient number of varsity uniforms. I am in the process of investigating.
		3b. Until the uniform issue is resolved, the team will be wearing West Babylon blue uniforms for Friday's game (9/14/12).

Continued.....

Follow-Up to Residents' Unanswered Questions

Date	Residents' Questions	Responses
August 28, 2012	_____	_____
August 14, 2012	_____	_____
July 26, 2012	_____	_____
July 10, 2012	_____	_____

WEST BABYLON UNION FREE SCHOOL DISTRICT
WEST BABYLON, NEW YORK

REGULAR MEETING

BOARD OF EDUCATION
BOARD ROOM - ADMINISTRATION BUILDING

TUESDAY – DECEMBER 11, 2012

RESOLUTIONS

BOARD OF EDUCATION

****#BE-1**

RESOLVED: that the West Babylon Board of Education adopts the revised 2012-2013 School District Calendar, as attached.

****#BE-2**

RESOLVED: that the West Babylon Board of Education approves the establishment of a Fashion Club at the Senior High School. Ms. Kristi Farrice will serve as an unpaid advisor.

****#BE-3**

RESOLVED: that the West Babylon Board of Education hereby waives the facilities use fees and requirements for the monthly meetings, during the 2012-2013 school year, of the West Babylon Main Street Organization.

****#BE-4**

RESOLVED: that the West Babylon Board of Education approves the Transportation Contract, dated December 11, 2012, with a parent of a child who is defined as homeless under the Federal McKinney-Vento Act (Act) for the period November 7, 2012 through November 29, 2012. The District agrees to reimburse the parent for mileage at the IRS standard mileage rate in effect for the dates of travel.

***BE-5

RESOLVED: that the following Senior High School clubs are approved for the 2012-2013 school year:

CLUB	ADVISOR	STUDENT PRESIDENT	STUDENT TREASURER/SECRETARY
Art	E. Bodolai	Katelyn Casey	Jennifer Nguyen
Band	D. Meadows	Rebecca Sullivan	Stephanie Manning
Boys Track	F. Ging	Nicholas Morfeal	Corey Maiale
Broadcasters	J. Barone	Olivia O'Hara	Joseph Meighan
Catering	D. Bellmare	Casey Walsh	Samantha Bifulco & Lauren Frezze
Chess	S. Dombro	Nancy Bianco	Troy Womble
Class of 2013	S. Snyder	Casey Walsh	Brianna Scotto
Class of 2014	P. Armato	John Modica	Sabrina Pulizzi
Class of 2015	H. Korchma	Jessica Porto	Michael Leone
Class of 2016	E. Rogovitz	Jennifer Melfi	Emily O'Halloran
Concert Choir	J. Barone	Daniella Randazzo & Tyler Smalling	Brian Phillips & Amanda Ziegler
DECA	C. Kilgus	Samantha Bifulco	Theodora Panagos
Drama	J. Carson	Tyler Smalling	Daniella Randazzo
Forensics	R. Peraza	Michael Leonard	Alexa Jones
Girls Basketball	K. Dorsey	Nicole Wilkinson	Madison Vasquez
Girls Bowling	tba	Reed Salanitri	Samantha Bifulco
Girls Soccer	G. Axelson	Madison Vasquez	Rae-Anne Guglielmo
Girls Softball	N. Torres	Brianna Scotto	Shannon Clancy
Girls Varsity Cross Country	M. Zinna	Jessica Leeb	Julie Barrett
Girls Varsity Volleyball	J. Kowalik	Jaclyn Mariotti	Iryna Herych
Gay/Straight Alliance	T. Prizzi	John Modica	Sabrina Esposito
Leo Club	J. Lemmo	Danielle Bryson & Courtney Leone	Samantha Bifulco & Sabrina Cammarata
Musical	M. Cafiero	Tyler Smalling & Daniella Randazzo	Brian Phillips & Amanda Ziegler
Jazz Choir/ Glee Club	J. Barone	Tyler Smalling & Daniella Randazzo	Brian Phillips & Amanda Ziegler
International Club	M. Fealey	Kristina Georgilis	Sabrina Pulizzi
Kickline	N. Torres	Fran DeAntonio	Courtney Cronin
Leaders	G. Hearn	Lauren Marciano	Kristina Georgilis
Math Club	C. Montalvo	Wasiq Ahmad	Sabrina Esposito
Mock Trial	C. Jonasson	Wasiq Ahmad	Amber Volz
Nat'l Business Honor Society	K. Reilly	Meghan Smith	Peter Trapani
National Honor Society	B. Schilt	Jordan Musante & Joseph Ryder	James Noecker
Orchestra	B. Leidel	Angela Necco	Geovanny Amaya

Continued.....

