MARION CENTRAL SCHOOL

4034 Warner Road, Marion, NY 14505

Regular Board of Education Meeting

August 21, 2023 6:00 PM Jr.-Sr. High School Library AGENDA

Documents Pertaining to this Agenda can be found on the District Website



Mission

We engage all students to achieve their fullest potential today and to be prepared for tomorrow's opportunities.

Vision

The leader in growing future-ready generations.

Core Beliefs We believe....

Students are at the heart of what we Innovation is critical to our success. Integrity is the foundation of our conduct. **Engagement** is achieved through rigor, relevance and relationships. Teamwork is the key to excellence. Personalized Learning is the future of education.

A. OPENING

- 1. Call to Order
- 2. Roll Call
- 3. Pledge of Allegiance
- 4. Approval of Agenda

(Action)

B. COMMUNITY COMMENTS ON AGENDA ITEMS

• Opportunity for Public Comments on Agenda Items

C. PROBATIONARY PERSONNEL APPOINTMENTS

- 1. Approval of the two-month Probationary Appointment of **James Long** as Director or Facilities for Marion Central School District; start date 8/28/2023; transfer approved by Wayne County Civil Service; salary: \$90,000/year. (Enc.) (Action)
- 2. Approval of the Four-year Probationary Appointment of **Heather Schoonerman** as an Elementary Teacher at Marion Elementary School; start date 9/1/2023; Certification ~ Early Childhood Education (B-2), Professional; Childhood Education (Grades 1-6), Professional; Students w/Disabilities (Grades 1-6), Professional; \$56,000.00/year; fingerprint clearance on file. (Enc.) (Action)
- 3. Approval of the Four-year Probationary Appointment of **Sarah Weyman** as an Elementary Teacher at Marion Elementary School; start date 9/1/2023; Certification ~ Childhood Education (Grades 1-6), Initial; \$49,000/year, fingerprint clearance on file. (Enc.) (Action)
- 4. Approval of the Three-year Probationary Appointment of **Alison Maloney** as a Special Education Teacher for Marion Elementary School, start date: 9/1/2023; Certifications: Students with Disabilities (Grades Birth-2), Professional, Students with Disabilities (Grades 1-6), Professional; Early Childhood Education (Grades B-2), Professional, Childhood Education (Grades 1-6), Professional, salary: \$55,000/year; fingerprint clearance on file. (Enc.) (Action)
- 5. Accept the resignation of **Nicole DeLyser** as a 1:1 aide at Marion Jr-Sr High School. (Enc.) (Action)
- 6. Approval of the Four-year Probationary Appointment of **Nicole DeLyser** as a Teacher Assistant at Marion Elementary School; start date 9/1/2023; Certification ~ Teaching Assistant Level 1, Issued; at a rate of \$17.45/hr, fingerprint clearance on file (Enc.)

D. REPORTS

- 1. Board of Education
 - Admin/Board Retreat
 - School Law Book

- 2. Superintendent E. Lloyd
 - New Staff Orientation
 - Opening Day Schedule
 - Stanley the Therapy Dog
 - Fall Festival
 - Social Media Mass Tort

Approval of Resolution Authorizing Litigation Against Social Media Companies (Enc.)

(Action)

- 3. Director of Finance & Operations R. Walker
 - Capital Project Update
 - Baseball/Softball Dugouts
 - Financial Report

Approval of Unaudited Financial Reports (Enc.)

(Action)

E. CONSENT AGENDA

(Action)

- 1. Accept Minutes of Board of Education Meeting of July 10, 2023 (Enc.)
- 2. Accept Minutes of Board of Education Retreat of August 16, 2023 (Enc.)
- 3. Approval of Placement of CSE/CPSE Students (Enc.)
- 4. Approval of Warrants Report (Enc.)
- 5. Approval of Internal Claims Auditor Reports (Enc.)
- 6. Approval of Budget Transfers (Enc.)
- 7. Approve Comprehensive Safety Plan (Enc.)
- 8. Approve District Code of Conduct (Enc.)
- 9. Approve Intermunicipal Agreement between Marion Central School District and the Town of Marion for Tax Collection (Enc.)
- 10. Approve the OT Sharing Agreement between Williamson Central School District and Marion Central School District. (Enc.)
- 11. Approve the Part-time Food Service Director Employment Agreement between Warren Bushart and Marion Central School District for the 2023-24 school year. (Enc.)
- 12. Approval of the Food Service Management Agreement between Marion Central School District and W-FL BOCES. (Enc.)
- 13. Approval of open Fall Coaching positions (Enc.)
- 14. Approve the creation of Teacher/Classroom Aide position at Marion Elementary School needed to fulfill special education IEP requirements.
- 15. Approve the creation of a Teacher Aide position at Marion Jr-Sr High School.
- 16. Approval to create a District-wide Tutor, non-union contract, full-time position with benefits for the 2023-24 school year. (Enc.)
- 17. Accept the resignation of **Robert Goodell** as Physical Education and Health Teacher for Marion Jr-Sr High School, effective August 4, 2023. (Enc.)
- 18. Accept the resignation of **Brianne Raes** as Interim Assistant Principal for Marion Central and as a Special Education Teacher at Marion Jr-Sr High School, effective August 25, 2023. (Enc.)
- 19. Accept the resignation of **Carol McManus** as Sr. Typist, Secretary to the Principal at Marion Elementary, effective August 31, 2023. (Enc.)
- 20. Accept the resignation of **Taylor Wolfe** as Physical Education Teacher at Marion Elementary School. (Enc.)
- 21. Accept the resignation of **Taylor Wolfe** as Modified Girls Soccer coach at Marion Central School District, effective August 16, 2023. (Enc.)
- 22. Approval of the appointment of **Paula Docteur** as a Teacher Aide (Health) at Marion Elementary School, rate: \$14.45/hr; effective September 1, 2023. (Enc.)

- 23. Approval of the appointment of **Katie French** as a Substitute Bus Monitor/Attendant for Marion Central School District, fingerprint clearance on file.
- 24. Approval of the appointment of **Teresa Wurster**, as a Teacher/Classroom Aide for Marion Elementary School, rate: \$14.45/hr; effective September 1, 2023; fingerprint clearance on file. (Enc.)
- 25. Approval of the appointment of **Emma Lancaster**, as a Teacher/Classroom Aide for Marion Elementary School, effective September 1, 2023, rate: \$14.45/hr; pending fingerprint clearance. (Enc.)
- 26. Approval of the appointment of **Allison Brewer**, as a Teacher/Classroom Aide for Marion Elementary School, effective September 1, 2023, rate: \$14.45/hr; pending fingerprint clearance. (Enc.)
- 27. Accept the resignation of **Megan Ryan** as a Food Service Helper for Marion Central School District at Wayne Education Center.
- 28. Approval of the appointment of **Megan Ryan**, as a Teacher/Classroom Aide for Marion Elementary School, effective September 1, 2023, rate: \$14.45/hr; fingerprint clearance on file. (Enc.)
- 29. Approval of the probationary appointment of **Megan DeRose** as a Sr. Typist Civil Service Competitive Title, at Marion Elementary School, Main Office, effective September 1, 2023, rate: \$17.45/hour (Enc.)
- 30. Approval of the appointment of **Kecia Bush** as a full-time Bus Driver, 5 hours daily, effective September 1, 2023; rate: \$24.10/hr. (Enc.)
- 31. Approval of the appointment of **Erica Hill** as a 3-hr Food Service Position at Marion Jr-Sr High School, effective September 1, 2023, rate: \$14.45/hr; pending fingerprint clearance. (Enc.)

F. COMMUNITY COMMENTS

G. ADJOURNMENT (Action)

Next Regularly Scheduled Meeting – **Monday**, September 11, 2023 **6:00 PM** Jr.-Sr. High School Library



Marion Central School District Office

Dr. Ellen Lloyd Superintendent of Schools Nikki Miller
Assistant Superintendent of Instruction

Richard Walker Director of Finance David Wise Director of Technology and Innovative Programs

August 14, 2023

Dr. Lloyd and the Board of Education,

I am pleased to recommend for hire Mr. James Long as the Director of Facilities effective August 28, 2023. James is coming from the Williamson CSD where he has served as the Director of Facilities for the past two years. Prior to working at Williamson CSD, he was a long time Maintenance Mechanic for Newark CSD.

Sincerely,

Richard Walker

Director of Finance and Operations



3863 N. Main Street | Marion, NY 14505 Phone 315-926-4256 | Fax 315-926-3115

> Dr. Ellen Lloyd Superintendent

Mrs. Casey Steiner Elementary Principal

Ms. Brianne Raes Interim K-12 Assistant Principal

8.2.23

Dear Dr. Lloyd;

I would like to formally recommend Heather Schoonerman for the position of elementary education teacher. She has experience teaching kindergarten and first grade in a charter school and has subbed in our district in the past. Throughout her interview process she impressed the committees with her warm, friendly demeanor. I am excited to have her joining us at Marion elementary school.

Sincerely,

Casey M. Steiner
Principal, Marion Elementary



3863 N. Main Street | Marion, NY 14505 Phone 315-926-4256 | Fax 315-926-3115

Dr. Ellen Lloyd
Superintendent

Mrs. Casey Steiner Elementary Principal

Ms. Brianne Raes Interim K-12 Assistant Principal

8.6.23

Dear Dr. Lloyd;

I would like to formally recommend Sarah Weyman for the position of elementary education teacher. Her most recent experience has been teaching grade 5 at Newark CSD. She comes to Marion with high compliments from her references. Sarah has an innate ability to form positive relationships with her students, and create a safe and welcoming learning environment. She is an excellent teammate, and is eager to work collaboratively with her colleagues. I am excited to have her joining us at Marion elementary school.

Sincerely,

Casey M. Steiner
Principal, Marion Elementary



3863 N. Main Street | Marion, NY 14505 Phone 315-926-4256 | Fax 315-926-3115

> Dr. Ellen Lloyd Superintendent

Mrs. Casey Steiner Elementary Principal

Ms. Brianne Raes Interim K-12 Assistant Principal

8.7.23

Dear Dr. Lloyd;

I would like to formally recommend Allison Maloney for the position of special education teacher. Throughout her interview process, Allison shared a commitment to play-based learning. During her demonstration lesson, the committee was impressed by her decision to incorporate hands-on learning opportunities. I am excited to have her joining the UPK team at Marion elementary school.

Sincerely,

Casey M. Steiner Principal, Marion Elementary



Resigning

1 message

Nicole DeLyser <ndelyser@marioncs.org>
To: nmitchell@marioncs.org, Casey Steiner <csteiner@marioncs.org>

Tue, Jul 18, 2023 at 2:45 PM

Hello, I am writing this email in regards to I am resigning from my position of 1:1 aide pending approval as a teaching assistant for the 23-24 school year.

