

DRAFT

**BOARD AGENDA
BUSINESS MEETING**

Wednesday, October 16, 2024
7:00 PM In the School Cafeteria

CV-S Central School
Cherry Valley, NY

I. OPENING OF MEETING

A. QUORUM CHECK

B. CALL TO ORDER

C. PLEDGE OF ALLEGIANCE

**D. SPECIAL PRESENTATIONS - Community Service, Student Representative, Administration,
Board Committee Reports, and Foreign Language - Mrs. Ahrens**

E. ADDITIONS TO AGENDA

F. CORRESPONDENCE RECEIVED

G. SUPERINTENDENT'S REPORT

H. RECOGNITION OF VISITORS

II. PROPOSED EXECUTIVE SESSION SUBJECT TO BOARD APPROVAL

**III. CONSENT AGENDA ITEMS – Consider motion to approve consent agenda items to include
RESOLUTIONS 1-10-2024 through RESOLUTION 15-10-2024**

**A. RESOLUTION 1-10-2024
APPROVAL OF MINUTES – September 18, 2024**

**B. RESOLUTION 2-10-2024
ACKNOWLEDGE RECEIPT OF TREASURER'S AND FINANCIAL REPORTS – September 2024**

**C. ACCEPT AUDIT
RESOLUTION 3-10-2024
RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District, upon
the recommendation of the Audit Committee, does hereby accept the audit for fiscal year ending June 30,
2024, conducted by the Bonadio Group.**

**D. FINANCIAL
RESOLUTION 4-10-2024
RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District, upon
the recommendation of the Superintendent does hereby acknowledge the following request to move to
Reserves with the understanding that it is from the 2023-2024 school year: Unassigned Fund Balance to
New Capital Reserve-Equipment \$140,000 New Capital Reserve- General \$150,000
New Capital Reserve- Technology \$150,000**

E. ACCEPT DONATIONS

RESOLUTION 5-10-2024

RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District, does hereby accept a donation from the Cherry Valley-Springfield Endowment Foundation for Educational Excellence, Inc.: Yondr Pouches - \$5,000

Wiggle Wobble Chair Feet & Bouncy Bands (6th Grade) - \$1,039.60

Sensory Attention Tools (3rd - 5th Grade) - \$600

RESOLUTION 6-10-2024

RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District, does hereby accept the following donations for the Ag Education Program:

Mr. Supp - One Bushel of Tomatoes

Tina James (Windsor Ag Teacher) - Over \$150 in Small Engine Tools (socket sets, wrench sets, spark plug tester & micrometer)

F. SPECIAL EDUCATION AGREEMENTS

RESOLUTION 7-10-2024

RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District, upon the recommendation of the Superintendent, does hereby approve the special education agreements with Cobleskill-Richmondville Central School from September 5, 2024 through June 27, 2025.

G. ROADS DEEMED UNREASONABLE HAZARDOUS CONDITIONS FOR TRANSPORTATION OF STUDENTS

RESOLUTION 8-10-2024

RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District, upon the recommendation of the Superintendent, deems the following roads, if used for transportation of students, would involve unreasonable hazardous conditions at any time per Attachment III G.

H. SUPERINTENDENT AUTHORITY

RESOLUTION 9-10-2024

RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District does hereby grant approval of the Superintendent to appoint volunteers on a temporary basis with the understanding that the Board of Education will make the final determination at the next subsequent Board of Education meeting.

I. PERSONNEL

RESOLUTION 10-10-2024

RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District, upon the recommendation of the Superintendent, does hereby accept the retirement of Ginger Cummings, bus driver, effective June 30, 2025.

RESOLUTION 11-10-2024

RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District, upon the recommendation of the Superintendent, does hereby appoint Lisa Wannamaker to a position as a part-time food service helper for a probationary period beginning October 17, 2024 through April 17, 2025.