CLUB	ADVISOR	STUDENT PRESIDENT	STUDENT TREASURER/SECRETARY
Quiz Bowl	K. Connolly	Joseph Ryder	James Nocker
Robotics	G. DeSimone	Anthony Tucker	Kieran Yee
SADD	C. Jonasson	Tyler Smalling	Farah Faraci
Science Olympiad	A. Montalvo	Wasiq Ahmad	Nicole Cutrone
SCOPE	G. Hearn	Kyla Brown-Hurley	Sabrina Pulizzi
SEA	A. Tichy	Alison Izzo	Farah Faraci
Student Association	M. Zinna	Ayse Billi	Iryna Herych
"Talon" Newspaper	B. Berger	Amanda Nieto	Sarah Bosworth
Tri-M	D. Meadows	Kristi Melfi	Jamie DelPrete & Brittany DeAngelis
Varsity Club	G. Antonelli	tba	tba
Varsity Cheerleading	R. Ramsey	Emily Frole	Taylor Kelly
Varsity Field Hockey	A. Montalvo	Megan Smith	Nicole Wilkinson
Yearbook	C. Iaquinto	Victoria Nevadomski & Jessica Leeb	Jacquelynn Nolan

***BE-6

RESOLVED: that the West Babylon Board of Education authorizes the Board President and the Superintendent of Schools to sign a contract with Mrs. Adrienne Goldenbaum, School Lunch Consultant, for the period January 1, 2013 through June 30, 2013.

PERSONNEL

**#PE-1

RESOLVED: that the following schedules, as attached, are approved:

<u>12-P-10</u>	Professional Personnel
<u>12-C-10</u>	Civil Service Personnel

FINANCE

****#FI-1**

RESOLVED: that the West Babylon Board of Education adopts the 2013-2014 budget calendar.

****#FI-2**

RESOLVED: that the West Babylon Board of Education acknowledges receipt of the September, October and November, 2012 claims auditor's reports and recommendations.

****#FI-3**

RESOLVED: that the West Babylon Board of Education approves the following budget transfer:

ACCOUNT CODE	ACCOUNT CODE DESCRIPTION & TRANSFER EXPLANATION	FROM	TO
A2816.4490	District Test Scoring	\$40,471.00	
A2110.4900	BOCES Services		\$40,471.00
	Assessment Scoring/Data		

****#FI-4**

RESOLVED: that the West Babylon Board of Education gratefully accepts the following donations:

1. Aetna Foundation - \$101.79
2. Ohioypyle Print - \$ 67.47
3. Target - \$804.64

These donations will be deposited into the Senior High School's Trust and Agency account.

****#FI-5**

RESOLVED: that the West Babylon Board of Education gratefully accepts 80 gift cards in the amount of \$50.00 each from Tanger Outlets through the Town of Babylon Supervisor Rich Schaffer's office. The gift cards are to be distributed to community families affected by Super Storm Sandy.

****#FI-6**

RESOLVED: that the West Babylon Board of Education gratefully accepts a donation from the College Board AP Exams in the amount of \$500.00. The donation will be deposited into the Senior High School's Trust and Agency account.

****#FI-7**

RESOLVED: that the Serving Line/Junior High School Cafeteria Bid # T-469, as attached, be awarded to Sam Tell & Son Inc. The company's bid included removal and installation of a serving counter as per the bid specifications. Bar Boy submitted alternate specifications, but did not include all of the work in their bid price.

CURRICULUM

* *#CU-1

RESOLVED: that the West Babylon Board of Education adopts the use of the Pearson “Interactive Science” textbooks for third grade students.

* *#CU-2

RESOLVED: that the West Babylon Board of Education declares 381 textbooks, located in the Junior High School, obsolete:

<u>Title</u>	<u>Publisher</u>	<u>Copyright</u>	<u>Number of Copies</u>
“Bienvenue French 1 A”	Glencoe MacMillan/McGraw Hill	1998	17
“Bienvenue French 1 A”	Glencoe MacMillan/McGraw Hill	1994	18
“Bienvenidos Spanish 1 A”	Glencoe MacMillan/McGraw Hill	1997	182
“Rencontres”	McGraw Hill	1986	28
“Saludos”	McGraw Hill	1985	66
“Oggi in Italia 5 th Edition”	Houghton Mifflin Harcourt	1994	1
“Oggi in Italia 3 rd Edition”	Houghton Mifflin Harcourt	1989	34
“Oggi in Italia”	Houghton Mifflin Harcourt	1987	35

WEST BABYLON UNION FREE SCHOOL DISTRICT
REGULAR MEETING - BOARD OF EDUCATION - TUESDAY - DECEMBER 11, 2012

BOARD OF EDUCATION

(R) Revised 2012-2013 School District Calendar (Res. **#BE-1)

WEST BABYLON SCHOOLS - 2012-2013 CALENDAR

July 2012				
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			

4 Independence Day
10 BOE Re-Org Mtg.

August 2012				
M	T	W	T	F
			1	2
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

30 Supt's Conf. Day

+1

1

September 2012				
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

3 Labor Day
4 First Day of School
17-18 Rosh Hashanah
20 Emergency Drill
26 Yom Kippur

16

October 2012				
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		

8 Columbus Day

19

November 2012				
M	T	W	T	F
			7	8
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

12 Veterans Day
16 8-8 Parent/Tchr. Conf. Day (14+1)
22-23 Thanksgiving Recess/Hanukkah

15

December 2012				
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
31				

7 K-5 Parent/Tchr. Conf. Day (14+1)
24-31 Winter Recess

15

January 2013				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

1 New Year's Day
21 Martin Luther King Day

21

February 2013				
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	

18 President's Day
19 K-12 Full Day Conf.

18+1

19

March 2013				
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

25 WBTA Conference Day
26-29 Passover/Easter Recess

16+1

17

April 2013				
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			

22

22

May 2013				
M	T	W	T	F
			1	2
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