Thank you Nicole



3863 N. Main Street | Marion, NY 14505 Phone 315-926-4256 | Fax 315-926-3115

> Dr. Ellen Lloyd Superintendent

Mrs. Casey Steiner Elementary Principal

Ms. Brianne Raes Interim K-12 Assistant Principal

7.17.23

Dear Dr. Lloyd;

I would like to formally recommend Nicole DeLyser for the position of 1:1 teaching assistant at Marion Elementary. Nicole has experience as a 1:1 aide in our district and over 13 years experience as an aide at Roosevelt Children's Center. She is skilled at building positive relationships with the students and staff. I am excited to have her in this role at Marion Elementary.

Sincerely,

Mrs. Casey M. Steiner Principal, Marion Elementary SYRACUSE • ROCHESTER • BINGHAMTON
5010 CAMPUSWOOD DRIVE, EAST SYRACUSE, NY 13057
TELEPHONE (315) 437-7600 FACSIMILE (315) 437-7744*

*NOT FOR SERVICE OF PROCESS

JSHIELDS@FERRARAFIRM.COM

PRIVILEGED AND CONFIDENTIAL

August 15, 2023

Via Email Only
Dr. Ellen Lloyd
Superintendent of Schools
Marion Central School District
4034 Warner Rd
Marion, NY 14505

Re: Participation in Social Media Lawsuit

Dear Dr. Lloyd:

I am writing to advise of an opportunity for the School District to join a pending lawsuit commenced against social media companies, including Meta (Facebook and Instagram), Tik Tok, Snapchat and YouTube/Google, on behalf of school districts nationwide (the "Lawsuit"). The Lawsuit was commenced in the Northern District of California Federal District Court as a "mass tort" lawsuit.

For reference, this is the same type of lawsuit which our office recommended our School District clients file against Juul Labs, Inc. and Altria addressing the vaping epidemic. That litigation resulted in settlements for schools totaling \$650 million from Juul Labs, Inc. and \$235 million from Altria. Ferrara Fiorenza clients were successful in those settlements, recovering against both Juul Labs, Inc. and Altria.

The basis of this social media Lawsuit is that social media has placed severe burdens on school administrators as they work to find ways to educate students on the dangers of social media addiction, address mental health issues, and keep social media from disrupting the learning environment. The Lawsuit seeks to shift damages related to social media use from taxpayers to the companies responsible for those damages.

¹ A "mass tort" lawsuit is a subtype of civil lawsuit where many distinct, individual plaintiffs file against a single defendant or a number of defendants. Mass tort lawsuits are different from class-action lawsuits in that a mass tort lawsuit treats each individual plaintiff as a separate plaintiff as opposed to class action lawsuits that treat a member of a larger lawsuit.

FERRARA FIORENZA PC

Dr. Ellen Lloyd August 15, 2023 Page 2

We have reviewed the Lawsuit and determined that there is no financial risk to school districts participating in the Lawsuit since it is being handled on a contingency fee basis. This means schools are not responsible for paying fees or costs associated with the Lawsuit unless they receive some monetary compensation. As with the Juul and Altria case, we anticipate the School District's case would be consolidated for pre-trial coordination with hundreds of other school/BOCES cases; most of the litigation efforts will focus on issues common to all litigants. As with any lawsuit, there is a possibility that it results in no financial recovery.

If the School District wishes to join, please let us know as soon as possible. As summarized below, the Board will need to adopt the enclosed resolution authorizing participation, and you will need to execute the enclosed contingency fee agreement. Our firm will serve as co-counsel to Wagstaff & Cartmell, LLP, and will provide the School District updates on the Lawsuit's status and any potential settlement options.

Below is a summary of the Lawsuit, the School District's potential role in the Lawsuit, and information regarding the contingency fee.

The Lawsuit

The Lawsuit alleges that social media addiction and the resulting mental health crisis have forced schools to:

- Hire additional mental health professionals;
- Develop lesson plans on social media harms;
- Provide more training for educators, staff and the community;
- Address property damage caused by mentally anguished students;
- Increase disciplinary measures;
- Address bullying, harassment and threats;
- Confiscate electronic devices;
- Notify parents and guardians of students' behavioral issues and attendance;
- Investigate and respond to threats made over social media; and
- Update student handbooks and school policies.

The Lawsuit further alleges that many schools have diverted educational resources to crack down on the mental health crisis caused by social media addiction. It describes that school districts already have limited funds and should not have to allocate money from their annual budget for educational campaigns and the prevention and treatment of social media harms. The Lawsuit alleges that social media contributes to student mental health issues, including: anxiety, depression, eating disorders (anorexia, bulimia, binge eating, etc.), body dysmorphia (obsessive focus on a perceived flaw in appearance), ADD/ADHD, lack of focus, inability to concentrate, self-harm, thoughts of self-harm, suicide, attempted suicide, suicide ideation, etc.

Ferrara Fiorenza PC

Dr. Ellen Lloyd August 15, 2023 Page 3

Schools participating in the Lawsuit request damages to provide relief from financial losses incurred as a result of arranging outreach and education programs regarding social media harms and hiring additional mental health professionals. The Lawsuit is currently in the beginning stages, and no trial date has been set. For the Juul mass tort action, school districts that joined early in the litigation received more favorable settlement allocations than school districts who joined later. Given the possibility the Court may take the same approach here, Wagstaff & Cartmell, LLP has recommended that interested school districts not wait to join.

How Much of the School District's Time and Resources Will be Required?

We further expect that there will be some case-specific discovery, but that would be in the form of written discovery and document production. Within 2-3 months of filing a case, a school district would complete a written "Plaintiff Fact Sheet" and would provide basic supporting documentation to gather basic information about the school's claim. We would work with school district administrators to obtain the necessary information and documents as efficiently and conveniently as possible.

Contingency Fee

Wagstaff & Cartmell, LLP's fee is being paid from any recovery or settlement. Wagstaff & Cartmell, LLP's contingency fee would be 33% of the School District's monetary recovery. Also, the School District would not be responsible for paying our firm for our assistance with the Lawsuit. We have negotiated with Wagstaff & Cartmell, LLP for our fees to be paid out of the contingency fee assigned to Wagstaff & Cartmell, LLP.

Given there does not appear to be any financial risk to the School District and limited time commitment to participate in the Lawsuit, and in light of the possibility that social media related costs be shifted from taxpayers to the companies responsible for those costs, we recommend joining the lawsuit. If the School District is in agreement, please let me know as soon as possible. The School District will need to complete the following steps to join the lawsuit:

- 1. **Board Resolution**. The Board must pass the enclosed resolution and the executed resolution must be emailed to asalkic@ferrarafirm.com.
- 2. Contingency Fee Agreement. After the resolution is passed, you must execute the enclosed contingency fee agreement and email it to asalkic@ferrarafirm.com. If you have any questions regarding the agreement, please do not hesitate to call me.

I am available to discuss any questions you may have about the Lawsuit, and the possibility of the School District joining the Lawsuit.

FERRARA FIORENZA PC

Dr. Ellen Lloyd August 15, 2023 Page 4

Once you have had the opportunity to review these materials, please do not hesitate to contact me with any questions.

Very truly yours,

Ferrara Fiorenza PC

Joseph G. Shields

JGS/paw Enclosures

ATTORNEY-CLIENT ENGAGEMENT AGREEMENT

The Attorney-Client Engagement Agreement ("Agreement") is entered into by and between Marion Central School District ("Client" or "District") and Wagstaff & Cartmell, LLP and its co-counsel Beasley Allen Crow Methvin Portis & Miles, P.C., Goza & Honnold, LLC, Kirton McConkie PC, and Ferrara Fiorenza PC ("Attorneys" or "We"), and encompasses the following provisions:

1. CONDITIONS

This Agreement will not take effect, and Attorneys will have no obligation to provide legal services, until Client returns a signed copy of this Agreement.

2. SCOPE

Client hires Attorneys to provide legal services in connection with pursuing claims for damages associated with social media litigation, including against Facebook, Meta, Instagram, Snapchat, TikTok, YouTube, and Google, as well as other defendants Attorneys determine appropriate and in the best interests of Client ("Action").

3. DUTIES AND RESPONSIBILITIES OF PARTIES

All professional work performed under this Agreement shall be performed by Attorneys in accordance with existing professional standards. Attorneys shall exert their best efforts and use their best judgment in review and analysis and preparation of opinions and memoranda and representation in such proceedings. Client will cooperate with Attorneys and their representatives at all times and comply with all reasonable requests of Attorneys in the prosecution of this matter on a timely basis. Client agrees to be truthful at all times with Attorneys, to provide whatever information is necessary (in the Attorneys' estimation) in a timely and competent manner, and to provide immediate information as to any change in Client's status which may have any impact on the prosecution of the Action. At the end of this Agreement Client shall designate a "District Representative" as the authorized representative to be the primary individual to communicate with Attorneys regarding the subject matter of Attorneys' representation of Client under this Agreement.

4. LEGAL SERVICES SPECIFICALLY EXCLUDED

Unless otherwise agreed in writing by Client and Attorneys, Attorneys will not provide legal services with respect to (a) defending any legal proceeding or claim against the Client commenced by any person unless such proceeding or claim is filed against the Client in the Action or (b) proceedings before any federal or state administrative or governmental agency, department, or board. With Client's permission, however, Attorneys may elect to appear at such administrative proceedings to protect Client's rights. If Client wishes to retain Attorneys to provide any legal services not provided under this Agreement for additional compensation, a separate written agreement between Attorneys and Client will be required.

5. FEES

- a. Client will pay Attorneys' fees ("Attorneys' Fees") of:
 - i. For any monetary settlement or recovery, or any non-monetary recovery, that Attorneys obtain for Client, Attorneys shall be entitled to thirty-three percent (33%), including thirty-three percent (33%) of the value of any non-monetary settlement or recovery, provided that such fee will be paid only by money recovered from defendants. However, if money recovered from defendants is less than thirty-three percent (33%) of the value of any non-monetary settlement or recovery, Client is not responsible for paying Attorneys any money other than what has been recovered from defendants.

ii. Client understands and acknowledges that Attorneys are co-counsel in this Action and are entitled to share in the Attorneys' Fees. Client understands that this Agreement will not increase the total amount of attorneys' fees owed to Attorneys by Client. Client understands and acknowledges that the Attorneys' Fees will be shared as follows:

1.	Wagstaff & Cartmell, LLP	21%
2.	Beasley Allen Crow Methvin Portis & Miles, P.C.	21%
3.	Goza & Honnold, LLC	21%
4.	Kirton McConkie, P.C.	12% ³⁹
5.	Ferrara Fiorenza, P.C.	25% ⁴⁰

- b. For determining the Attorneys' Fees as outlined in paragraph 5(a), the date of recovery shall be the date that monies are paid or non-monetary value conveyed by defendants as a result of the Action, whether through settlement, judgment, or other means, rather than the date such monies are promised, agreed, or ordered to be paid.
- c. Contingency fee rates are not set by law but have been negotiated. If no recovery is made, no fees will be charged.
- d. The contingent fee is calculated as a percent of any settlement or recovery prior to the deduction of any expense or cost, i.e., the "Gross Recovery," unless prohibited by law or Court rule. If Client and Attorneys disagree as to the fair market value of any non-monetary property or services included in the Gross Recovery, Attorneys and Client agree that a binding appraisal will be conducted to determine this value.
- e. The Gross Recovery shall include, without limitation, any monetary payments, or the fair market value of any non-monetary property and/or services to be transferred and/or rendered for the benefit of the District, agreed or ordered to be made by the adverse parties or their insurance carriers as a result of the Action, whether by settlement, arbitration award, court judgment (after all appeals exhausted), or otherwise. Any statutory attorneys' fee paid by defendants shall be included in calculating the Gross Recovery.
- f. If, by judgment, there is no monetary recovery and District receives nonmonetary or "in kind" relief, Attorneys acknowledge that District is not obligated to pay Attorneys' Fees from public funds for the value of the in kind relief. In the event of in kind relief by judgment, Attorneys' sole source of recovery of contingent fees will come from a common fund or court ordered attorneys' fees.
- g. District agrees the defendants shall pay all attorneys' fees in a settlement that includes only nonmonetary relief. Client understands that Attorneys have and will invest resources into prosecuting this action on behalf of the Client and Client agrees to make a good faith effort to include attorneys' fees for Attorneys as part of the terms of any settlement or resolution of the Action.

