

BOARD OF EDUCATION
JOHNSON CITY CENTRAL SCHOOL DISTRICT

REGULAR BOARD MEETING

November 23, 2021

AGENDA

- A. Call to Order - 7:00 p.m.
Pledge of Allegiance
Roll Call
- B. Routine Matters
1. Approval of Minutes of Regular Meeting – November 9, 2021
 2. Financials
 3. Communications
- C. Polling of Board Members – Proposed Executive Session (subject to Board approval)
NOTE: The Board will attempt to adjourn from executive session within 30 minutes.
1. Adjourn Executive Session and Reconvene Open Session
- D. Report of the Superintendent of Schools
1. CSE/CPSE Recommendations
 2. Instructional Report
 3. Board Committee Reports
 4. Legal Issues
 - Ballot Destruction Resolution
 - SEQRA Resolution
 5. Paper Products and Equipment Bids 2021-22
 6. Policies for 2nd Reading and Approval
 - #5420-R – Student Health Services Regulation
 - #8640 – Student Internet Protection Policy
 7. Personnel – Instructional
 - a. **COCURRICULAR APPOINTMENT 2021-2022** – Middle School

Name	Extra-Classroom Activity
Jennifer Chudacik	Show Choir

D. Report of the Superintendent of Schools (Cont'd.)

8. Personnel – Noninstructional

a. **CHANGES IN CLASSIFICATION**

Name	From / To		Effective Date
Hiba Alzaru	Monitor, PT	Teacher Aide, PT	11/29/21
Gary Kratochvil	Substitute Bus Driver	Bus Driver, PT	11/11/21

b. **JOB ABANDONMENT**

Name	Position/Location		Effective Date
Siara May	Teacher Aide, PT	Districtwide	11/5/21

c. **RESIGNATIONS**

Name	Position / Location		Effective Date
Debra Arnold	Clerical	Districtwide	11/30/21
Eugenie Lesso	Food Service Helper, PT	Districtwide	11/17/21

9. Conference Requests

10. Field Trip Requests

11. Building Use Requests

E. Open Discussion

1. Board Open Discussion

2. Visitors

- The purpose of this segment of the meeting is to give people the opportunity to express their viewpoints on any issue relating to the overall mission, purpose, and/or operation and maintenance of the school district.
- People so desiring may, by receiving recognition from the Board President, question, comment or make presentations to the Board.
- Visitors who wish to speak to the Board of Education will be asked to clearly state their name, address and the topic they wish to address.

F. Adjournment

REPORT - SUPERINTENDENT OF SCHOOLS

- A. INSTRUCTIONAL REPORT
The school counselors from all levels were present to update the board on their Comprehensive Guidance Plan which uses a multi-tiered system of support for all students K-12. They provided examples of the goals, and initiatives to attain those goals, being implemented throughout the district.

- B. BOARD COMMITTEE REPORTS
Policy Committee: The policy committee explained the policy updates that are presented for first reading and answered questions from the board.

- C. LEGAL ISSUES
MOTION: Trustee Jablonowski SECOND: Trustee Edmondson
Upon the recommendation of the Superintendent and Assistant Superintendent for Administration, the Board approved the budget transfers.
- Budget Transfers
Upon roll call the vote was as follows:
Ayes: (6) Trustees Matyas, Farr, Jablonowski, Barrows, Edmondson, Stallman
Noes: (0) None
Absent: (1) Trustee Martinez
Abstain: (0) None
President Matyas declared the motion approved.
Copy – Support Folder November 9, 2021

- D. DISTRICT POLICIES
1st READING
Superintendent Race presented the following policies for a first reading:
 - #5420-R – Student Health Services Regulation
 - #8640 – Student Internet Protection Policy

- E. PERSONNEL - INSTRUCTIONAL
MOTION: Trustee Stallman SECOND: Trustee Jablonowski
CARRIED UNANIMOUSLY
Upon the recommendation of the Superintendent of Schools, the Board approved the following:

**CORRECTION TO THE MINUTES OF March 9, 2021
LEAVE OF ABSENCE FOR REASON OF CHILD-REARING**

Name	Tenure Area / Location		Effective Dates
Danielle Jacyna	Foreign Language	Elem./Middle (6-8)	9/1/2021 – 6/30/2022

RESIGNATION

Name	Tenure Area / Location		Effective Date
Gina Fahey	Mathematics	Elem./Middle (6-8)	11/13/2021

E. PERSONNEL-INSTRUCTIONAL (CONT'D.)

RESIGNATION FOR REASON OF RETIREMENT

Name	Tenure Area / Location		Effective Date
Karen Larnerd	Foreign Language	High School	1/29/2022

LEAVE OF ABSENCE FOR REASON OF CHILD-REARING

Name	Tenure Area / Location		Effective Dates
Jackie Townsend	English	Elem./Middle (6-8)	1/18/22-2/11/22

PROBATIONARY APPOINTMENT

***Tentative and conditioned upon the following:** Except to the extent required by the applicable provisions of § 3012 of the Education Law, in order to be granted tenure, the appointee shall have received composite or overall annual professional performance review ratings pursuant to Education Law § 3012-c and/or 3012-d of either effective or highly effective in at least three (3) of the four (4) preceding years; and if an ineffective composite or overall rating is received in the final year of the probationary period, individual shall not be eligible for tenure at that time.