RESOLUTION 12-10-2024

RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District, upon the recommendation of the Superintendent, does hereby appoint the following Extracurricular assignments for the 2024-2025 school year:

Basketball Clocks - Ken Whiteman, Ernie Whiteman, BJ Whiteman, Rich Whiteman & TheriJo Snyder
Modified Track - Robin Horne

RESOLUTION 13-10-2024

RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District, upon the recommendation of the Superintendent, does hereby appoint the following After School Program assignment for the 2024-2025 school year:

After School Program Student Peer Mentors - Anna Baker Sophia Rockwell Madison Ward

RESOLUTION 14-10-2024

RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District, upon the recommendation of the Superintendent, does hereby appoint the following as Instructional Support Staff Substitutes for the 2024-2025 school year: Lisa Wannamaker Melva Rodrigutz

RESOLUTION 15-10-2024

RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District, upon the recommendation of the Superintendent, does hereby approve the following as volunteers for the 2024- 2025 school year: Jeremy Seeley Suzanne Campbell Holly Waterfield
Corinne Peretin Sandra Lamouret

IV. NEW BUSINESS

A. POLICY REVIEW

RESOLUTION 16-10-2024

RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District does hereby conduct a first and second reading of Policy 1120 School District Records and Exhibit 4327 Homebound Instruction.

RESOLUTION 17-10-2024

RESOLVED, that the Board of Education of the Cherry Valley-Springfield Central School District does hereby direct the District Clerk to transmit to NYSSBA updated Policy 1120 School District Records and Exhibit 4327 Homebound Instruction to the New York State School Boards Association by October 21, 2024.

V. OLD BUSINESS

VI. PROPOSED EXECUTIVE SESSION SUBJECT TO BOARD APPROVAL

- Grievance Hearing
- Matters leading to the employment of particular individual(s)
- Employment history of particular individual(s) or corporation(s)
- To review recommendations made by the Committee on Special Education

VII. ADJOURNMENT

Roads not approved for school bus transport 2024-2025

Town of Cherry Valley

Middle Section of Barringer Road
Mill Rd. (32A Connecting Dirt Road)
Connecting Road between Vanderwerker Road and 32A
Shulgay Road
Lower Section of Rendering Works Road (off Rte. 20)
Skopeletti Road
Chestnut Ridge Road
Countryman Mountain Road
O.P. Fields Road
Wilson Road
Kniskern Road
Bosma Lane
Morton Road
Hinkley Road
Salt Springville Road
Irish Hollow
Graves Road
Porath Road
Dykeman Road
Fish & Game Road

Village of Cherry Valley

Hamilton Street
Wall Street
Maple Lane
Limekiln Road
Maiden Lane
Quarry Street

Town of Middlefield

*** Gately Hill Road – Winter Plan
Pier Hill Road
Darling Road
Rosco Jones Road
Tabor Road
Zubowich Road
Weigel Road
Roseboom Hill
Skillan Road
Hinman Road
Harbison Road
Butterbowl Road
*Ricetown Road
Bussman Road
Boyd Road
Blacks Road

Town of Roseboom

Adair Road
Butter Milk Hill Road
Bob Rich Road
Piers Hill Road
Laflure Road
Perry Hill Road
Kirshman Hill Road
Gage Schoolhouse Hill Road
Edwards Road
Roseboom Hill Road
**Doc Ahlers Road – first snow or Dec. 1 through May 1
Thompson Hill Road (Rte. 165 to Gray's)
Joe Chamberlain Road
West Brown Road
*Hoose Road
Moss Road
**Standard Hill - first snow or Dec. 1 through April 1
Hren Road

Town of Springfield

Doyle Road
Mt. Tom Road (Dirt road portion)
Roads posted as seasonal

Town of Minden

**Moyer Lane - Winter Plan
Chriss Road
Cook Road
Quinn Road
Korniat Road

*Seasonally posted roads.

** Dates (First snow through April 1 and/or May 1)

*** The Gately Hill winter plan should be as follows: The winter plan that was in place previous years will stand with day to day decisions for travel on this road based on short-term snow accumulations.

Approved: October 16, 2024 Board of Education Meeting

1120 SCHOOL DISTRICT RECORDS

It is the policy of the Board of Education to inform members of the public about the administration and operation of the public schools in accordance with the Freedom of Information Law of the State of New York.