³⁹ In the event that MDL or State Court coordinated proceedings result in the assessment of common benefit or similar fees, and, notwithstanding Section 6, those fees are ordered to be paid from the Attorneys' Fees, this fee percentage will be calculated net of those common benefit or similar fees.

⁴⁰ In the event that MDL or State Court coordinated proceedings result in the assessment of common benefit or similar fees, and, notwithstanding Section 6, those fees are ordered to be paid from the Attorneys' Fees, this fee percentage will be calculated net of those common benefit or similar fees.

6. FEDERAL MDL AND STATE COORDINATION FEE ASSESSMENTS

- a. In the event there is a Court ordered assessment or agreement for fees and costs required to be paid to any current or future Federal Multidistrict Litigation (MDL) or any State Court coordinated proceedings, which typically ranges from 6% to 10% of the gross proceeds, any such assessment will be paid from Client's share of any recovery proceeds as part of the costs and expenses advanced, unless otherwise ordered by the Court or prohibited by law or Court rules. At this time, Attorneys cannot determine what Court ordered assessment, if any, will be paid to an MDL or to a State Court coordinated proceeding.
- b. District understands that additional Attorneys' Fees and/or litigation expense reimbursement(s) may be received by Attorneys from common benefit fund(s) or plaintiff's steering committee discretionary funds from an MDL or State Court coordinated proceeding, Attorneys' representation of other claimants in this litigation, or from other sources. District agrees and understands that the Attorneys' Fees set forth above in Section 5 shall be recoverable to Attorneys in addition to and not withstanding such other fees, and that Attorneys' Fees are calculated prior to the assessment of any Court ordered assessment, i.e., from the Gross Recovery.

7. SETTLEMENT

Client has the authority to accept or reject any final settlement amount after receiving the advice of Attorneys. District understands settlements are a "compromise" of its claim, and that Attorneys' Fees, as outlined in Section 5 above, apply to settlements. For example, if a settlement is reached, and includes future or structured payments, Attorneys' Fees shall include its contingent portion of those future or structured payments.

8. ASSOCIATE COUNSEL

- a. District agrees that Attorneys may, in their discretion, employ associate counsel to assist in prosecuting District's claim, and District agrees to the participation of any lawyers that Attorneys may choose to involve in District's case. With the exceptions set forth below, payment of Attorneys' Fees to any such additional counsel will be the responsibility of Attorneys and will not increase the total Attorneys' Fees to be paid by District. Appropriate costs and expenses incurred by any such additional counsel on District's behalf, however, will be chargeable to District on the same terms (set out in this Agreement) as costs and expenses incurred on District's behalf by Attorneys.
- b. In some instances, it may be necessary for Attorneys to retain special outside counsel to assist on matters other than prosecuting District's claim for damages. Examples of such instances include the following: a defendant may seek bankruptcy protection and District seeks bankruptcy counsel that affects District's claim; or a complex, group settlement may require an ethics opinion from outside counsel; or special action in probate court may be necessary. District understands that Attorneys do not specialize in these areas of the law and agrees that Attorneys may retain such special outside counsel to represent District when Attorneys deem such assistance to be reasonably necessary. District understands that the fees for such counsel will be deducted from District's share of the recovery.

9. REASONABLE FEE IF CONTINGENT FEE IS UNENFORCEABLE OR IF ATTORNEY IS DISCHARGED BEFORE ANY RECOVERY

In the event that the contingent fee portion of this agreement is determined to be unenforceable for any reason or the Attorneys are prevented from representing Client on a contingent fee basis, Client agrees to pay a reasonable fee for the services rendered. If the parties are unable to agree on a reasonable fee for the services rendered, Attorneys and Client agree that the fee will be determined by arbitration proceedings before a mutually agreed upon neutral affiliate with the Judicial Arbitration and Mediation Services (JAMS); in any event, Attorneys and Client agree that the fee determined by arbitration shall not exceed

thirty-three (33%) of the Gross Recovery as defined herein.

10. NO GENERAL FUND PAYMENTS

Notwithstanding any other provision in this Agreement, in no event will the Client be required to pay legal fees out of any fund other than the monies recovered from defendants in this litigation. Under no circumstances shall Client's own funds be obligated to satisfy the Attorneys' Fees as a result of the Action or this Agreement.

11. COSTS AND EXPENSES

In addition to paying Attorneys' Fees, Client shall reimburse Attorneys for all "costs/expenses," which include but is not limited to the following: process servers' fees, fees fixed by law or assessed by courts or other agencies, court reporters' fees, messenger and other delivery fees, parking, investigation expenses, consultants' fees, expert witness fees, travel expenses, and other similar items incurred by Attorneys. The costs/expenses incurred that Attorneys advance will be owed in addition to Attorneys' Fees and Client will reimburse those costs/expenses after Attorneys' Fees have been deducted, unless prohibited by law or Court rule. If there is no recovery, Client will not be required to reimburse Attorneys for costs/expenses. In the event a recovery is less than incurred costs/expenses, Client will not be required to reimburse Attorneys for any costs/expenses above and beyond the recovery.

12. SHARED EXPENSES

Client understands that Attorneys may incur certain expenses that jointly benefit multiple clients, including, for example, expenses for travel, experts, and copying. Client agrees that Attorneys shall divide such expenses equally, or pro rata, among such clients, and deduct Client's portion of those expenses from Client's share of any recovery.

13. DISBURSEMENT OF PROCEEDS TO CLIENT

- a. The proceeds of any settlement, judgment or recovery on District's behalf under the terms of this Agreement shall be disbursed to District as soon as reasonably practicable after receipt by Attorneys. At the time of disbursement of any proceeds recovered on District's behalf under the terms of this Agreement, District will be provided with a detailed disbursement sheet reflecting the method by which Attorneys' Fees have been calculated and the expenses of litigation which are due to Attorneys from such proceeds. Attorneys are authorized to retain out of any monies that may come into their hands by reason of its representation of District the fees, costs, expenses and disbursements to which they are entitled as determined in this Agreement.
- b. It is possible that payment to the Client by the adverse parties to the Action or their insurance carrier(s) or any third-party may be deferred, as in the case of an annuity, a structured settlement, or periodic payments. The Attorneys' Fees will be paid out of the initial payment if there are sufficient funds to satisfy the Attorneys' Fees. If there are insufficient funds to pay the Attorneys' Fees in full from the initial payment, the balance owed to Attorneys will be paid from subsequent payments to Client before there is any distribution to Client.

14. LIEN

In the event any third-party attempts to lien any proceeds recovered in this Action, Client hereby grants, and agrees, to the extent permitted by law or Court rule, that Attorneys hold a first priority and superior lien on any and all proceeds recovered from defendants in the Action in the amount of the Attorneys' Fees and costs that the Attorneys are entitled to under this Agreement. This lien right is limited to only those monies recovered from defendants and in no way affects any other rights of Client in any way whatsoever.

15. DURATION

This Agreement shall cover the period from date of execution until the termination of the Action or termination of the legal services rendered hereunder, whichever is sooner. This Agreement may be terminated by District upon at least 10-days' notice, and in the event of such termination, neither party shall have any further rights against the other, except that in the event of a recovery by District against the defendant(s) subsequent to termination, Attorneys shall have rights in the nature of quantum meruit to recover fees, costs and expenses reasonably allocable to its work prior to termination. In the event of termination of this Agreement for any reason, Attorneys shall immediately return to District all materials and documents of every kind and nature, including but not limited to District documents and computer disks, relating to this Agreement and the Action. Attorneys may withdraw as District's attorneys at any time if they determine, in their sole discretion, that District's claim lacks merit or that it is not worthwhile to pursue District's claim further.

16. DISCLAIMER OF GUARANTEE

Nothing in this Agreement and nothing in Attorneys' statements to Client will be construed as a promise or guarantee about the outcome of Client's matter. Attorneys make no such promises or guarantees. Attorneys' comments about the outcome of Client's matter are expressions of opinion only.

17. MULTIPLE REPRESENTATIONS

District understands that Attorneys do or may represent many other individuals/entities with actual or potential claims in the Action. Attorneys' representation of multiple claimants at the same time may create certain actual or potential conflicts of interest in that the interests and objectives of each client individually on certain issues are, or may become, inconsistent with the interests and objectives of the other. As attorneys, Attorneys are governed by specific rules and regulations relating to Attorneys' professional responsibility in Attorneys' representation of clients, and especially where conflicts of interest may arise from Attorneys' representation of multiple clients against the same or similar defendants, Attorneys are required to advise Attorneys' clients of any actual or potential conflicts of interest and obtain their informed written consent to Attorneys' representation when actual, present, or potential conflicts of interest exist. By signing this Agreement, the District is acknowledging that they have been advised of the potential conflicts of interest which may be or are associated with Attorneys' representation of District and other multiple claimants and that District nevertheless wants Attorneys to represent District, and that District consents to Attorneys' representation of others in connection with the Action. Attorneys strongly advise District, however, that District remains completely free to seek other legal advice at any time even after District signs this Agreement.

18. AGGREGATE SETTLEMENT

Often times in cases where Attorneys represent multiple clients in similar litigation, the opposing parties or defendants attempt to settle or otherwise resolve Attorneys' cases in a group or groups, by making a single settlement offer to settle a number of cases simultaneously. There exists a potential conflict of interest whenever attorneys represent multiple clients in a settlement of this type because it necessitates choices concerning the allocation of limited settlement amounts among the multiple clients. However, if all clients consent, a group settlement can be accomplished and a single offer can be fairly distributed among the clients by assigning settlement amounts based upon the strengths and weaknesses of each case, the relative nature, severity and extent of injuries, and individual case evaluations. In the event of a group or aggregate settlement proposal, Attorneys may implement a settlement program, overseen by a referee or special master, who may be appointed by a court, designed to ensure consistency and fairness for all claimants, and which will assign various settlement values and amounts to each client's case depending upon the facts and circumstances of each individual case. District authorizes Attorneys to enter into and engage in group settlement discussions and agreements which may include District's individual claims. Although District authorizes Attorneys to engage in such group settlement discussions and agreements,

District will still retain the right to approve, and Attorneys are required to obtain District's approval of, any settlement of District's case.