27 Memorial Day

22

June 2013				
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

20 K-5 Half Day Conf. Day
21 Regents Rating Day
21 9-12 Conf. Day
21 Last Day of School

14+1

15

School Closed BOE Meeting - 8:00 PM

Conference Day SuperStorm Sandy

SuperStorm Sandy Make-up Days

178+4

182

If **NO** snow days are used, schools will be **CLOSED** March 26-29
If **ONE** snow day is used, schools will be closed March 27-29.
If **TWO** snow days are used, schools will be closed March 28-29.
* If **THREE** snow days are used, schools will be closed March 29.

Please note the spring recess days are not guaranteed! If more snow days are used, schools may be open for additional days during parts of the Spring Recess: 3/26-3/29. The West Babylon School District reserves the right to revise this calendar if emergency school closing during the school year requires additional teaching days.

WEST BABYLON UNION FREE SCHOOL DISTRICT

REGULAR MEETING - BOARD OF EDUCATION - TUESDAY - DECEMBER 11, 2012

PERSONNEL

(R) Schedules: 12-P-10 Professional Personnel
 12-C-10 Civil Service Personnel



PROFESSIONAL PERSONNEL SCHEDULE

I. Professional Personnel Schedule 12-P-10

- A. Family Medical Leave
- B. 2012-2013 SAT Proctors
- C. 2012-2013 AEHS Appointment
- D. 2012-2013 Intramural Advisor/IK
- E. 2012-2013 Part-Time Athletic Trainer
- F. Winter, 2012-2013 Coaching
- G. Spring, 2013, Student Teachers/Observers/Interns
- H. 2012-2013 Per Diem Substitutes

CIVIL SERVICE SCHEDULE

II. Civil Service Schedule 12-C-10

- A. Family Medical Leave
- B. Consultant Appointment
- C. Probationary Appointment
- D. 2012-2013 Per Diem Substitutes

SCHEDULE 12-P-10 Professional Personnel Schedule

Date of Meeting: December 11, 2012

Page 1 of 4 pages.

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
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Happe, Lisa	Special Ed. Tchr.	JK		10/22/12 -	Family Medical Leave
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S.A.T. Proctors:

			\$22.13/hr.	12/1/12	
Powers, Brian					5.5 hrs.
Shaffer, Donna					5.5 hrs.
Simone, Linda					5.5 hrs.
Amaya Velasquez, Idalia					6 hrs.
Borga, Danielle					6 hrs.
Carson, Jeffrey					6 hrs.
Goodwin, Deborah					6 hrs.
Heaton, Bryan					6 hrs.
Heaton, Elise					6 hrs.
Jaquinta, Christine					6 hrs.
McArdle, Patrick					6 hrs.
Mendoza, Aimee					6 hrs.
Mucaria, Donna					6 hrs.
Ruiz, Lawrence					6 hrs.
Mantelvo, Andrea					9 hrs.
Mantelvo, Christina	Test Supervisor				9 hrs.

Alternative Evening High School:

			\$34.85/hr.	2012-2013	
Fulton, James	Studio Art (Independent)				

SCHEDULE 12-P-10 Professional Personnel Schedule

Date of Meeting: December 11, 2012

Page 2 of 4 pages.

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
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<u>Intramural Advisor:</u> Joseph, Melissa		JK	\$27.79/hr.	2012-2013	
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<u>Part-Time Athletic Trainers:</u> *Birr, Eric			\$20./hr.	12/12/12-3/1/13	
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<u>Coaches:</u>				Winter, 2012-2013	
Antonelli, Gina	Varsity Head	Bowling(G)	\$5,112.		[resignation]
Valdemira, Kimberly	Varsity Head	Bowling(G)	\$5,112.		[repl. G. Antonelli]
McArdle, Timothy	JV Head	Wrestling	\$5,780.		

*Emergency Conditional Appointment

SCHEDULE 12-P-10 Professional Personnel Schedule

Date of Meeting: December 11, 2012

Page 3 of 4 pages.

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
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Student Teachers/Observers:

Spring, 2013

Abbate, Maria	Elementary	SA			
Corrado, Joseph	Social Studies	HS			
Kelly, Tara Lynn	English	JH/HS			
Mahler, Rachel	Science	JH/HS			
Rayman, Nicholas	Mathematics	HS/JH			

Psychology Interns:

Spring, 2013

Gelfand, Jessica		HS			
Hutzel, Jillian		JH			
Kuncman, Lauren		SB			
Lauretta, Kaitlyn		HS			

Per Diem Substitutes:

DW \$90./day 2012-2013

Opperman, Henry					
Ritacco, Joseph					
Visceglie, Christen					
Zembrzycki, George					

Per Diem Registered Nurse:

DW \$120./day 2012-2013

Goes, Brittany					
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SCHEDULE 12-C-10 Civil Service Personnel Schedule

Date of Meeting: December 11, 2012

Page 4 of 4 pages.