The Superintendent of Schools will develop regulations, to be adopted by the Board, ensuring compliance with the Freedom of Information Law and setting forth the procedures to be followed to obtain access to district records, and submit such regulations to the Board for approval. Such regulations will address ensuring applicable confidentiality and security of district information, including the protection of student and teacher/principal personally identifiable information in conformance with state Education Law §2-d and regulations 8 NYCRR Part 121. The Superintendent will designate, with Board approval, a Records Access and Records Management Officer, pursuant to law.

Retention and Destruction of Records

The Board hereby adopts the Records Retention and Disposition Schedule LGS-1 issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, which contains the legal minimum retention periods for district records. In accordance with Article 57-A, the district will dispose of only those records described in the schedule after they have met the minimum retention periods set forth in the schedule. The district will dispose of only those records that do not have sufficient administrative, fiscal, legal or historical value to merit retention beyond the established legal minimum periods.

The manner of destruction will be determined by the format of the record (i.e., paper, digital, etc.). In addition, destruction will be appropriately documented.

Litigation-Hold

The Superintendent will establish procedures in the event that the school district is served with legal papers. The Superintendent will communicate with applicable parties, including the school attorney and the records management official, to ensure that, when appropriate, a litigation-hold is properly implemented. The litigation-hold is intended to prevent the destruction or disposal of records that may need to be produced as part of discovery. It is the intention of the Board of Education to comply with applicable rules and regulations regarding the production of necessary documents, data, files, etc. The Board directs the Superintendent to institute such procedures to implement this policy. The Superintendent or designee, with assistance from the Records Management Officer, is responsible for developing and disseminating department-specific retention schedules and guidance to staff, as necessary, to ensure adherence to this policy.

Notification to Employee Regarding Disclosure of Disciplinary Records

Upon receipt of a request for an employee's disciplinary records, the District's Records Access Officer shall notify the employee of the request within five (5) business days of the receipt of such request.

Cross-ref:

5500, Student Records

8630, Computer Resources and Data Management

8635, Information and Data Privacy, Security, Breach and Notification

Ref:

Public Officers Law §84 et seq. (Freedom of Information Law)

Education Law §§2-d; 2116

Arts and Cultural Affairs Law §57.11

Arts and Cultural Affairs Law Article 57-A (Local Government Records Law)

Federal Rules of Civil Procedure, 16, 26

8 NYCRR §185.15 (8 NYCRR Appendix L) – Records Retention and Disposition

Schedule LGS-1 for New York Local Government Records; Part 121

21 NYCRR Part 1401

Adoption date:

Adoption Date:

Classification:

Revised Dates: ; **04.24, 07.10.2024**

Cherry Valley-Springfield Central School District

Policy 4327-E

Home/Hospital/Institutional Instruction Overview Commissioner's Regulations 175.21 and 100.22

If you believe that your child is unable to attend school due to a health, medical or mental or emotional illness or injury, you may request homebound, or hospital/institutional instruction (e.g., a rehabilitation facility) from the school district. Home instruction (including home tutoring, homebound, hospital or institutional instruction) is an educational service provided by a school district to resident students to ensure students continue to learn and work towards mastery of learning standards when they are unable to attend school for a significant period of time for reasons beyond their control.

If you believe that your child will be unable to attend school for **at least 10 days during a three-month period** due to temporary or chronic illness or injury as your child may be homebound or in a hospital or other institution for care and treatment, you may submit a written request for tutoring to the District. Any request for home, hospital or institutional instruction must be submitted, in writing, by a parent or legal guardian **AND** must be accompanied by **written medical verification for the request from the student's treating health care provider** demonstrating the student's anticipated inability to attend school or to participate in their usual education setting. All requests for home, hospital or institutional instruction will be forwarded to the school's medical director for review and approval. *You must provide consent to permit the school health officer to communicate or consult with your child's health care provider- failure to provide consent will result in an automatic denial of the request for homebound instruction.*

If approved, the district will provide instructional services to the student within **five (5) school days** after the district receives notification of the student's medical condition and request for home/hospital or institutional instruction parent or guardian's request for home, hospital or institutional instruction accompanied by a written medical verification from a treating health care provider.

Alternatively, if the **request is denied** following the school health officers' review, **the school district will notify the parent or guardian, in writing, of the school health officer's denial within five (5) school days** after receipt of written medical verification from the student's treating health care provider. **A parent or guardian may appeal the school health officers' denial to the school district's board of education within ten (10) school days of the receipt of the notice of denial.** During an appeal to the board of education of a denial by the district's school health officer, tutoring or instructional services will be provided, until the appeal of the denial is reviewed and decided by the board of education.