19. VALID PURPOSE

Client is advised that a suit brought solely to harass or to coerce a settlement may result in liability for malicious prosecution or abuse of process.

20. ENTIRE AGREEMENT

It is expressly agreed that this Agreement represents the entire agreement of the parties, that all previous understandings are merged in this Agreement, and that no modification of this Agreement shall be valid unless written and executed by both parties.

21. SEVERANCE CLAUSE

It is expressly agreed that if any term or provision of this Agreement, or the application thereof to any person or circumstance, shall be held invalid or unenforceable to any extent, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby; and every other term and provision of this Agreement shall be valid and shall be enforced to the fullest extent permitted by law.

22. COUNTERPARTS

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, and all of which, taken together, shall constitute one and the same instrument. Facsimile or PDF versions of this Agreement shall have the same force and effect as signature of the original.

The above is approved and agreed upon by all parties.

[SIGNATURE PAGE FOLLOWS]

ACKNOWLEDGMENT OF CLIENT

The undersigned agrees to the terms and provisions of this Attorney-Client Engagement Agreement.
Signature:
Print Name:
Print Title:
Print Date:
Print Name of School District: Marion Central School District (the "Client" or "District")
AUTHORIZED REPRESENTATIVE OF THE DISTRICT FOR THIS AGREEMENT (the "District Representative")
Print Name:
Print Title:
Print Phone Number:
Print Email:

ACKNOWLEDGMENT OF ATTORNEYS

The undersigned agrees to the terms and provisions of this Attorney-Client Engagement Agreement.

Dated:	Tom Cartmell, Esq. Wagstaff & Cartmell, LLP
Dated:	Joseph VanZandt, Esq. Beasley Allen Crow Methvin Portis & Miles, P.C.
Dated:	Kirk Goza, Esq. Goza & Honnold, LLC
Dated:	Joel Wright, Esq. Kirton McConkie PC
Dated:	Jeffrey Lewis, Esq.

SOCIAL MEDIA ADDICTION



NATIONAL SOCIAL MEDIA LITIGATION TEAM

OUR YOUTH ARE
FACING A
MENTAL HEALTH
CRISIS CAUSED BY
SOCIAL MEDIA
COMPANIES

Our nation's youth have become addicted to social media, resulting in a major mental health crisis.

WHO IS RESPONSIBLE?

Social media companies like Meta (Facebook and Instagram), Tik Tok, Snapchat and YouTube/Google.

Everything about these products—from inadequate age verification measures, insufficient parental controls, endless scrolling, constant notifications, and targeted algorithms—have been designed to addict teen and adolescent users.

These companies are fueled by their own greed and have put profits over the safety of our youth.

As a result, children across the country are suffering mental and physical harms.

NATIONAL SOCIAL MEDIA LITIGATION TEAM

This consortium was formed to work jointly on behalf of public entities in the investigation and prosecution of claims for damages arising out of negligence, public nuisance and other claims against social media companies like Meta (Facebook and Instagram), Tik Tok, Snapchat and YouTube/Google.

We are leaders in representing public entities in this type of litigation against major companies. Our law firms previously created the National JUUL Consortium, which collectively represented over 300 school districts and public entities that serve over 5 million students in litigation against the e-cigarette giant. We helped secure a substantial settlement agreement with JUUL that provides school districts across the country with meaningful compensation. We are now working with school districts and other government entities to hold social media companies accountable for the harms they've caused.

All the firms in our legal team are nationally recognized firms that have built a reputation on their ability and willingness to litigate complex disputes against some of the world's largest companies.

Large cases and powerful defendants are nothing new to us. We have fought and won cases against giants such as BP, Bayer, Volkswagen and Johnson & Johnson to name just a few.

We are committed to representing public entities, large and small, across the country. We will work to obtain just compensation for the mental health crisis and the costs imposed on public entities by irresponsible social media companies.

Members of our Consortium currently serve in key social media litigation leadership roles, including Co-Lead of the Judicial Council Coordination Proceedings (JCCP) in California state court, Plaintiffs' Steering Committee in the JCCP, and Plaintiffs' Leadership Committee in the Social Media Addiction/Personal Injury Product Liability multidistrict litigation (MDL) in federal court.

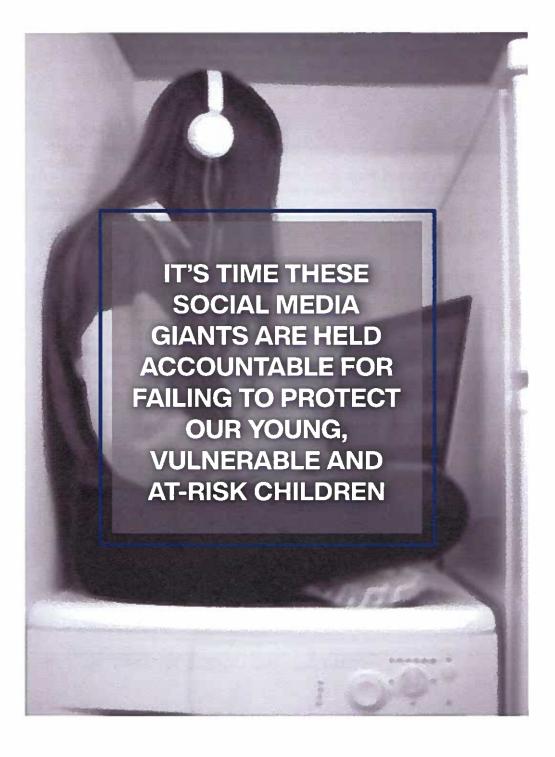
Together, our team will work with school districts across the nation as they seek to hold social media companies accountable for creating a youth mental health crisis caused by social media addiction.



Wagstaff & Cartmell







WHAT IS THE PROBLEM?

Social media companies like Meta (Facebook and Instagram), Tik Tok, Snapchat and YouTube/Google knowingly put young users in harm's way to generate billions of dollars in profit.

They adopted targeted algorithms to collect adolescent users' data unethically; used addictive psychological tactics to increase adolescent and teen usage; and feature inefficient controls to help parents exercise their rights and duties to monitor and limit their children's use.

As a result, our children are becoming addicted to social media, resulting in mental and physical injuries like anxiety, depression, eating disorders, body dysmorphia, suicidal ideation, self-harm, and even death.

TARGETED ALGORITHMS

Meta, Snap, TikTok and YouTube/ Google are considered to be some of the largest information technology companies in the world. Meta, for example, generated \$69.7 billion from advertising in 2019, more than 98% of its total revenue for the year.¹ In other words, Meta makes billions of dollars marketing its adolescent user base—along with detailed data on their likes and interests—to advertisers to increase its profits.

These companies use advanced computer rules and processes to collect and analyze users' data. This information is used to assemble virtual files on their users, covering hundreds if not thousands of user-specific data segments. This allows advertisers to tailor advertising and designate advertising dollars to very specific categories of adolescent users.

Many of these data segments are collected by social media companies, scrutinizing each adolescent user's activity on and off the products. Youth users are not even aware of such behavioral surveillance, like navigation paths, watch time and hover time.

The larger a social media product's user database grows, the more time users spend on the database. The more detailed information the product can extract from its users, the more money it makes.

https://www.cnn.com/2020/06/30/tech/facebook-ad-business-boycott/index.html

DESIGNED TO BE ADDICTIVE

Today's adolescents are the first generation of consumers to have grown up primarily in the digital era. They have come of age alongside social media products and massive tech companies.

According to the Pew Research Center, 92% of U.S. teens are active on social media,² with Facebook, Instagram, Tik Tok, Snapchat and YouTube/Google dominating. The research found that nearly half the teens surveyed (46%) said they are online "almost constantly"³ and 62% of 13- to 18-year-olds use social media daily.⁴

Products like Facebook, Instagram, Snapchat, TikTok, and YouTube use email, text alerts and push notifications to inform users when they receive "likes" or "mentions." When someone posts on social media and receives positive feedback, the brain releases dopamine, the body's "feel-good" hormone, rewarding the behavior. These products also contain addictive algorithms that are meticulously designed to hook adolescent users into a cycle of habitual use.

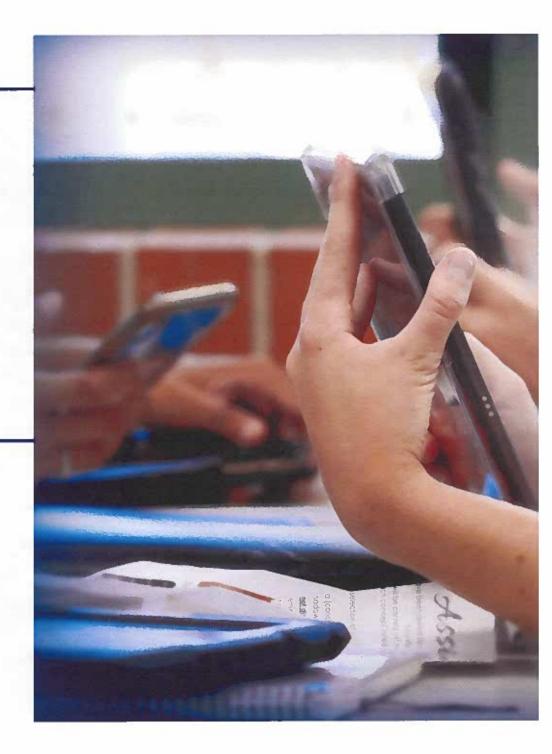
A similar brain conditioning occurs with addictive drugs. Like alcohol or drugs, people can become addicted to social media.

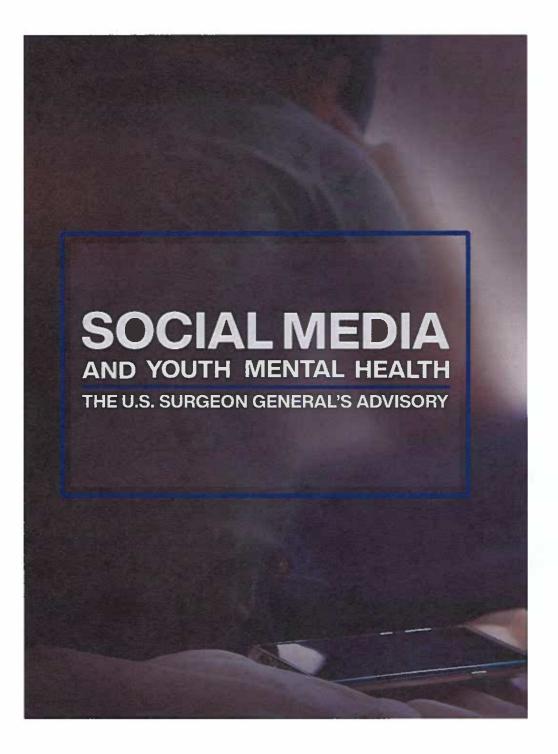
FAILURE TO PROTECT

These social media companies use ineffective age verification measures, easily allowing children to access their products. Parents are essentially defenseless against the tactics of these companies. These products have features that prevent parents from monitoring and limiting children's use.