NAME	POSITION	SCHOOL/ AREA	STEP/ SALARY	BEG/END APPT.	COMMENTS
Castiglione, Frank	Head Custodian	SB		11/21/12 -	Family Medical Leave
Goldenbaum, Adrienne	School Lunch Consultant	BO	\$7,000.	1/1/13 - 6/30/13	[stipend]
Lilly, Carolyn	Paraprofessional (school monitor)	JK	Step 1/ \$13.37/hr.	12/12/12	Probationary Appt.
<u>Per Diem Substitutes:</u>		DW	\$9./hr.	2012-2013	Clerical/Paraprofessional
*Battista, Sylvia					
*Germano, JoAnn					
*Pletto, Carol					
<u>Per Diem Substitute:</u>		DW	\$10./hr.	2012-2013	Custodian
Neilson, Brian					

*Emergency Conditional Appointment

WEST BABYLON UNION FREE SCHOOL DISTRICT

REGULAR MEETING - BOARD OF EDUCATION - TUESDAY - DECEMBER 11, 2012

FINANCE

(R) Award of Bid: BID T-469 Serving Line/Junior High School Cafeteria (**#FI-7)

Bids were opened in the Business Office on October 24, 2012 at 10:00AM for the Serving Line/ Junior High Cafeteria, T- 489 for the 2012-2013 school year.

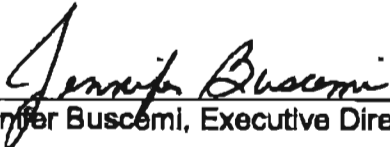
The following vendors received bid packets:

Sam Tell 300 Smith Street Farmingdale, NY 11735	Barboy Products 250 Merritts Road Farmingdale, NY 11735	Calico Industries 9045 Junction Drive Annapolls Jct., MD 20701
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The following vendors submitted bids:

Sam Tell & Son Inc.	\$28,191.00
Bar Boy	\$19,734.00

Adrienne Goldenbaum recommends Sam Tell & Son Inc. be awarded the bid for Serving Line/Junior High Cafeteria T-489 as their bid included removal and installation of serving counter as per the bid specifications. Bar Boy submitted alternate specifications and did not include all of the work in their bid price.



Jennifer Buscemi, Executive Director for Finance & Operations



WEST BABYLON UNION FREE SCHOOL DISTRICT

REGULAR MEETING - BOARD OF EDUCATION - TUESDAY - DECEMBER 11, 2012

POLICY

- A. Board Review-Program Evaluation Plan (Formerly IFD) (Second Time Discussion)
(File:4205)
- B. Board Review-Basic Instructional Program-Administrative Regulations (Formerly IGA-R)
(Second Time Discussion) (File:4310)
- C. Board Review-Graduation Requirements (Formerly IKF) (Second Time Discussion)
(File:4770)
- D. Board Review-Student Automobile Use (Formerly JHFD) (Second Time Discussion)
(File:5454)

DRAFT

Second Time Discussion 12/11/12

Program Evaluation Plan

File: [IFD] 4205

WEST BABYLON UNION FREE SCHOOL DISTRICT

PROGRAM EVALUATION PLAN

INTRODUCTION

Both staff and program renewal can be achieved through program evaluation. West Babylon's district-wide evaluation program is expected to achieve specific organizational goals and objectives. A program evaluation will:

1. Confirm the strengths of the program
2. Identify areas of concern
3. Lead to recommendations

All programs will be evaluated every four years. The schedule for evaluation should be consistent.

Year I

Computer Science
Foreign Language
Health
Mathematics
Physical Education
Social Studies

Year II

Art
Business
[Humanities]
Music
Science
Special Education/*Student Services*

Year III

English/*ELA*
[Home & Careers] *Family & Consumer Sciences*
Guidance
[Pupil Personnel Services]
Reading
Technology

Year IV

Library Media
Co-curricular Activities
Evening Schools
Extracurricular Activities
Interscholastic Athletics
Instructional Support Services

Adopted: 11/8/89

Reviewed: 5/22/95

DRAFT

Second Time Discussion 12/11/12

**Basic Instructional Program
Administrative Regulation**

File: [IGA-R] 4310

The basic instructional program must include all courses of instruction required by Ed. Law, Commissioner's Regulations, and the Regents, as well as any other courses the Board of Education may determine to be appropriate. The Regents Action Plan resulted in more rigorous instructional program mandates than those recognized when our current policy was adopted.

The basic instructional program should be designed to provide an integrated course of study as well as the flexibility to meet individual student needs at each stage of development.