Name	Tenure Area / Certification		Probationary Appt.
Christina Zaverucha	Eng. Second Lang.	ESOL - Professional	11/15/21-11/15/2024

SUBSTITUTE APPOINTMENT

Name	Tenure Area / Certification		Effective Dates
Heather Tallon	English	Uncertified	11/9/2021-2/11/2022

COCURRICULAR APPOINTMENTS 2021-2022 – High School

Name	Extra-Classroom Activity
Danielle Berube – Advisor	Special Olympics
Jennifer Chudacik – Advisor	Show Choir
Tony Godoy – Advisor	Jazz Ensemble I
Alisha Pellicciotti – Advisor	Boys Volleyball

COCURRICULAR APPOINTMENTS 2021-2022 – Middle School

Name	Extra-Classroom Activity
Brendan Gardner	Show Choir
Peter Wall	Jazz Band

E. PERSONNEL-INSTRUCTIONAL (CONT'D.)

COACHING APPOINTMENTS – WINTER 2021-22

Name	Position
William Spalik	Head Boys Basketball
Dominic Nadz	Assistant Boys Basketball
Andre Hankey	Assistant Boys Basketball
Michael Patterson	Assistant Boys Basketball
Timothy Talcott	Head Girls Basketball
Jeffry Smith	Assistant Girls Basketball
Maura Nolan	Assistant Girls Basketball
Christina Howe-Sampson	Assistant Girls Basketball
Todd Place	Head Wrestling
Josh Souto	Assistant Wrestling
Jacob Warner	Assistant Wrestling
Corey McCormick	Assistant Wrestling
Kristen Tocheny	Head Boys Swim
Gregg Veech	Assistant Boys Swim
Christi McCoy	Assistant Boys Swim
Ashlee Kohlbach	Assistant Boys Swim
Eric Smith	Head Bowling
Ryan Edmondson	Assistant Bowling
Eric Putman	Head Indoor Track
Eric Mastroianni	Assistant Indoor Track
Brittany Carpenter	Assistant Indoor Track
Lydia Mann	Head Cheerleading
Nichole Linfoot	Assistant Cheerleading
Kristina McCormick	Assistant Cheerleading

- F. PERSONNEL- MOTION: Trustee Edmondson SECOND: Trustee Stallman
 NONINSTRUC- CARRIED UNANIMOUSLY
 TIONAL

Upon the recommendation of the Superintendent of Schools, the Board approved the following:

CHANGES IN CLASSIFICATION

Name	From / To		Effective Date
Suporna Devnath	Substitute Food Service Worker	Food Service Worker, PT	11/10/21
Dale Murray	Substitute Teacher Aide	Substitute Monitor	11/10/21

TERMINATION

Name	Position/Location		Effective Date
Michael Ball	Substitute Laborer	Districtwide	10/25/21

F. PERSONNEL-NONINSTRUCTIONAL (CONT'D.)

EMERGENCY CONDITIONAL APPTS. PENDING CLEARANCE

Name	Position / Location		Effective Date
Douglas Aldrich	Substitute Laborer	Districtwide	11/10/21
Kristin Dascano	Teacher Aide, PT	Districtwide	11/10/21
Kareen Doski	Substitute Food Service Worker	Districtwide	11/10/21
Steven Yetter	Substitute Laborer	Districtwide	11/10/21
Ashlee Putman	Teacher Aide, PT	Districtwide	11/17/21

G. CONFERENCE REQUESTS

MOTION: Trustee Stallman
 CARRIED UNANIMOUSLY
 SECOND: Trustee Jablonowski
Upon the recommendation of the Superintendent of Schools, the Board approved the following:

Date(s)	Conference	Attendee(s)
11/15/21 – 11/17/21	Responding to Text: Supporting Readers Virtual Conference; Teacher’s College	C. Turner (CO)
11/20/21 – 11/23/21	2021 NYSCATE Conference Riverside Convention Center Rochester, NY	R. Duell (CO), C. James, M. Personius (K-5), C. Ruston (HS), A. Manfredo (MS)
12/9/21 – 12/10/21	NYSCOSS/Leaf Women’s Initiative Otesaga Resort, Cooperstown, NY	E. Race, E. Eaton (CO), D. Riley (K-5)

H. FIELD TRIP REQUESTS

MOTION: Trustee Jablonowski
 CARRIED UNANIMOUSLY
 SECOND: Trustee Farr
 Upon the recommendation of the Superintendent of Schools, the Board Approved the following:

Date of Trip	Destination	Requesting Org./Group	Purpose
11/9/21 [Verbal app.]	BOCES Binghamton, NY	L. Haller/A. Manfredo Grade 7 & 8 Students	Engineering Day

I. BUILDING & GROUND REQUESTS

MOTION: Trustee Edmondson
CARRIED UNANIMOUSLY

SECOND: Trustee Jablonowski

Upon the recommendation of the Superintendent of Schools, the Board approved the following:

Organization	Facility Requested	Timeframe	Purpose
Broome County Health Dept.	Pathways Office & Classroom	11/12 & 12/3/21 2:00 – 5:00 PM	Covid-19 Vaccination Clinic
JC Rec. Wrestling Club	HS Small Gym	11/15/21 – 5/27/22 5:00 – 9:00 PM M-F	Pee-Wee Wrestling Practice

J. BOARD OPEN DISCUSSION

Superintendent Race updated the board on the very successful trunk-or-treat event held at the K-8 building. He attended the JC Connects Community-Team Partner meeting which was attended either in-person or virtually by 32 community agencies. It was rewarding to see so many supports available for families in our community. He thanked Elisa Eaton for her efforts to coordinate hosting a COVID-19 immunization clinic at the district. WOW (Wildcat of the Week) is off to a great start. Details of the staff members/students honored are available on the district website. Mr. Race will be hosting a series of open-door communication sessions at each building for all staff. He discussed possible dates for BOE work sessions to begin in January.

K. VISITORS

There were no visitors that wished to speak.

L. REGULAR MEETING ADJOURNED

MOTION: Trustee Jablonowski
CARRIED UNANIMOUSLY

SECOND: Trustee Stallman

The Regular Meeting adjourned at 8:10 p.m.

Jalynn Doig
Jalynn Doig, Board Clerk

**RESOLUTION OF THE BOARD OF EDUCATION OF THE JOHNSON CITY
CENTRAL SCHOOL DISTRICT TO AUTHORIZE DISTRICT CLERK TO UNSEAL
AND OPEN BALLOT BOXES AND DESTROY OFFICIAL BALLOTS FROM THE
MAY 2021 SCHOOL BOARD ELECTION AND BUDGET VOTE**

WHEREAS, pursuant to Education Law 2034(6)(b) that six months have elapsed since the May 18, 2021 school board election and budget vote; and

WHEREAS, upon the information and belief of the Board of Education, there have been no challenges or proceedings commenced;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Johnson City School District does and hereby authorizes the District Clerk to unseal and open the wooden ballots boxes and destroy the official ballots contained therein, together with the unused ballots; if any.

RESOLVED, this resolution shall take effect immediately.

MOTION: Trustee

SECOND: Trustee

Upon roll call, the vote resulted as follows:

Ayes:

Noes:

Abstains:

Absent:

The President declared the resolution adopted.

Matthew Jablonowski
District Clerk
November 23, 2021

**RESOLUTION REGARDING STATE ENVIRONMENTAL QUALITY REVIEW
TYPE II ACTION**

WHEREAS, the Johnson City Central School District (the “District”) Board of Education (the “Board”) has considered the impacts to the environment of the Scope of Work to be completed at the Johnson City Central School District Elementary-Middle School campus and the High School Campus, (the “Proposed Action”). A copy of the Scope of Work is attached hereto. The Scope of Work shall include, but is not limited to, maintenance, repair, replacement, rehabilitation, reconstruction and routine activities of the District relating to the aforementioned campuses and buildings; and

WHEREAS, the Board has determined that it shall act as Lead Agency for purposes of environmental review of the Proposed Action; and

WHEREAS, the Board has reviewed the Proposed Action with respect to the Type II criteria set forth in 6 NYCRR Part 617.5(c) and concluded that the Scope of Work involves the maintenance and repair of existing facilities involving no substantial changes in an existing structure or facility, and/or the replacement, rehabilitation and reconstruction of structures or facilities in kind, on the same site, without exceeding any of the thresholds in section 617.4, and/or routine activities of educational institutions, including expansion of existing facilities by less than 10,000 square feet of gross floor area;

NOW THEREFORE BE IT RESOLVED by the Johnson City Central School District as follows:

1. The District is declared the Lead Agency for purposes of environmental review of the Proposed Action;
2. The Proposed Action does not exceed thresholds established under 6 NYCRR Part 617, State Environmental Quality Review Act, (SEQRA);
3. The Board hereby determines the Proposed Action is Type II actions in accordance with the SEQRA regulations.
4. No further review of the Proposed Action is required under SEQRA.
5. This resolution shall be effective immediately.

SCOPES OF WORK

Elementary-Middle School PA System (Capital Outlay 100k Project)

Replace and combine 3 discontinued/obsolete Public Address systems with current IP Based Public Address system with enhanced emergency notification capabilities.

Elementary-Middle School CRRSA Funded HVAC Project

Replace all old, past useful life unit ventilators throughout the Elementary-Middle School and replace rooftop units RTU2K and RTU1K at the Elementary-Middle School.