In April 2021, former Facebook employee Frances Haugen revealed that the company had detailed knowledge of its negative impact on young users' mental health. Facebook and Instagram hid information from the public, driving teens' interest in their products to increase their profit and refusing to take steps to prevent harm.

- ² https://www.aap.org/en/patient-care/mental-health-minute/social-media-and-adolescent-mental-health/
- 3 https://www.pewresearch.org/internet/2022/08/10/teens-social-media-and-technology-2022/
- 4 https://www.commonsensemedia.org/sites/default/files/research/report/8-18-census-integrated-report-final-web_0.pdf
- 6 https://sitn.hms.harvard.edu/flash/2018/dopamine-smartphones-battle-time/





The Surgeon General's Report on Social Media and Youth

On May 23, 2023, U.S. Surgeon General Dr. Vivek H. Murthy issued a public advisory warning of the risks of social media use to young people. In a 19-page report, Dr. Murthy noted, "there are ample indicators that social media can ... have a profound risk of harm to the mental health and well-being of children and adolescents."

The advisory warned that social media platforms are often designed to maximize user engagement, which encourages "excessive use and behavioral dysregulation." As of 2021, eighth and 10th graders now spend an average of 3.5 hours per day on social media. The advisory cited research that found adolescents who spent more than three hours per day on social media faced double the risk of experiencing poor mental health outcomes, including symptoms of depression and anxiety. This amount of social media exposure can "perpetuate body dissatisfaction, disordered eating behaviors, social comparison, and low self-esteem, especially amongst adolescent girls."

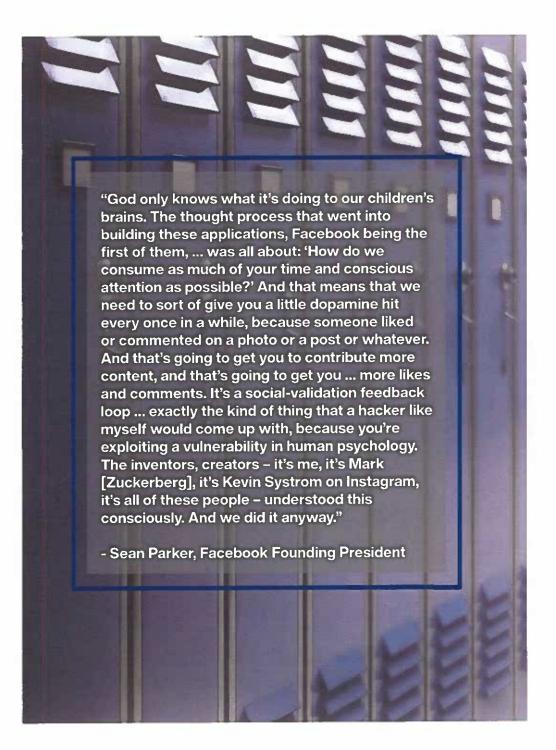
Excessive and problematic social media use, such as compulsive or uncontrollable use, has also been linked to sleep problems, attention problems, and feelings of exclusion among adolescents. The advisory warned that this frequent and problematic social media use can result in changes to adolescents' brain structure, similar to changes seen in individuals with substance use or gambling addiction.

The surgeon general cautioned, "At a moment when we are experiencing a national youth mental health crisis, now is the time to act swiftly and decisively to protect children and adolescents from risk of harm." He called on policymakers, tech companies, researchers, and parents to "urgently take action" to protect youth against these potential risks.

www.wagstaffcartmell.com

816.701.1100

ipkieffer@wcllp.com



THE LAWSUITS

Social media has invaded school districts across the nation and placed severe burdens on school administrators as they work to find ways to educate students on the dangers of social media addiction and keep it from disrupting the learning environment. Social media addiction and the resulting mental health crisis have forced schools to:

- Hire additional mental health professionals
- Develop lesson plans on social media harms
- Provide more training for educators, staff and the community
- Address property damage caused by mentally anguished students
- Increase disciplinary measures
- Address bullying, harassment and threats
- Confiscate electronic devices
- Notify parents and guardians of students' behavioral issues and attendance
- Investigate and respond to threats made over social media
- Update student handbooks and school policies

Many schools have diverted educational resources to crack down on the mental health crisis caused by social media addiction. School districts already have limited funds and should not have to allocate budget money for educational campaigns, prevention and treatment of social media harms. The mental heath issues students face include:

- Anxiety
- Depression
- Eating disorders (anorexia, bulimia, binge eating, etc.)
- Body dysmorphia (obsessive focus on a perceived flaw in appearance)
- ADD/ADHD
- Lack of focus, inability to concentrate
- · Self-harm, thoughts of self-harm
- Suicide, attempted suicide, suicide ideation

The law affords school districts the opportunity to hold social media companies responsible for the damage they cause to our children.

www.wagstaffcartmell.com

816.701.1100

jpkieffer@wcllp.com

Social media companies can be held responsible for past and future expenses for school districts dealing with the effects of their students' social media addictions.

The lawsuits against social media companies request damages to provide relief from the districts' financial losses as a result of arranging outreach and education programs regarding social media harms and hiring additional mental health professionals. The lawsuits also seek an abatement remedy to combat our youth's mental health crisis due to social media addiction.

School districts do not have to pay anything upfront. The law firms handling the cases will front the expenses in the litigation. The school districts would only be required to pay expenses if the law firms obtain a recovery on the school districts' behalf. If the action is not successful, no legal fees are owed.

Many districts across the nation are struggling to protect their students from the mental and physical injuries caused by social media addiction.

Social media companies must be held accountable for creating this widespread mental health crisis among our youth.



TY/Y

Founded in 1997 when Tom Wagstaff and Tom Cartmell left a large Kansas City firm to form a

Wagstaff & Cartmell boutique, the original vision of Wagstaff and Cartmell was to be a premier trial firm representing both plaintiffs and defendants in complex cases.

Now with 33 attorneys and over 40 supporting staff members, the firm's lawyers appear in cases nationwide, including in multidistrict litigation, class actions, and mass tort cases. The firm has lawyers licensed in California, Missouri, Kansas, Colorado, Utah, the District of Columbia, and numerous federal district and appellate courts, including the U.S. Supreme Court.

Wagstaff & Cartmell attorneys have frequently been appointed to senior leadership positions in national multidistrict litigation, state court consolidations, and class actions. In multidistrict litigation against social media companies, the firm represents dozens of adolescents in numerous states across the nation. Tom and Jon have been extensively involved in the social media litigation from the outset, including serving on the JCCP Plaintiffs' Steering Committee.



Tom Cartmell



Jon Kieffer

www.wagstaffcartmell.com

816.701.1100

jpkieffer@wcllp.com



Founded in 1979, Beasley Allen Law Firm is a leader in complex plaintiff litigation nationwide. We work with attorneys and clients across the country and have offices located in Atlanta, Georgia, Dallas, Texas, Mobile, Alabama, and Montgomery, Alabama.

Our award-winning attorneys live by our creed of "helping those who need it most."

Beasley Allen lawyers currently hold key leadership in the social media litigation, including being appointed as Co-Lead of the JCCP in California state court and on the Plaintiffs' Leadership Committee in the Social Media Addition/Personal Injury Product Liability MDL.

Joseph VanZandt served on the Plaintiffs' Steering Committee in the national JUUL MDL. He was recognized as a Business Insider "Rising Star of the Courtroom: 15 Great Litigators of the Future" in 2022 and a Law360 Rising Star in 2020. He was also selected to the Super Lawyers "Rising Stars" list in 2021 and 2022 and to the National Trial Lawyers Association's Top 40 Under 40 for Civil Plaintiffs in 2019.

Davis Vaughn was heavily involved in the national JUUL MDL, assisting the Trial, Law & Briefing, Bellwether, Expert, and Discovery Committees with all aspects of case workup, discovery, and trial preparation. He is a member of the Alabama State Bar and American Association for Justice. Davis was selected to the National Trial Lawyers Association's Top 40 Under 40 for Civil Plaintiffs in 2022.



Joseph VanZandt



Davis Vaughn

gozahonnold

Kirk is a Fellow in the American College of Trial Lawyers, a member of the American Board of Trial Advocates, and a Fellow in the International Academy of Trial Lawyers.

Brad has served in numerous leadership positions on a number of successful MDLs. Brad served on the Plaintiffs' Steering Committee of the JUUL MDL.

Kirk and Brad have been extensively involved in the social media litigation from the outset, including serving on the JCCP Plaintiffs' Steering Committee.



Kirk Goza



Bradley Honnold

www.wagstaffcartmell.com

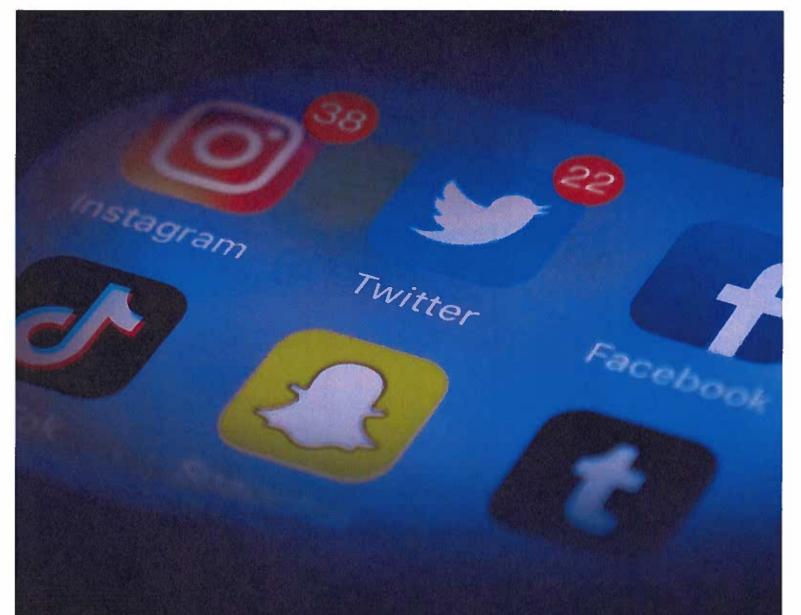
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FOR MORE INFORMATION:

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Wagstaff & Cartmell

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One of our dedicated lawyers will personally meet with you to review your case, for free.