Kindergarten: [Required learning activities include development of communications skills and exposure to literature; dramatic play; creative art and music activities; participation in group projects, discussions, and games; science and mathematical experiences; early muscle activities and physical education; and instruction in health education. Students' parents or guardians should be invited to be active participants in their children's programs]. *Curricula will be aligned with the State Common Core learning standards that includes an early literacy and emergent reading program based on effective, evidence-based instructional practices which includes: background knowledge; phonological awareness; expressive and receptive language; vocabulary development; phonemic awareness; fluency; and comprehension. Learning experiences shall include: differentiated instruction to support the acquisition of new concepts and skills; materials and equipment which allow for active and quiet play in indoor and outdoor environments; instruction in the content areas of English language arts, mathematics, science, social studies and the arts, including dance, music, theatre and visual arts; that is designed to facilitate student attainment of the State learning standards and is aligned with the instructional program in the early elementary grades; opportunities for participation in inquiry-based activities and projects; opportunities to use a wide variety of information in print and electronic mediums; instruction in physical education pursuant to section 135.4 (c)(2)(i) of this Title; and instruction on health and nutrition topics for students in pre-kindergarten and health education for students in kindergarten pursuant to section 135.3(b) of this Title. Procedures shall be developed to ensure the active engagement of parents and/or guardians in the education of their children.*

Grades 1 through 6: [All students are required to receive instruction in mathematics, reading, spelling, writing, the English language, geography, United States history, science, health education, music, visual arts, physical education, and - where student need is established - bilingual and/or ESL. In addition, students are required to participate in the SED evaluation program]. *Curricula will be aligned with the State Common Core learning standards in mathematics, English language arts, including reading, writing, listening and speaking for purposes of information and understanding, literary response and expression, critical analysis and evaluation, and social interaction, with attention given to comprehension, vocabulary, word study, spelling, grammar, usage and punctuation; social studies, including geography and United States history; the arts, including visual arts, music, dance and theatre; career development and occupational studies; where student need is established, bilingual education and/or English as a second language; and health education, physical*

education and family and consumer sciences. In addition, students in grades three through six are required to take the NYS Assessments in ELA and Mathematics and students in grade four are required to take the NYS Assessment in Science.

Grades 7-8: Students completing grade 8 must have 2 units (180 minutes of instruction per week during the school year or the equivalent) of English, social studies, science and math, and 1/2 unit of art, music, and health education, as well as required physical education. Students completing 8th grade must also have 1 unit of technology education and 3/4 of a unit of home and career skills. The equivalent of 1 period per week of library and information skills is required in grades 7 and 8. All districts are now required to offer instruction in at least one foreign language no later than grade 8 and continuing through grade 12. All students, except certain youngsters with handicapping conditions who are exempt from the second language requirement, must complete at least 2 units of a foreign language by the end of ninth grade. Students who pass an approved second language proficiency exam by the end of ninth grade will receive 1 unit of academic credit in second language instruction. *Students in grades seven and eight are required to take the NYS Assessments in ELA and Mathematics and students in grade eight are required to take the NYS Assessment in Science.*

High School: The basic instructional program should address student needs during the high school years as well as help students prepare for plans after graduation. Instructional offerings must afford all students the opportunity to complete courses of study that will meet requirements for a Regents diploma. Students are to have the opportunity to take Regents courses in grades 9-12 and, when appropriate, in grade 8. Students may opt to earn a local diploma.

Other Instruction: At various times throughout students' courses of study, Ed. Law requires instruction in certain additional subjects including patriotism and citizenship; health education regarding alcohol, drugs, and tobacco abuse; AIDS; highway safety and traffic regulations; fire drills and fire and arson prevention; conservation of natural resources of the state; the flag and certain legal holidays; and for students in grades 1-8, the humane treatment of animals and birds, New York State history and civics; and for students in grade 8 and above, instruction in the state and federal institutions and the Declaration of Independence.

Remedial Instruction: Remedial instruction must be provided to students who score below a point designated by the Commissioner on screening tests, to enable them to score above the state reference point on the appropriate student evaluation program tests, preliminary competency tests, or to pass the appropriate RCTs.

Students with Handicapping Conditions: Students with handicapping conditions must have access to the full range of programs and services to the extent that such programs and services are appropriate to provide the opportunity for such students to meet diploma requirements.

Substitution of Courses: As a general rule, public schools may substitute other courses of study rather than use the recommended State Syllabus; however, the substitution of any course of study for the regular state courses require prior approval by SED if credit is offered in high school

towards a diploma. Appropriate SED Syllabi must be used in certain other instances, however; for example, in the second required unit of credit in math and/or science, upon the student's failure of required tests. The use of a State Syllabus may also be required for individual schools identified through CARs as being in need of assistance.

Source: Law and Management Policies for Schools, New York State School Boards Association.

10/15/91

✉ If we decide to keep these policies (IGA, IGAR and IGAD, too) they should not be vague but actually include the mandated requirements at the various levels (kdg., elementary and JHS Level) requested C Tona look up before the meeting. High School we already have as a separate policy- Y Farrelly

- If keeping any, this would be the only one to keep. - Changes made by C. Tona -

DRAFT

Second Time Discussion 12/11/12

Graduation Requirements

File: [IKF] 4770

[Students must acquire no less than 20.5 credits and meet sequence requirements in order to earn either a Local or Regents diploma.

I. Minimum Graduation Requirements

All academic courses will be offered at only Regents or honors levels, beginning September 1998.

<u>Required ("Core") Subjects</u>	<u>Local Diploma</u>	<u>Regents Diploma</u>
English	4 Units	4 Units
Social Studies	4 Units	4 Units
Mathematics	2 Units	2 Units
Science	2 Units	2 Units
Second Language *	2 Units *	3 Units*
(unless replaced by a 5 unit sequence in Art, Music or Occupational Education)		
Health	.5 Unit	.5 Unit
Art and/or Music	1 Unit	1 Unit
Sequence Requirements and/or Electives (minimally)	3 Units	2 Units
Physical Education	2 Units	2 Units

A sequence is created by taking courses in addition to those required ("core") subjects. To fulfill a sequence requirement, students must select either A, B, or C below.