High School ARP Funded HVAC Project

Reconstruct original air handlers (2) at the High School, reconstruct original chiller and plumbing at the High School and install a water treatment system in front of the boilers and chillers at the High School.

Elementary-Middle School ARP Funded Water Infiltration Project

Repair areas of masonry and flashing at the Elementary-Middle School on the K/1 wings that is allowing water infiltration to occur.

Upon roll call, the vote resulted as follows:

Ayes:

Noes:

Abstains:

Absent:


The President declared the resolution adopted.

Matthew Jablonowski
District Clerk
November 23, 2021



MEMORANDUM

TO: Board of Education

FROM:  Elisa Eaton, Assistant Superintendent for Administration

DATE: November 15, 2021

RE: Cafeteria Bids

The Food Services Department has solicited and opened bids for the following:

Paper Products Bid – 12/1/2021 – 6/30/2022

Equipment Bid – 12 Crate Milk Cooler – Elem./Middle School Cafeteria

After reviewing this submission, I agree with Paul Cerasaro's recommendation.

I can answer any questions you may have. Thank you.

/jd

Memorandum

To: Elisa Eaton
From: Paul Cerasaro
Date: 11/15/2021
Re: Bids

It is my recommendation that Johnson City School District participate in the following group bids process for the 2021-2022 school year.

Paper Bid for December 2021 to June 2022 school year as well as the Equipment Bid for a 12 crate milk cooler to be placed at the EMS Cafeteria.

X _____

Paul Cerasaro
Food Service Director

BC SPECIFICATION COOPERATIVE GROUP BID

BROOME TIOGA BOCES

1 North Loder Ave.

Endicott, New York, 13760

RESOLUTION FOR AUTHORIZATION TO JOIN GROUP BID

RESOLVED, that the Board of Education of the Johnson City Central School District participate in Cooperative bidding for the following bid with other school districts in New York State:

· Paper Bid for December 2021 to June 2022 school year

Equipment Bid for a 12 crate milk cooler for the EMS Cafeteria

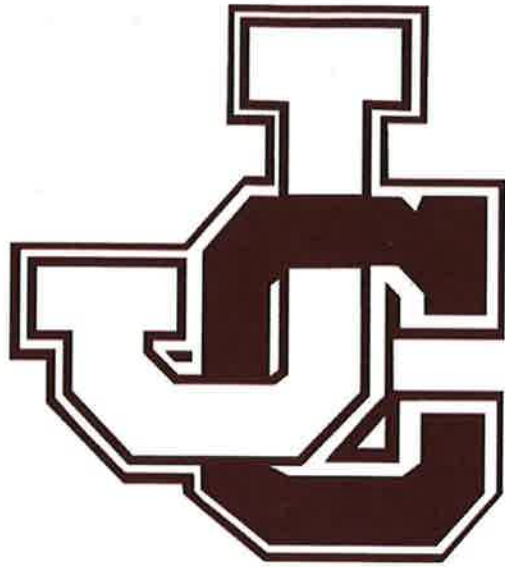
BE IT FURTHER RESOLVED, that Annie Hudock, Director of Food Services, Broome Tioga BOCES, or Designee be designated to receive and open said bids and;

BE IT FURTHER RESOLVED, that the Board of Education of the Johnson City Central School District reserves the right to accept or reject any or all bids.

Signed: _____

Date: _____

President, Board of Education



MEMORANDUM

TO: The Board of Education

FROM: Eric Race, Superintendent

DATE: November 10, 2021

RE: Policies for Second Reading and Approval

- #5420-R – Student Health Services Regulation
- #8640 – Student Internet Protection Policy

There will be a second reading for the abovementioned policies at the November 23 Board of Education meeting.

This regulation provides specific details about major areas of the district's student health services, such as immunization, medications, medical exams, medical care, emergency records, and return to school after injury/illness. For purposes of this regulation, the McKinney-Vento liaison shall assist homeless students covered by that law in accessing school health services.

A. Immunization Against Communicable Diseases

Under state Public Health Law 2164, in order to be enrolled in or attend district schools, children must be fully immunized against certain communicable diseases. Those diseases are: poliomyelitis, mumps, measles, diphtheria, rubella, varicella (chicken pox), hepatitis B, pertussis, tetanus, and, where applicable, Haemophilus influenzae type b (Hib), pneumococcal disease, and meningococcal disease.

“Fully immunized” means that the child has either (1) received the required vaccinations for these diseases as set forth in state regulations; or (2) demonstrated having immunity:

- a. for measles, mumps, and rubella – by showing a positive blood test for the disease antibodies;
- b. for varicella – by showing (1) a positive blood test for the disease antibodies, (2) laboratory confirmation of the disease, or (3) verification by a doctor, nurse practitioner, or physician's assistant that the student had the disease;
- c. for hepatitis B – by showing a positive blood test for the disease antibodies; and
- d. for poliomyelitis – by showing a positive blood test for the disease antibodies for all three types (limited to tests performed prior to 9/1/19).