Social Media School District Litigation: Introduction and Frequently Asked Questions

Social media companies, like Facebook, Instagram, TikTok, Snapchat, and YouTube, have infiltrated our communities and become a fixture in the lives of our children. These social media products have become ubiquitous — we see children constantly using these products in our homes and in our schools. National surveys show that a significant percentage of high school and middle school students regularly use social media, often to the point of developing severe addiction to the products. Our investigation has revealed that social media companies engaged in deceptive practices by designing and promoting their products to attract and addict children. Everything about these products—from inadequate age verification measures, insufficient parental controls, endless scrolling, constant notifications, and targeted algorithms—have been designed to addict teen and adolescent users.

Due to the conduct of these social media companies, a new generation of children are suffering from addiction and other related mental health issues, which has uniquely impacted schools and forced them to incur a multitude of costs to address this problem. With schools now facing the challenge to remedy and abate the situation, Wagstaff Cartmell has teamed up with a national coalition of firms to represent school districts and public entities combatting the youth mental health crisis, caused by social media companies. The national law firm coalition includes:

- Wagstaff & Cartmell Kansas City (www.wagstaffcartmell.com)
- Beasley Allen Atlanta | Montgomery | Dallas | Mobile (www.beasleyallen.com)
- Goza & Honnold Kansas City (www.gohonlaw.com)

Each of these firms are committed to protecting public health and have built reputations on their ability and willingness to litigate complex disputes, against some of the world's largest companies. Currently, members from each of these firms serve in key court-appointed leadership roles in the national litigation against JUUL, the e-cigarette manufacturer responsible for creating a youth vaping epidemic among school campuses. We were successful in our pursuit to hold JUUL accountable, as JUUL recently entered into a substantial settlement agreement to compensate school districts and help abate the problems caused by the e-cigarette epidemic.

Our firms similarly believe that social media companies should be held accountable for the mental health crisis impacting our nation's youth. We welcome the opportunity to discuss these important issues with your organization and its members, and hope that you will consider joining this effort on behalf of public education and the welfare of our children. Below, we have provided responses to some frequently asked questions. If you have additional questions or would like additional information, please contact Jon Kieffer or Austin Brane via email at ipkieffer@wcllp.com and abrane@wcllp.com or by phone at 816-701-1100.

Frequently Asked Questions

How will filing a lawsuit against social media companies benefit your school district?

Suing social media companies gives school districts the opportunity to recover financial reimbursement for the expenses the districts have incurred because of the youth mental health crisis. Some schools have spent thousands of dollars, countless hours, and other precious resources to implement or adjust their methods of policing, discipline, and helping addicted students who constantly use social media products on school property. Even if your school district has not expended substantial funds to deal with this problem, investigating claims and potentially filing a lawsuit can help a school obtain future damages to fund necessary steps to deal with the social media-caused mental health crisis in your schools.

Beyond the opportunity for financial recovery, school district participation in this litigation is critical. Social media companies have targeted our children with addictive and harmful products that feature no warnings or instructions for safe usage. School districts have been especially impacted and are in a unique position to take a stand against this conduct. School districts joining this litigation will play a pivotal role in holding social media companies accountable and sending the message to these companies that profits should not be gained at the expense of children's health and safety. We believe social media companies should pay and provide schools with resources to fight this mental health crisis on the front lines.

What are the financial costs/risks for school districts participating in this litigation?

Wagstaff Cartmell works on a contingency fee basis, meaning school districts are not required to pay any legal fees or expenses unless, and until, Wagstaff Cartmell recovers compensation on behalf of the school district. Wagstaff Cartmell will front all expenses associated with pursuing a claim. If Wagstaff Cartmell recovers compensation on behalf of the school district, Wagstaff Cartmell will be reimbursed for expenses out of the amount of the recovery. If the case is not successful - meaning that the school district does not recover compensation for its claim – the school district will not owe Wagstaff Cartmell for any legal fees or expenses.

What legal claims do school districts have against social media companies?

Cases against social media companies involving school districts are based on a cause of action known as "public nuisance." Public nuisance claims allow both government and private entities to hold companies liable for unique damages incurred as a result of the companies' conduct. This cause of action has been successfully utilized by government and private entities to redress several similar public health epidemics, most notably the JUUL e-cigarette epidemic, current opioid crisis, and the original tobacco litigation in the 90s. Social media companies have caused a youth mental health crisis that has significantly impacted schools. Utilizing the public nuisance liability theory allows school districts to hold social media companies accountable for its conduct and the damage caused.

Where will the litigation take place and how will it proceed?

Hundreds of personal injury lawsuits have been filed in federal courts against social media companies by individuals and school districts. Because several of the social media companies are headquartered in California, there is also an active California consolidated state court litigation called the "JCCP", which contains additional lawsuits against these companies. The federal court system has consolidated the cases in a Multi-District Litigation ("MDL") in front of Judge Yvonne Gonzalez Rogers in the Northern District of California (Oakland Division). Judge Gonzalez Rogers will manage discovery, pre-trial briefing, and other issues common to all cases. Judge Gonzalez Rogers may also try several test, or "bellwether," cases in the MDL. Once the MDL work is complete, each case will be sent back to a federal district court in the school district's state for individual trials, unless there is pre-trial settlement.

Wagstaff and Cartmell lawyer Tom Cartmell has been appointed to the Plaintiff Steering Committee in the JCCP. Tom Cartmell and Wagstaff Cartmell lawyer Jon Kieffer have been appointed to multiple committees, including discovery and expert witness committees. In this capacity, Wagstaff Cartmell and its lawyers are uniquely situated to help guide and prosecute school district lawsuits against these social media companies.

How much of the school district's time and resources will be required?

This is difficult to predict with certainty, but we anticipate minimal inconvenience and interruption. We understand that your school administrators are extremely busy, so we vow to do everything we can to make this process as efficient as possible. Because your district's case would be consolidated in the MDL for pre-trial coordination, most of the litigation efforts will focus on issues common to all litigants. There will be some case-specific discovery in the MDL, but that would be mostly in the form of written discovery and document production. Within 2-3 months of filing a case, a school district would complete a written "Plaintiff Fact Sheet" and would provide basic supporting documentation to gather basic information about the school's claim. We will work with school district administrators to obtain the necessary information and documents as efficiently and conveniently as possible.

If a school district's case is selected for trial, more in-depth discovery would occur in the form of depositions of key administrators. However, given the expected large number of cases filed in MDL, the number of cases selected for more in-depth discovery and trials is usually relatively small.

RESOLUTION AUTHORIZING LITIGATION AGAINST SOCIAL MEDIA COMPANIES

WHEREAS, the Surgeon General of the United States Public Health Service has issued an Advisory on Social Media and Youth Mental Health which:

- "calls attention to the growing concerns about the effects of social media on youth mental health;"
- emphasized that "now is the time to act swiftly and decisively to protect children and adolescents from risk of harm;"
- "[t]he onus of mitigating the potential harms of social media should not be placed solely on the shoulders of parents and caregivers;" and
- "[t]echnology companies play a central role and have a fundamental responsibility in designing a safe online environment and in preventing, minimizing, and addressing the risks associated with social media."

WHEREAS, the Surgeon General of the United States Public Health Service has further concluded that:

- "Social media use by youth is nearly universal. Up to 95% of youth ages 13-17 report using a social media platform, with more than a third saying they use social media 'almost constantly."
- "nearly 40% of children ages 8-12 use social media;"
- "in early adolescence ... brain development is especially susceptible to social pressures, peer opinions, and peer comparison;"
- "[s]ocial media may ... perpetuate body dissatisfaction, disordered eating behaviors, social comparison, and low self-esteem, especially among adolescent girls;"
- "[i]n a nationally representative survey of girls aged 11-15, one-third or more say they feel 'addicted' to a social media platform;"
- "[o]ver half of teenagers report that it would be hard to give up social media;" and
- [t]here is a consistent relationship between excessive social media use "depression among youth."

WHEREAS, the Surgeon General of the United States Public Health Service has specifically urged that it is "urgent that we take action."

WHEREAS, it has been reported that students, "[m]ore than ever, were glued to [their cellphones] during class."

WHEREAS, it has been reported that "a growing number of educators ... find themselves on the front lines of a fight to change how students use social media" and "there was been a push for more schools to ... develop programs to help educate students on the dangers of social media."

WHEREAS, the Marion Central School District (the "School District") has and continues to experience significant problems with student use of social media, which use, among other things: (i) has created a substantial and ongoing interruption of and disturbance to its educational mission; (ii) has resulted in the diversion of substantial resources in an attempt to abate and prevent such use and its results harms; and (iii) poses a significant risk to the health and well-being of its students; and

WHEREAS, the School District is a leader in education excellence whose faculty and administrators care deeply about the education and well-being of its students;

NOW, THEREFORE, BE IT RESOLVED BY THE SCHOOL DISTRICT:

That the Board of Education authorizes the law firm of Wagstaff & Cartmell, LLP and Ferrara Fiorenza PC to initiate litigation and file suit against any appropriate parties to seek compensation to the School District for damages suffered by the School District and its students as a result of the development, operation, and marketing of social media platforms, and to seek any other appropriate relief. The School District hereby authorizes its Superintendent of Schools or their designee to sign all appropriate documents and fee agreements on behalf of the School District.