Sequence Requirements

In addition to the required credits, students pursuing either a Local or a Regents Diploma must complete a sequence requirement in any of the following ways:

A. Two three-unit sequences in any of the following areas:

<u>Local</u>	<u>Regents</u>
Mathematics	Mathematics
Science	Science
Second Language	Occupational Education
Occupational Education	Art
Art	Music
Music	Second Language (in addition to Regents Diploma requirements)

B. One five-unit sequence in one of the following areas:

<u>Local</u>	<u>Regents</u>
Mathematics	Mathematics
Science	Science
Second Language	Occupational Education
Art	Art
Music	Music
	Second Language

* All students beginning with the Class of 2001, must pass two years of a second language in order to obtain either diploma.

C. One five-unit sequence in either English or Social Studies AND one three-unit sequence in one of the following areas:

<u>Local</u>	<u>Regents</u>
Mathematics	Mathematics
Science	Science

Second Language
Art
Music

Occupational Education
Art
Music
Second Language (in addition to Regents Diploma requirements)

NOTE: Students seeking a Regents Diploma who pursue a five-unit sequence in Art, Music, or Occupational Education, may be exempt from the second language requirements. These students must, however, substitute another three-unit sequence or a fifth credit in English or Social Studies in place of the second language core requirement.

II. All students must satisfy the Competency requirements set by the State Education Department in the area of Reading, Writing, Math, American History, Global Studies, and Science. Use chart below to read Phase-Out of RCTs/Phase-In of Regents Exams which has been adopted by the Board of Regents.

HOW TO READ THE CHART: Find grade 9 on the chart and read across. Note that these students will be required to pass the Regents Competency English exam, score at least 55 on that exam, and otherwise meet existing RCT requirements for the other listed subjects to earn a local diploma.

RCT = Regents Competency Test

R = Regents Exam with a passing grade no lower than 55

SS1 = U.S. History and Government

R = Regents Exam with a passing grade of 65

SS2 = Global Studies

* **PLEASE NOTE:** Members of the Class of 2000 must score at least 55 on the more challenging Regents examination in English. Members of the Class of 2001 must score at least 55 on the English and Mathematics Regents examinations. Members of the Class of 2002 must score at least 55 on the English, Mathematics, and Social Studies Regents examinations, and members of the Class of 2003 must score at least 55 on the English, Mathematics, Social Studies, and Science Regents examinations.

III. Types of Diplomas

West Babylon High School offers two types of diplomas to its students.

A. Local Diploma

1. Students receive this diploma if they satisfactorily complete 18.5 credits which include courses that complete their sequence requirements plus 2 credits in Physical Education for a total of 20.5 credits.
2. Pass all competency tests.

B. Regents Diploma - Can be earned if the student:

1. Satisfactorily completes 18.5 Regents credits and 2 credits in Physical Education for a total of 20.5 credits.
2. Has taken and passed Regents examinations in all required subjects, including courses that complete sequence requirements.

C. Special Regents Diploma

Honors Diploma - The words "With Honors" may be added to the Regents endorsement of a local diploma if a student has earned an average of at least 90 in the examinations indicated below:

1. The Regents examination in comprehensive English
2. The Regents examination in Global Studies
3. The Regents examination in United States History and Government
4. The Regents examination that must be passed to complete the major sequence requirements

The Regents examinations taken for the required courses in Mathematics, Foreign Language, and Science should be included only when a pupil is also using those courses to satisfy the major sequence requirement.

Language may be given a special endorsement in a Foreign Language if the student satisfactorily completes a 5-unit sequence in a specific language that includes the passing of a three-year Regents examination.

IV. New York State Education Department Policy (Required)

- A. The equivalent of two (2) units of credit for Physical Education can be awarded as 1/4 unit per semester.
- B. In order to receive a diploma after completing fewer than 8 semesters, students must have met the requirements for each semester of Physical Education credit up to graduation.
- C. The equivalent of a unit of credit in Physical Education requires mastery of the learning expectations within the limits of each student's capability as set forth in a state or local syllabus.
- D. The time requirement for the equivalent of a unit of credit in Physical Education is met by a student's physical education schedule of two (2) periods per week in one (1) semester and three (3) periods per week in the other semester each year.

The following will apply for those students who fail to pass a Regents examination at the minimum competency level or a subsequent RCT until they are fully phased out:

V. Remedial Instruction /RCT Exemptions in:

Reading
Writing
Mathematics
American History and Government
Science *
Global Studies **

- 1) shall be provided appropriate remedial instruction designed to enable them to pass such tests by the time they are otherwise qualified to graduate.
- 2) A student who shall be provided remedial instruction, and the parent or guardian of such student, shall be notified in writing by the principal of the test results, and the plan for remedial instruction.
- 3) Such remedial instruction shall begin no later than the commencement of the school semester immediately following the semester in which the test was administered.