Children who are not fully immunized may only be admitted to school if parents/guardians submit documentation that they (1) are in the process of receiving immunization or obtaining blood tests as described in state law and regulations; or (2) have been granted a medical exemption.

Medical exemptions may be issued if immunization is detrimental to a child's health. Medical exemptions must either be (1) the medical exemption form issued by the New York State Department of Health or the New York City Department of Health and Mental Hygiene, or (2) a statement signed by a physician licensed to practice medicine in New York State indicating the specific immunization, the medical contraindication, and the length of time the exemption is for. Medical exemptions must be reissued annually to remain valid. The Building Principal may require supporting documents for medical exemptions.

All students must present appropriate documentation of their immunization status, as set forth in the Regulations of the Commissioner of Health 10 NYCRR Subpart 66-1. Homeless students shall be admitted to school even if they do not have the required immunization records, but may

be temporarily excluded if they show actual symptoms of a communicable disease that poses a significant risk of transmission to others.

The Building Principal may permit students without adequate documentation to attend school up to 14 calendar days while the parent/guardian furnishes the necessary documents. This time period may be extended to 30 days for students transferring from another state or country, as long as they show a good faith effort to obtain the necessary documentation, or the child has received at least the first dose in an immunization series and has scheduled appointments to complete the series according to the recommended age schedules.

District schools may access the New York State Immunization Information System (NYSIIS) or the New York City Citywide Immunization Registry (CIR) to verify the immunization history of students entering or registered in that school.

When a child is excluded from school for immunization reasons, the Building Principal shall notify the parent/guardian of their responsibility to have the child immunized, and the public resources available for doing so. The Principal shall also notify the local health authority of the child's name and address and the immunization(s) the child lacks, and shall cooperate with that authority to provide a time and place for the required immunization(s) to be administered.

The district will maintain a list of all students who have been exempted from immunization for medical reasons, or who are in the process of receiving immunization, and shall exclude such students from school when so ordered by the Commissioner of Health, in the event of an outbreak in school of the vaccine-preventable diseases listed in Public Health Law 2164 and the first paragraph of this section.

When a student transfers out of the district, the parent/guardian will be provided with an immunization transfer record showing the student's current immunization status which will be signed by the school nursing personnel or the school physician. A transcript or photocopy of the immunization portion of the cumulative health record will be provided to the new educational institution upon request.

B. Administering Medication to Students in School

The administration of prescribed medication to a student during school hours is permitted only when the medication is necessary to allow the student to attend school or failure to administer the medication would seriously affect the student's health.

Parent(s) or guardian(s) must present the following information:

1. a written order from a NYS licensed health care provider (e.g. physician, nurse practitioner or physician assistant) containing the following: student's name, the date and name of the medicine, dosage and time to be administered, and list of possible side effects; and

2. A written note from the parent/guardian giving appropriate licensed school personnel permission to administer the medication to their child during school or for trained unlicensed personnel to assist their child in taking their own medication.

Students are permitted to self-administer medication under certain circumstances, in accordance with state law and regulation. A student is authorized to carry and use the following medications: rescue inhaler, epinephrine auto-injector, insulin, glucagon (and associated diabetes testing supplies), if the following conditions are met:

1. An authorized medical provider must provide written permission that includes an attestation that the student's diagnosis requires the medication; the student has demonstrated that he/she can self-administer the prescribed medication effectively; the name of the medication, the dose, the times when it is to be taken, the circumstances which may warrant use and the length of time during which the student may use it.
2. Written parental permission.

If a student is authorized to carry and use medication as described above, the parent/guardian is permitted to give extra medication and supplies that the district will maintain in accordance with the written directions submitted by the authorized medical provider. Such extra medication and supplies shall be readily accessible to the student.

All documents pertaining to student medication will be kept on file in the nurse's office.

The school nurse shall develop procedures for the administration of medication, which require that:

1. all medications will be administered by a licensed person unless the child is a "supervised student" (able to self-administer with assistance and supervision) or an "independent student" (able to self-administer and self-carry);
2. medications, other than as noted above, shall be securely stored in the office and kept in their original labeled container, which specifies the type of medication, the amount to be given and the times of administration;
3. the school nurse shall maintain a record of the name of the student to whom medication may be administered, the prescribing physician, the dosage and timing of medication, and a notation of each instance of administration; and
4. all medications shall be brought to school by the parent(s) or guardian(s) and shall be picked up by the parent(s) or guardian(s) at the end of the school year or the end of the period of medication, whichever is earlier. If not picked up within five days of the period of medication, the medication shall be discarded.

An adult must bring the medication to school in the original container. The administering staff member should clearly label the medication with the time to be given and dosage.