Adopted this day of	
	Board of Education Representative(s)

REVENUES		2022-2023	2023-2024
	2021-2022		

REVENUES			2021-2022				2022-2023				2023-2024		
	ı	PROPOSED BUDGET	ADJUSTED + OR -	FINAL AUDITED		PROPOSED BUDGET	ADJUSTED + OR -	CURRENT PROJECTION	F	PROPOSED BUDGET	ADJUSTED + OR -	_	URRENT OJECTION
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CHARGES FOR SERVICES		5,000	33,271	38,271	10	5,000	75,698	80,698	Ì	5,000	-		5,000
USE OF MONEY & PROPERTY		5,000	20,031	25,031	i	5,000	325,382	330,382		45,000	-		45,000
SALE OF PROP/COMP-LOSS		-	20,548	20,548	1		40,800	40,800		•			11
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PUBLIC EXCESS COST AID (SWD)		237,396	1,461,266	1,698,662	-	198,369	1,602,709	1,801,078		112,745 292,825			292,825
PRI EXCESS COST AID -		135,353	103,181	238,534	1	244,992	63,243	308,235	I	292 023			292,023
TRADEWINDS - CRP		4 400 404	(00.440)	4 000 000		1,100,251	(48,753)	1,051,498	1	1,051,592	52		1,051,592
BOCES AID		1, 1 20, 40 1	(26,412)	1,093,989	!	1,100,231	(40,155)	1,001,450	1	1,001,002			52,477
TEXTBOOK AID SOFTWARE AID		49,759		49,759	1	52,101	(381)	51,720	l I	52,477			-
LIBRARY MATERIALS AID		10,100		10,100	1		,		İ				
COMPUTER HARDWARE & TECHNOLOGY		11,237	1	11,238	i I	11,679	(144)	11,535	İ	11,767	19		11,767
UNIVERSAL PRE-K		11,20	,	77,200	'	122	, ,						
HOMELESS AID		•	66,873	66,873		-	144,432	144,432			-		
TOTAL STATE AID	\$	13,116,014	\$ 196,218 \$	13,312,232	 S	12,663,803	\$ 208,803	\$ 12,872,606	s	14,185,000	\$ -	s	14,185,000
FEDERAL FISCAL STABILIZATION GRANT	•	10,110,014	100,210	10,012,202	1 *	12,000,000			1000	01/18/10/05/10/0			
TOTAL STATE AID ALL SOURCES CARES GEER & ESSER					É				Ĺ				
FEDERAL/MEDICAID		40,000	3,921	43,921	107	15,000	40,936	55,936	Ť	15,000	-		15,000
INTERFUND TRANSFER			20,956	20,955	i		275	275	Ī				
TOTAL REVENUE	\$	20,504,893	\$ 458,282 \$	20,963,177	\$	20,205,161	\$ 934,718	\$ 21 (39.879)	\$	21,933,555	\$ -	s	21,933,555
USE OF FUND BALANCE		_			L	_			 				
					10				1				
APPROPRIATED FUND BALANCE		585,397	72.1	585,397	E	818,934		818,934	1	753,745	-		753,745
APPROP USE OF EPC RESERVES					L	-	***	*	1	-	202		25
APPROP USE OF 4.8 RESERVES		-			L	57/	*	25	1				20
APPROPRIATED USE OF 2.3 RESERVES			100		1	200 000		200.000	1				*
APPROPRIATED USE OF RESTRICTED FUNDS			25-21		100	200,000		200,000	1				3
APPROPUSE OF 11.595 RESERVES				- 7	65		8	- 1	1	9			33
APPROP USE OF EXCEL RESERVES		(5)		-		-	,	-					
TOTAL BUDGET	\$	21,090,290	\$ 458,282 \$	21,548,574	\$	21,224,095	\$ 934,718	\$ 22,158,813	j \$	22,687,300	s 👊	\$	22,687,300

EXPENDITURES		2021-2022				2022-2023			2023-2024	
BUDGET AREA	NET BUDGET	AUDITED EXPENSE	AUDITED BALANCE	ļ	NET BUDGET	PROJECTED EXPENSE	PROJECTED BALANCE	PROPOSED BUDGET	PROJECTED EXPENSE	PROJECTED BALANCE
GENERAL SUPPORT	2,563,935	2,314,329	249,607	1	2,794,555	2,493,258	301,297	2,594,555	2,390,096	204,459
INSTRUCTION	10 349 752	9,933,000	416,752	Ť	10,782,350	9,942,183	840,167	10,975,415	10,833,226	142,189
TRANSPORTATION	1,038,800	991,646	47,154	i i	1,039,790	1,046,664	(6,874)	1 177.140	1,088,331	88,809
COMMUNITY SERVICES	3,000	230	2,770		3,000	1,140	1,860	3,000	2,000	1,000
UNDISTRIBUTED	7,081,563	6,203,824	877,739	7	6,559,000	5,405,358	1,153,642	7,797,190	7,380,846	416,344
INTERFUND TRANSFERS	545,177	545,013	164	i	525,000	473,921	51,079	140,000	140,000	19
CAPITAL OUTLAY	5-13,177	0,0,0	,,,,	'	020,000	,		,		
CAPITAL OUTERT				1	******************				**********	
TOTAL APPROP/EXPENSE/BAL	21,582,227	19,988,040	1,594,186	į	21,703,695	19,362,524	2,341,172	22,687,300	21,834,500	852,800
TOTAL APPROP/EXPENSE/BAL	21,582,227	19,988,040	\$1,594,187	ţ	21,703,695	19,362,524	\$2,341,172	22,687,300	21,834,500	\$852,800
PERCENT UNSPENT BUD APPROP	-6.39%	10,000,040	01,001,101	1	0.56%	,	020 5	4.34%		
TRANSFER TO CAPITAL FUND	-0.55%				0.00					
TRANSPER TO CAPITAL FORD				1				j		
FUND BALANCE		2021-2022		i		2022-2023		1 1	2023-2024	
BEGINNING TOTAL FUND BAL			\$ 8,800,833	į e	,		\$ 9,775,969			11,553,325
ADD REVENUES			20,963,177	i			21,139,879			21,933,555
RESERVE EQUITY TRANSFER				ri.						
HEORIGE ENGLIS STREET,				T				İ	25	00.400.000
SUB-TOTAL			29,764,010	1			30,915,849	1		33,486,880
SUBTRACT EXPENDITURES			(19,988,040)				(19,362,524)	4		(21,834,500)
SUBTRACT TRANSFER TO CP								0.1		
PRIOR PERIOD ADJUSTMENT			-	ļ						
			\$ 9,775,969				\$ 11,553,325			11,652,380
ENDING TOTAL FUND BALANCE		402,553	\$ 9,775,909			405000	11,000,000			
Non Spendable - Prepaid Expenditures		402,333	(402,553)	1		403000	-405000	Si .		
RESTRICTED		83,388	(402,000)	1		85,888	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	3	85,255	
- Unemployment Insurance 6/24/1991	0	678,306				321,306			319,513	
- 2010 Bus Purchase Capital Reserve 5/18/2010 • 10 YRS - \$3,000,00	U	1.843.475		1		1,699,475		Si .	2,104,322	
- Retirement Contribution 8/23/2010		904,661		1		896 661		4	1,099,518	
- Employee Benefit Accrued Liability 8/23/2010		450,646		1		463,426			510,026	
- Worker's Comp Reserve		94,600		1		204_114		ii .	12	
- Reserve for Encumbrances		8,772		1		9.047		3!	8,960	
- Legal Liability Reserve - 2018 Reserve for Capital 05/15/18 10 yrs - \$5,000,000		2,411,229		1		2,476,229		1	2,863,854	
- 2019 Capital for Bus 5/21/18 10 yrs - \$5,000,000		1,230,441				1,266,441		i	1,856,555	
TOTAL RESTRICTED RESERVE FUNDS		\$ 7,705,519		1		\$ 9,422,587		i i	\$ 8,848,003	
TOTAL RESIRED RESERVE FORDS		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	(7,705,519)	į			(9,422,587)	1		(8,848,003)
UNRESERVED FUND BALANCE			\$ 1,667,898	i			\$ 1,725,738	i i		\$ 2,804,377
ASSIGNED/APPROPRIATED FUND BALANCE			,50,100	•			99	95		
- RESERVE FOR ENCUMBRANCES				1				1	192	730
- DESIGNATED TO REDUCE TAXES		ी	(818,934)	i			(753,745)	i		-
UNASSIGNED				1				1	-	
UNASSIGNED FUND BALANCE		ſ	\$ 848,964	i		Γ	\$ 971,993	1	5	2,804,377
	Projected Una	assigned 4%	\$ 848,964	,	Projected Una	ssigned 4%	\$ 907,492	.00	_	

MARION CENTRAL SCHOOL

4034 Warner Road, Marion, NY 14505

Organizational Board of Education Meeting

July 10, 2023 - 6:00 PM

Jr.-Sr. High School Library

BOARD MEMBERS PRESENT:

M. Kuelling, R. Marshall, J. Monroe, J. Reesor, A. Taber

ADMINISTRATORS PRESENT:

E. Lloyd, R. Walker

GUESTS:

See guest register.

A1. CALL TO ORDER

Superintendent Ellen Lloyd called the Organizational Meeting of the Marion Central School Board of Education for the 2023-2024 school year to order at 6:04 P.M. following a public hearing on the comprehensive safety plan and code of conduct.

A4. APPROVAL OF AGENDA

Motion by Mrs. Kuelling, seconded by Ms. Taber, and unanimously carried the following resolution: BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools and pursuant to Education Law, approves the agenda of July 10, 2023 meeting with the addition of item #29 to the consent agenda – approval of Emily Johnson and Amy Kellerhouse for the Jr-Sr High School MTSS Coordinators position (2-.5) and Abby Cantello and Melissa Walker for the Elementary MTSS Coordinator position (2-.5); shared stipend of \$2,500 per building. (FY 23/24 July #1) 5-0-0

B1. ELECTION OF PRESIDENT

Dr. Lloyd called for nominations for the Office of President of the Board of Education. Mrs. Kuelling nominated Mr. Marshall, which was seconded by Mr. Monroe. No other nominations were received. Mr. Marshall is elected President of the Board of Education for this District for the 2023-2024 school year by a unanimous vote.

B2. ELECTION OF VICE-PRES

Mr. Marshall called for nominations for the Office of Vice-President of the Board of Education. Mr. Monroe nominated Mrs. Kuelling which was seconded by Ms. Taber. No other nominations were received. Mrs. Kuelling is elected Vice-President of the Board of Education for this District for the 2023-2024 school year by a unanimous vote.

B3. ADMINISTER OATH

Mrs. Nadine Mitchell, District Clerk, administered the Oath of Faithful Performance in Office to the Board officers.

C. EXECUTIVE SESSION

Motion by Mr. Reesor, seconded by Mr. Monroe, and unanimously carried by Board members present, BE IT RESOLVED, that upon recommendation of the Superintendent of Schools and pursuant to Education Law, that the Board of Education adjourn to Executive Session for the specific purposes of discussing CSEA collective bargaining agreement negotiations and the work history of a particular employee.

The Board of Education entered into Executive Session at 6:15 PM.

The Board of Education returned to Open Session at 6:28.

D. PERSONNEL – PROBATIONARY APPOINTMENTS

D1. APPROVE PROB APPT.