Once a request is approved, the school district, in consultation with the parent or legal guardian (and student, where appropriate) will establish a written home, hospital, or institution instruction delivery plan to continue the student's academic progress and to maintain a record of delivery of instructional services and student progress. The plan will identify the number of hours per week and hours per day the student will receive instructional services, the method by which the instructional services will be delivered, the location where instructional services will be provided, and an explanation of how the instructional services will enable the student to make academic progress.

A student may receive less than the required amount of instruction per week if requested by their parent(s) or legal guardian(s) and if such request is supported by documentation submitted by the student's treating health care provider. If a plan of instruction will include less than the minimum

number of hours required, then the district must ensure that the plan of instruction is reviewed regularly (at least once a month) to determine if the instructional hours may be increased.

Cherry Valley-Springfield Central School District
REQUEST FOR HOME INSTRUCTION APPLICATION
School Year _____

STUDENT INFORMATION			
Last Name:		First Name:	
Date of Birth:		Grade Level:	
School Building:		Building Administrator	
PARENT/GUARDIAN INFORMATION			
Last Name:		First Name:	
Home (Physical) Address:		Apt. #:	
City:		State: New York	Zip Code:
Home Telephone:	Alternate Telephone:		E-mail:

REQUEST FOR HOME/HOSPITAL/INSTITUTIONAL OR HOMEBOUND INSTRUCTION	
My child is currently (choose one): <ul style="list-style-type: none">• Attending a district school• Attending a non-public school• Homeschooled	My child is (choose one): <ul style="list-style-type: none">• A student with a disability and an IEP or 504 Plan• <u>Not</u> a student with an IEP or 504 Plan at this time
<u>Instruction Requested (Please Choose One):</u> <ul style="list-style-type: none">• Home or Homebound• Hospital: (identify name/address/contact for where your child is being treated): _____ _____• Institution or Program for Care and Treatment of Children or Youth (identify name/address/contact for program where child is located currently): _____ _____	

I request that you consider the following for my child *(you may check more than one)*:

- **In-person**
- **Virtual**
- **Hybrid**

If approved, the district will make the final determination on how instruction will be delivered.

EXPLANATION OF REQUEST FOR HOME, HOSPITAL OR HOMEBOUND INSTRUCTION

Please provide detailed and specific information relevant to the temporary or chronic physical, mental, emotional illness or injury that you believe supports the request for home, hospital or institutional instruction services for your child (*you may submit additional information as attachments*) and the anticipated duration of such service need (*if known*).

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.

Parent Name (Please Print)

Parent Signature

Date

REQUIRED MEDICAL VERIFICATION

Any application or request for home/hospital or institutional instruction due to a temporary or chronic physical, mental, emotional illness or injury must be supported by written medical verification from the students' treating health care provider demonstrating the student's anticipated inability to attend school in person for at least ten days during the next three months and that the student is unable to participate in their usual educational setting due to such condition.

Additionally, you must consent to permit the school's medical director to communicate and consult with the health care provider submitting verification. Failure to provide consent will result in an automatic denial of the request. Please attach any relevant documentation including the treating healthcare provider's medical verification letter.

Authorization and Release to Communicate with Treating Health Care Provider

(Please complete and sign and date below)

I, _____ (name), parent/ legal guardian of _____ (student) authorize the _____ (school district) health officer to contact my child's treating health care provider, _____ (provider name/agency name) regarding their medical verification letter and my child's physical or mental health related to this application. I agree, as necessary, that I will also sign any reciprocal consent form or authorization required by my child's health care provider to permit such communication.

This authorization is valid for 12 months, unless revoked in writing. I understand that if I revoke this authorization in writing, and submit such revocation to the district, that any disclosure or communication which occurred prior to that revocation was authorized at the time of disclosure.

Parent/Guardian Signature: _____ Date: _____

FOR OFFICE USE ONLY

Application reviewed by school medical director date: _____

- Approved
- Denied

Parent notified of decision date: _____

Appeal to BOE deadline (if applicable): _____