Sunscreen. Students are permitted to carry and apply sunscreen without a medical provider's order under the following conditions:

1. the sunscreen is used to avoid overexposure to the sun and not for medical treatment of an injury or illness, if sunscreen is required to treat a medical condition, the procedures for administering medication (above) apply;
2. the sunscreen is FDA approved for over the counter use;
3. the student's parents or guardians provide written permission annually for the student to carry and use the sunscreen.

The school nurse will keep written permission for students on file and develop procedures pertaining to this policy.

Administering medication on field trips and at after-school activities.

Taking medication on field trips and at after-school activities is permitted if a student is an "independent student" described above in administering their own medication. On field trips or at other after-school activities, teachers or other school staff may carry the medication (if the student does not need it on hand for rapid administration) so that the independent student can take it at the proper time. If a student is a "supervised student" described above, unlicensed school personnel who have been trained by a licensed school health professional may assist the student in taking his/her medication. The student's parent/guardian, if attending the trip, may also perform these activities, but may not be required to do so.

If a student is "nurse dependent" (i.e., requires a licensed health professional to administer their medication), then the student must have their medication administered by a licensed health professional, or the district may:

- permit the parent or guardian to attend the activity and administer the medication.
- permit the parent to personally request another adult friend or family member to voluntarily administer the medication on the field trip or activity and inform the school district in writing of such request.
- allow the student's health care provider to be consulted and, if he/she permits, order the medication time to be adjusted or the dose eliminated.

If no other alternative can be found, the trip will be canceled or rescheduled.

Administering Epi-Pen in Emergency Situations

The administration of epinephrine by epi-pen has become an accepted and extremely beneficial practice in protecting individuals subject to serious allergic reactions (e.g., individual has an anaphylactic reaction to a wasp sting or the ingestion of peanut butter).

Pursuant to Commissioner's regulations, registered professional nurses may carry and administer agents used in non-patient specific emergency treatment of anaphylaxis.

~~Additionally, the district will stock epinephrine auto injectors to be used on any student or staff member having symptoms of anaphylaxis, whether or not there is a previous history of severe allergic reaction. The medical director will oversee use of the auto injectors, ensuring that designated staff are appropriately trained. However, any school personnel may be directed in a specific instance to use an auto injector by the nurse or medical director.~~

In addition, pursuant to SED guidelines, school nurses may provide training to unlicensed school staff in administering epi-pens, epinephrine auto-injectors and glucagon prescribed by a licensed medical provider, to a child who has been diagnosed with the associated disease in accordance with the process described in this policy and regulation.

Use of Albuterol Metered Dose Inhalers. Students diagnosed with asthma whose personal albuterol prescription is empty may receive an emergency dose of school-stocked albuterol under the following conditions:

- The student has a prescription ordering albuterol MDI or nebulized albuterol from their licensed health care provider which must include an order allowing the student to use the school's stocked albuterol MDI if their personal prescription is empty;
- The student's parent/guardian must provide written permission for the student to be administered dosing from the school's stocked albuterol MDI if their personal prescription is empty;
- The school's stock supply of albuterol is not to be used in place of the parent/guardian providing the medication for their child to the school. The school's stock supply is for use only in the event that the student's personal supply is empty while awaiting the parent/guardian to provide the school with a new one; and
- The student must have their own labeled spacer, tubing and facemask, or mouthpiece provided by the parent/guardian that is used when administering their own or the school's stock albuterol MDI.

Specific procedures will be developed by school health personnel that will outline the following:

1. The process for obtaining and replacing the stock albuterol;
2. The maintenance and cleaning of the school's stock MDI and nebulizer; individual students' MDIs and spacers; and/or students nebulizer tubing, facemask or mouthpiece;
3. The protocol for informing parents that the school stock albuterol was used; and
4. The protocol for informing parents/guardians of the need for replacement of their child's albuterol medication along with any district imposed deadlines for doing so.

This procedure will be approved by both the district medical director and the board of education.

C. Student Medical Exams

In accordance with Sections 903 and 904 of the state Education Law, each student shall have a physical exam given by the school doctor or licensed health provider (including a physician, physician assistant or nurse practitioner) upon entrance to school and upon entering pre-kindergarten or kindergarten, and first, third, fifth, seventh, ninth, and eleventh grades. Findings are to be kept on record at the school on forms that can be obtained from the school nurse. In addition, the school will request a dental health certificate according to the same schedule.

A student may be excluded from the medical examination requirements because the child's parent/guardian holds a genuine and sincere religious belief which is contrary to medical examinations. The request for exemption must be in writing to the principal or his/her designee.

In the event that the student's medical history reveals that they have a known life-threatening allergy, the school nurse, in conjunction with the family, student, child's teacher, and other appropriate staff, will develop and implement an individual health care plan which will guide prevention and response.

The district will work with students in the self-management of their life-threatening allergy, or other chronic health conditions, by:

1. Adequately training staff involved in the care of the child.
2. Assuring the availability of the necessary equipment and/or medications.
3. Providing appropriately licensed and trained persons on school premises, as required by law.
4. Providing ongoing staff and student education.