- * 4) Exemption from Regents Competency Tests in Science - The principal shall review the transcript of each student

> first entering a New York State school after beginning of grade 6; to determine whether or not the student has adequate preparation in Science to take the

Regents Competency Test in Science. The principal may exempt from the Regents Competency Test requirement in Science as set forth in CR1005 (4)(d)(i)

> any such student determined to lack adequate preparation in Science.

- ** 5) Exemption from RCT in Global Studies - The principal shall review the transcript of each student

> first entering a New York State school during grades nine or ten; to determine whether or not the student has adequate preparation in Social Studies to take the Regents Competency Test in Global Studies.

The principal may exempt from the Regents Competency Test in Global Studies

> any such student determined to lack adequate preparation in Social Studies,

A student who has not passed one or more of the RCTs (Regents Competency Tests because of extraordinary administrative circumstances not caused by the willful act of the student or of a teacher or administrator may demonstrate competency in academic skills, comparable to that required by the Regents Competency Test through alternative tests approved by the Commissioner.

Each school district or non-public school shall apply to the New York State Education Department, in a format prescribed by the Commissioner, for permission to use such tests.

Scores obtained on appropriate examinations of the College Entrance Examination Board and the American College Testing Program, as designed by the Commissioner, may be used in lieu of the corresponding Regents Examination requirements for a Regents High School Diploma, and to satisfy the requirements of the Regents Competency Testing program.

- A) The policies and the cutoff scores on the examinations are contained in the New York State

Education Department publication, Regents Examination and Competency Tests: School Administrators Manual. The cutoff scores are updated as testing requirements change.

- B) If a college admission test is used in place of a Regents examination, to receive credit toward a Regents Diploma, a student must meet the laboratory requirements for any courses where such laboratory requirements exist.

VI. Regents Competency Test Exemptions for Transfer Students

1) Students first entering New York State schools in grades 11 or 12:

- a) each transfer student shall meet the requirements of the Regents Competency Testing program provided that

> the principal shall review the transcript of each student first entering a New York State school in Grade 11 or 12 to determine the need for the student to meet the Regents Competency Test requirements.

- b) the principal may exempt such student from these requirements for those tests ordinarily taken and passed before the date of the student's entry.

> students entering during the fall semester of grade 11 may be exempted from Regents Competency Testing requirements in

Mathematics
Science
Global Studies

> students entering during the spring semester of grade 11 may be exempted from Regents Competency Testing requirements in

Reading
Writing
Mathematics
Science
Global Studies

> students entering in grade 12 may be exempted from all Regents Competency Testing requirements.

2. Science Competency Requirements for Transfer Students

- a) the principal shall review the transcript of each student first entering a New York State school

> after the beginning of grade 7 to determine whether or not the student has adequate preparation in Science to take the Regents Competency Test (RCT) in Science.

- b) the principal may exempt from the Regents Competency Test requirement in Science set forth in CR 100.5 (a)(4)(i)(d) any such student determined to lack adequate preparation in Science.

3. Social Studies Competency Requirements for Transfer Students

- a) the principal shall review the transcript of each student first entering a New York State school

> during grades 9 or 10 to determine whether or not the student has adequate preparation in Social Studies to take the Regents Competency Test in Global Studies.

- b) the principal may exempt from the Regents Competency Test in Global Studies any such student determined to lack adequate preparation in Social Studies.

4. Second Language - Transfers After the Start of Grade 9

Students who transfer into a New York State school after the beginning of grade 9 shall be exempt from one (1) or two (2) units of study requirements in a Second Language * which must have been completed sometime between grades K through 9.

* (These students must still complete the three (3) year Second Language requirement for a Regents Diploma unless they have a handicapping condition or complete a minimum sequence of five (5) units of credit in Art, Music, or

Occupational Education. The last exemption expires after the Class of 1997.)

5. Second Language - Transfers in Grades 11 and 12.

A student transferring from another high school in grades 11 or 12 may be exempt from the Second Language requirements for a Regents Diploma if

- > the language in which the student began a Second Language Sequence in grade 9 or 10 is not offered in the school to which the student has transferred.
- > in such cases, the student shall complete three (3) units of credit in Second Language but not necessarily in a single language.

VII. Alternatives to Specific Regents and Local Diploma Requirements

1) The student may earn a maximum of 6.5 units of credit for either a Regents or local diploma without completing units of study for such units of credit if:

- a) based on the student's past academic performance, the superintendent of a school district or the chief administrative officer of a non-public school, or his/her designee, determines that the student will benefit academically by exercising this alternative;
- b) the student achieves a score of at least 85 percent, or its equivalent as determined by the Commissioner, on a State-developed or State approved examination.
- c) the student passes an oral examination or successfully completes a special project to demonstrate proficiency, as determined by the principal, in a subject matter area; and
- d) the student attends school, or received substantially equivalent instruction elsewhere, in accordance with section 3204(2) of the Education Law, until the age of sixteen pursuant to section 3204 and 3205 of the Education Law.