D. Illness or Injury in School

If a student becomes ill or injured in school:

1. The nurse will call the parent, guardian or designated emergency contact. In general, a parent or guardian will pick up the student from school.
2. The nurse, along with the caretaker, will determine if the student should receive further medical attention, remain in the dispensary or return to class.
3. The nurse will contact the Building Principal if he/she feels the child should be transported by bus to the home or if the caretaker cannot be reached.
4. If no caretaker or designated emergency contact picks up the student at school, or if no caretaker or designated emergency contact will be home, the student will remain in the nurse's office until such time as a caretaker or designated emergency contact becomes available to assume responsibility for the child.
5. While in the nurse's office, to the extent possible, students showing symptoms of communicable diseases will be kept separate from students with non-transmissible illness

or injuries, and the district will take measures necessary to minimize disease transmission (e.g., physical barriers, face coverings, heightened hygiene procedures).

6. The nurse will maintain appropriate records of all student visits.

E. Medical Emergency Record

All students shall have on file a medical emergency record which shall state the name and telephone numbers of the following:

1. the student's parent(s) or guardian(s) at home and work;
2. the student's next of kin;
3. a neighbor;
4. the student's licensed health care provider;
5. preferred hospital;
6. any allergies or serious health conditions.

Students diagnosed with diabetes shall have a written diabetes management plan maintained as part of the student's cumulative health record. The management plan shall be developed in accordance with state regulation and district procedures. Students diagnosed with asthma or other respiratory disease requiring a rescue inhaler, students diagnosed with life-threatening allergy or diabetes may have an emergency action plan maintained as part of the student's cumulative medical record. The emergency action plan will be developed in accordance with state regulation and district procedures.

F. Student Return to School after Illness/Injury

In general, students should be symptom-free before returning to school and resuming normal activities. In some instances, students may be asked to provide a note from their licensed health care provider before they return to school or participate in the full range of school activities. The final decision to permit participation rests with the school physician. The Superintendent, in consultation with the school physician, nurse and other appropriate staff, will develop protocols to address a student's return to activities when there has been a serious illness or injury.

Adoption Date:

General Information

Internet access will be provided to students in accordance with the terms of this policy. Internet access from school ~~devices computers~~ is reserved solely for educational purposes. Use by outside groups is ~~limited to public Wi-Fi access prohibited. Use by student clubs and organizations is limited to those times when the Internet access points are not in use for instruction, and shall be limited to educational purposes and governed by this policy. Access to the Internet will be under the direction and supervision of the staff assigned to the particular Internet access area or computer.~~

The school district reserves the right to monitor all Internet activity on district accounts and devices both on and off district networks, including transmission and receipt of e-mail. Use of district e-mail and chat services is limited to school district purposes.

Every ~~device computer~~ in the district having Internet access shall not be operated by a student unless Internet access from the computer is subject to filtering software. Such filtering software shall be designed and it shall operate so that images which are obscene, pornographic or harmful to minors shall not be displayed. Such filtering software shall also be designed and it shall operate so that images or language which advocate or promote violence or hatred against particular individuals or groups of individuals, or promotes the superiority of one racial, ethnic or religious group over another shall not be displayed. For purposes of this policy, the phrase *harmful to minors* means any picture, image, graphic image file, or other visual depiction that, taken as a whole, and with respect to minors, appeals to prurient interest in nudity, sex or excretion; depicts, describes or represents in a patently offensive way with respect to what is suitable for minors an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals and, taken as a whole, lacks serious literary, artistic, political or scientific value as to minors.

The filtering software may also have the ability to detect and alert on potentially harmful contents of a student's Google Drive, Gmail account, Google Chat documents, email, or chat conversations as well as search terms used by the student.

Prohibited Conduct

No student shall, while using a computer or other device connected to the Internet:

1. Access, transmit or retransmit materials which promotes violence or advocates destruction of property, including information concerning the manufacture of destructive devices, such as explosives, fireworks, smoke bombs, incendiary devices or the like.
2. Access, transmit or retransmit any information which is harmful to minors as that phrase is defined in this policy.

3. Access, transmit or retransmit material which advocates or promotes violence or hatred against particular individuals or groups of individuals or advocates or promotes the superiority of one racial, ethnic or religious group over another.
4. Engage in any act of cyberbullying. Cyberbullying includes, but is not limited to, the following misuses of technology: harassing, teasing, intimidating, threatening, or terrorizing another student or staff member by way of any technological tool, such as sending or posting inappropriate or derogatory e-mail messages, instant messages, text messages, digital pictures or images, or website postings (including blogs or any other social media applications).

Cyberbullying has the effect of:

- a) Physically, emotionally or mentally harming an individual;
- b) Placing an individual in reasonable fear of physical, emotional or mental harm;
- c) Placing an individual in reasonable fear of damage to or loss of personal property; and
- d) Creating an intimidating or hostile environment that substantially interferes with a student's educational opportunities or any other individual's opportunities.

Also, cyberbullying that occurs off-campus, which endangers the health and safety of students or staff within the school or can be reasonably forecast to cause a material or substantial disruption to the educational process, is prohibited. Such conduct could also be subject to appropriate disciplinary action in accordance with the District Code of Conduct and possible referral to local law enforcement authorities.

5. Use or possess bootleg software. Bootleg software means any software which has been downloaded or is otherwise in the user's possession with the appropriate registration of the software, including the payment of any fees owing to the owner of the software.
6. Use encryption or anonymization software from any access point within the school district.
7. Transmit credit card or other personal identification information, including home addresses or telephone numbers from any school district computer.
8. Transmit e-mail through an anonymous remailer.

9. Access the Internet from a school district ~~device computer~~ using an unauthorized network account.

~~10. Use an instant messenger service or program, Internet Relay Chat or other forms of direct electronic communication, or enter a chat room without the express permission of the staff member supervising the computer resource.~~

~~11.10.~~ Commit or attempt to commit any willful act involving the use of the network which disrupts the operation of the network within the school district or any network connected to the Internet, including the use or attempted use or possession of computer viruses, denial-of-service, or so-called hacking or other unlawful activities on-line.

~~12.11.~~ Disable or attempt to disable filtering software. However, such filtering software may be disabled bypassed by the district for bona fide research or other lawful purposes, when the building principal of the building in which such research or other lawful activity will be conducted has given written permission to disable bypass the filtering software.

In addition to those penalties set forth in the student Code of Conduct~~discipline code~~, a violation of this Internet policy may also result in loss of Internet privileges and district network access.

Opinions, advice, services and all other information expressed on line are ~~or~~ those of the on-line authors and not of the school district. The Internet contains information pertaining to a variety of subjects. Not all of this information is accurate or reliable, particularly where the advice of medical, legal, accounting, or other professionals would be appropriate. Users are advised not to rely on advice found on the Internet. The school district is not responsible for such advice.

The school district does not guarantee or imply that access to the Internet will always be available when students want access or that the software provided by the district will always work as intended. The school district is not responsible for failures in the operation or technical functioning of the Internet or the ~~devices~~computers or software used to access the Internet.

Date of Board Adoption: June 26, 2012

Johnson City Central School District, Johnson City, New York

**JOHNSON CITY CENTRAL SCHOOL DISTRICT
CONFERENCE TRAVEL REQUISITION**

Name(s) of Attendees: Debra Welsh-Clarke, Andre Hankey

Date (today's): 11/15/21

Name of Conference/Workshop: Zones of Regulation- Full Day

Is this Conference In-Person or Virtual? In Person Virtual

Location of Conference: Virtual
(Include Name & Address of facility where the conference is being held.
 If Conference is Virtual, just write Online or Virtual on this line)

Date of departure: December 14, 2021 Date of return: December 14, 2021

TOTAL COST OF CONFERENCE: \$380

(Use table below to reflect breakdown of cost & attach all backup documentation)

CONFERENCE WORKSHEET (*REQUIRED by employee – please fill out applicable sections*):

Conference Registration Cost..... \$ 380

Have you already registered for this conference?..... Yes No

Transportation Arrangements: Personal Car District Vehicle Air Bus

Have you already made transportation arrangements for this conference?..... Yes No

Transportation Cost..... \$ 0
(if traveling by personal car: Total round-trip miles ____ x prevailing mileage rate \$.56)

Accommodations Cost (if Applicable) \$ 0

Have you already reserved a room for this conference?..... Yes No

Will you need a substitute while you are away?..... Yes No

Substitute Cost (if applicable): (# of days ____ X prevailing rate \$140) \$ 0

PLEASE ATTACH:

- 1) Invoice for conference registration fee payment
- 2) Conference information brochure
- 3) Invoice for hotel room if you pre-paid or pre-booked or attach information on the hotel you would like to stay at
- 4) Memo from building principal recommending conference attendance
- 5) Printed map of route reflecting mileage (if you will be requesting mileage reimbursement) or include information on flights/bus trips that you need to be purchased on your behalf)

BUSINESS OFFICE USE ONLY:

Transportation arranged	Date: _____	PO/Req #: _____	Amount: _____
Conference Registration	Date registered: _____	PO/Req #: _____	Amount: _____
Hotel Accommodations	How Many Rooms? _____	Confirmation #: _____	
	Date Paid: _____	PO/Req #: _____	Amount: _____
Are meals approved for this conference? <input type="checkbox"/> Y / <input type="checkbox"/> N		Total Amount Granted: \$ _____	
Trip Expense Claim Forms	Date received forms: _____	Sent to CBO: _____	Amount: _____
District Budget Code or Grant Funding Conference Expenses:		<u>A2250 449 99 400</u>	

APPROVAL:

	<u>11/17/21</u>		<u>11.18.21</u>
(Signature – Building Principal)	(Date)	(Signature – Superintendent)	(Date)

DATE APPROVED BY BOARD OF EDUCATION: _____