2) Art and/or Music

- a) a student may obtain the unit of credit in art and/or music in the following manner:
 - > by participating in a school's major performing organization such as band, chorus, orchestra, dance group or theater group; or
 - > by participating, only in exceptional situations, in an advanced out-of-school art or music activity. Credit for such participation shall be upon recommendation by the student's art or music department chairperson, if there is one, and by the school principal, and shall be consistent with the goals and objectives of the school's art and/or music program.
- b) a student may receive a unit of credit for participation in such activities if such participation is equivalent to a unit of study, or a student may receive .5 unit of credit for such activity equivalent to one-half unit of study.

Legal References: Handbook on Requirements for Elementary and Secondary Schools in Education Law, Rules of the Board of Regents, and Regulations of the Commissioner of Education, New York State Education Department, 1989, pg. 5.3 and 5.31 8NYCRR, Sections 100.2(d)(1)(iv), 100.2(d)(1)(v), 100.5(a)(4)(i), 100.5(a)(4)(ii), 100.5(a)(4)(iv), 100.5(a)(4)(iii), 100.5 (a)(5)(ii), 100.5(a)(5)(iii), 100.5 (a)(4)(i)(d), 100.5 (a)(4)(i)(e).

Adopted: Unknown

Revised: 03/24/97]

Graduation Requirements

4770

Students need a minimum of 22 credits to earn a High School diploma.

A. Minimum Graduation Requirements:

<i>Course</i>	<i>Regents Diploma</i>	<i>Advanced Designation Regents</i>
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<i>English Language Arts</i>	4	4
<i>Social Studies</i>	4(a)	4(a)
<i>Mathematics</i>	3(b)	3(b)
<i>Science</i>	3(b)	3(b)
<i>Health</i>	0.5	0.5
<i>The Arts</i>	1	1
<i>Languages Other Than English</i>	1(d)	1(d)
<i>Physical Education</i>	2	2
<i>Sequence Courses, Electives</i>	3.5	3.5(f)
Total Required	22	22

B. Examinations:

<i>Examination</i>	<i>Regents Diploma</i>	<i>Advanced Designation Regents</i>
<i>Comprehensive English</i>	1	1
<i>Global History & Geography</i>	1	1
<i>US History & Government</i>	1	1
<i>Mathematics</i>	1	2 or 3
<i>Science</i>	1	2 (g)
<i>Languages Other Than English</i>	(h)	1 (i)
Total Required	5(j)	7, 8, or 9

- (a) *Four credits required, including 1 unit in American History and ½ unit each in Participation in Government and Economics.*
- (b) *Students may meet the learning standards in technology either in a course in technology education or through an integrated course combining technology with mathematics and/or science. A commencement-level course in technology education may be used as the third unit of credit in science or mathematics, but not both.*
- (c) *The Arts are defined as dance, music, theatre, and visual arts.*
- (d) *Students with a disability may be excused from the requirement for one unit of credit in LOTE if so indicated on the Individualized Education Program (IEP). Students must receive LOTE instruction no later than the beginning of Grade 8 and complete 2 units of study by the end of grade 9.*
- (e) *To earn the advanced designation, the student must complete one of the following: two additional units in a language other than English (3 LOTE credits total); career and technical education (5 credit CTE sequence); or the Arts (5 credit sequence). Students with disabilities who are exempt from the LOTE requirement as indicated on the IEP may earn the advanced designation as long as the required number of credits to graduate are met.*
- (f) *Sequence courses and/or electives may include LOTE, CTE, and the Arts.*
- (g) *A total of two Regents Examinations in science, with at least one in life science and at least one in physical science.*
- (h) *Students who complete Checkpoint A of the syllabus and two units of study in a language other than English no later than the end of Grade 8 must pass either the State or locally developed second language proficiency examination in order to earn one unit of credit toward the high school diploma.*
- (i) *If so indicated on the IEP, students with a disability may be excused from completing the additional LOTE units and the corresponding Regents examination. Students completing a sequence of not less than 5 units of credit in CTE or the Arts are not required to complete the additional two units of LOTE or to pass either the Regents examination, State approved alternative or locally developed Checkpoint B examination in that language to earn a Regents Diploma with Advanced Designation.*
- (j) *Students who successfully appeal one Regents examination score within three points of the 65 passing score and who meet the other requirements of the appeals process specified in CR 100.5(d)(7) will earn a Regents diploma.*

C. Occupational Education

In order to provide intensive training in vocational and technical areas, the school district shall participate as fully as possible in the area vocational and technical education school conducted by the Board of Cooperative Educational Services.

DRAFT

Second Time Discussion 12/11/12

Student Automobile Use

**File: [JHFD]
5454**

Student parking on school grounds is a privilege granted to students *in good standing* who agree to obey school rules related to parking *and the Code of Conduct*. Students who violate school parking regulations *and/or the Code of Conduct* shall lose [their permits] *this privilege*.

Students must apply for a permit to park on school grounds.

Students may park only in designated areas and may not use their cars for any purpose during school hours except when excused to participate in the open lunch program for seniors only.

[()Students attending BOCES programs must use school bus transportation to and from the site of the BOCES program.())]

The building principal and staff will enforce Board of Education policy regarding student automobile use to and from BOCES by publicizing and agreement form signed by each student and his/her parent/guardian.

Violations of the policy of the Board of Education will result in consequences determined by the building principal.

Cross Reference:

Code of Conduct

[JG, Student Discipline]