Motion by Mrs. Kuelling, seconded by Mr. Reesor, and unanimously carried by Board members present the following resolution: BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools and pursuant to Education Law, approves the three-year probationary appointment of Anthony Porpora, Jr. as 1.00 FTE Special Education Teacher, in the academic tenure area of Students with Disabilities, effective date 09/01/2023 through 6/30/2026 or sooner upon termination by the board. This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3014 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least two (2) of the three (3) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time. (FY 23/24 July #1) 5-0-0

E. CONSENT AGENDA

Motion by Ms. Taber, seconded by Mrs. Kuelling, and unanimously carried the following resolutions: 5-0-0

E1. APPOINTMENT OF OFFICERS

BE IT RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools and pursuant to Education Law, appoints the following officers for the school year: (FY 23/24 July #1)

- a) Appointment of District Clerk Nadine Mitchell- stipend of \$5,200
- b) Appointment of District Clerk "Pro Tem" Lisa Levan \$100/meeting fee
- c) Appointment of District Treasurer Mark Socola
- d) Appointment of Deputy Treasurer Phyllis Moore

- e) Appointment of Tax Collector Kim Wemesfelder stipend of \$2,000.00
- f) Appointment of Internal Claims Auditor-Kim Wemesfelderstipend of \$2,600.00 with Lisa Levan as Deputy
- g) Appointment of Records Management Officer Lisa Levan

E2. OTHER APPOINTMENTS

BE IT RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools and pursuant to Education Law, makes the following appointments for the school year: (FY 23/24 July #1)

- a) School Physician Eliza Weis
- b) School Attorney Ferrara Fiorenza PC, Harris Beach PLLC and Barclay Damon LLP
- c) Independent Auditor Mengel, Metzger, Barr & Co., LLP (MMB)
- d) School Architects SEI Design
- e) Financial Advisors Bernard P. Donegan, Inc.
- f) Records Access Officer Richard Walker
- g) Asbestos (LEA) Designee Thomas Nortier
- h) Purchasing Agent Richard Walker with Lisa Levan as Deputy
- District Committee on CPSE/CSE and Subcommittee
 Chairpersons Appoint the Representatives on the attached list
 to these Committees Subcommittee Chairpersons to appoint
 Elementary: Jennifer Rosa; Middle School: Melissa Walker;
 Jr.-Sr. High School: Ashley Maynard
- j) Compliance Hearing Officer Richard Walker
- k) Liaison for Homeless Children & Youth Nikki Miller
- 1) Chemical Hygiene Officer Michelle Williams
- m) Title IX/Section 504/ADA Compliance Officer Richard Walker
- n) Attendance Supervisor Shane Dehn
- o) Appointment of Medicaid Compliance Officer Nikki Miller
- p) Appointment of Dignity Act Coordinators Casey Steiner and Shane Dehn
- q) Appointment of Central Treasurer (Extra-Classroom Activities and Scholarships) Kim VanHall- stipend of \$2,600.00
- r) Appointment of Richard Walker as the FLASHP Representative
- s) Appointment of Eliza Weis as the Director of School Health Services stipend of \$2,500.00
- t) Appointment of Impartial Hearing Officers on the Impartial Hearing Officer Rotational List from the New York State Education Department Impartial Hearing Reporting System.
- u) Pursuant to Section 200.5(j)(3) of the Regulations of the Commissioner of Education, the Board of Education hereby appoints each of the following Board members to make appointment of the Impartial Hearing Officer when a special education impartial hearing is requested or initiated under Part

200 of the Regulations of the Commissioner of Education, each such individual empowered to act alone – President of the Board of Education; Vice President of the Board of Education.

E3. DESIGNATIONS

BE IT RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools and pursuant to Education Law, makes the following designations for the 2023-2024 school year: (FY 23/24 July #1)

- a) Official Designatories for Deposit and Investment JP Morgan Chase
- b) Official Newspapers The Times of Wayne County and the Finger Lakes Times.

E4. AUTHORIZATIONS

BE IT RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools and pursuant to Education Law, authorizes the following for the 2023-2024 school year: (FY 23/24 July #1)

- a) Superintendent or in his absence the Director of Finance to certify payrolls; and Sarah Tyler to Certify Payrolls for Wayne County Civil Service
- b) Superintendent to approve attendance at conferences, conventions and workshops with expenses
- c) Designation of the Treasurer's Signature on all School District Checks Mark Socola
- d) Superintendent to apply for grants in aid
- e) Superintendent to award bids, issue purchase orders and pay for duly receipted goods as necessary during July and August and at other times between Board of Education meetings with reports to follow
- f) Superintendent to offer positions as necessary during July and August and at other times between Board of Education meetings
- g) Superintendent to lease buses as necessary to or from area school districts according to Transportation Cooperative Agreement
- h) Superintendent to approve adjustments to individual school tax bills as directed by the Director of the Office of Real Property Services for Wayne County
- i) Superintendent to allow both Principals to suspend Students out of school, and from bus transportation for up to five days according to Board of Education Policy
- j) Superintendent to make budget transfers according to Board of Education Policy

E5. OFFICIAL UNDERTAKINGS

BE IT RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools and pursuant to Education Law, authorizes the following Official Undertakings for the school year: (FY 23/24 July #1)

- a) District Clerk in the amount of \$100,000
- b) District Treasurer in the amount of \$1,000,000
- c) Deputy Treasurer in the amount of \$100,000
- d) District Tax Collector in the amount of \$1,000,000
- e) Internal Claims Auditor in the amount of \$100,000

E6. OTHER PAYMENTS

BE IT RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools and pursuant to Education Law, authorizes the following payments for the 2023-2024 school year: (FY 23/24 July #1)

a) Miscellaneous Payments:

Camp Stella Maris Stipend \$200/staff member Cell Phone Stipend (Admin.) \$300/Year; Sr. Computer Technology Assistant \$200/year Building Check Stipend (Maintenance Mechanic) \$2,650.00/year MESH Advisor \$100/semester

- b) Consortium Secretary Kim Wemesfelder \$2,500.00 (split between Consortium Districts)
- c) Athletic Director Lori DeLyser \$11,300.00

E7. OTHER ITEMS BY CONSENT

BE IT RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools and pursuant to Education Law, approves the following for the school year: (FY 23/24 July #1)

- a) Readopt all Policies and Code of Ethics in effect during the 2022-2023 School Year
- b) Establish the mileage reimbursement rate for 2023-2024 at IRS Rate/mile
- c) Adopt the following Resolution: BE IT RESOLVED that the Board of Education authorizes non-attendance of Junior High School students for the period June 14-26, 2024 on days when Regents Exams are scheduled

F. OTHER ITEMS FOR DISCUSSION

Motion by Mr. Monroe, seconded by Mr. Reesor, and unanimously carried the following resolutions: 5-0-0

F1. BOE MEETING SCHEDULE

BE IT RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools and pursuant to Education Law, approves the Board of Education Meeting schedule for the 2023-2024 school year. (FY 23/24 July #1)

F2. APPOINT BOCES REP

BE IT RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools and pursuant to Education Law, appoints Mrs. Michele Kuelling as the BOCES

Board representative for the 2023-2024 school year. (FY 23/24 July #1)

F3. APPT DISTRICT SAFETY

BE IT RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools and pursuant to Education Law, appoints Mr. Jason Monroe and Mr. John Reesor to the District Wide Safety and Wellness Committee for the 2023-2024 school year. (FY 23/24 July #1)

F4. APPT AUDIT COMMITTEE

BE IT RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools and pursuant to Education Law, appoints Mrs. Michele Kuelling and Mr. Jason Monroe to the District Audit Committee for the 2023-2024 school vear. (FY 23/24 July #1)

F5. BUDGET COMMITTEE

BE IT RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools and pursuant to Education Law, appoints Mr. Robert Marshall and Mr. Jason Monroe to the District Budget Committee for the 2023-2024 school year. (FY 23/24 July #1)

F6. FOUR COUNTY SBA

BE IT RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools and pursuant to Education Law, appoints Ms. Amber Taber to the Four County SBA Legislative Committee and as the Four County Board of Directors Rep for the 2023-2024 school year. (FY 23/24 July #1)

F7. FACILITIES COMMITTEE

BE IT RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools and pursuant to Education Law, appoints Mr. John Reesor and Mr. Jason Monroe to the Facilities Committee for the 2023-2024 school year. (FY 23/24 July #1)

F8. POLICY REVIEW

BE IT RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools and pursuant to Education Law, appoints Mr. John Reesor and Ms. Amber Taber to the Policy Review Committee for the 2023-2024 school year. (FY 23/24 July #1)

G. YEARLY ITEMS FOR APPROVAL Motion by Mr. Reesor, seconded by Ms. Taber, and unanimously carried the following resolution: BE IT RESOLVED, that the Board of Education upon the recommendation of the Superintendent of Schools and pursuant to Education Law, approves the Code of Conduct, Policies 3410, 5220, 5410 and 5681. (FY 23/24 July #1) 5-0-0

H. COMM AGENDA COMMENTS

An opportunity was given for the community to comment on agenda items. No comments were made.

II. BOARD OF EDUCATION

Board of Education members commented on graduations. Mrs. Kuelling said it was really fun; she loved it in the auditorium, the students showed their personalities and it was a great night. Mr. Monroe thanked the Board and Administration for giving him the opportunity to hand his son his diploma. Ms. Taber attended 6th grade graduation and said it was awesome.

12. SUPERINTENDENT

Dr. Lloyd mentioned the NYSSBA Conference that will take place in October and asked that if any Board members were interested in attending to let Mrs. Mitchell know so that she could get them registered. Mr. Marshall and Ms. Taber requested to attend. She then discussed the afterschool program and how school districts cannot run childcare which is why our program was an afterschool learning program, but that also meant that parents could not use their childcare credit. This year we've been approved to have Healthy Kids Program run a before and after school childcare at the elementary school. The cost will be higher, but parents will be able to use childcare credit. Dr. Lloyd then discussed the Community School Dental Program which allowed dental hygienists to come into schools for free or a low cost and provide students with dental cleanings and exams; our district had 59 students participate (43 MES and 16 JSH). Next, Dr. Lloyd gave an update on the UPK program stating that after we had heard that we were not approved; the District was then notified that the state did a second round and we were awarded the grant in that round. She then went on to report that there would be a financial penalty to the district if we offer ½ day UPK and 20% of the students do that; with our current numbers that would me more than 5 students. Therefore we will be having full day UPK which will be a 5 hour program including lunch. Lastly, she asked the Board if anyone would be interested in joining her and other superintendents and Board members for a tour of Wayne Tech Center on November 16, 2023; Mrs. Kuelling and Ms. Taber volunteered to attend.

I3. DIRECTOR OF FINANCE

Mr. Walker gave an update on the capital project work at each of the buildings. A concern was brought to Dr. Lloyd regarding the HVAC in the main and counseling offices with respect to metal duct work vs fiberglass. A discussion took place regarding this and Mr. Walker was asked to reach out to Watchdog and ask why they didn't quote the same type of duct work for Phase I into Phase II. He then reviewed the Financial Report and discussed lunch prices and the chance that a change may take place at the state level making eligibility percentage to go from current 40% to 25% which would make us eligible for free school lunches for everyone. Until that decision is made, however, we will need to raise the lunch price by \$.10 from \$3.00 to \$3.10 and breakfast would stay at \$2.00.

APPROVE FOOD SVC PRICING INCR Motion by Mr. Reesor, seconded by Ms. Taber, and unanimously carried the following resolution: WHEREAS, the Marion Central School District is subject to Federal Regulation 7 CFR 210.14(e) in administration of its school nutrition program; AND WHEREAS, the District has completed the Paid Lunch Equity calculation for the 2023-24 school year; AND WHEREAS, the PLE calculation requires the District raise its reimbursable lunch price to comply with Federal Regulations for paid lunch equity; THEREFORE BE IT RESOLVED, the District's price for reimbursable school lunches be raised by \$.10 (ten cents) from \$3.00 to \$3.10 for the 2023-24 school year. (FY 23/24 July #1) 5-0-0

APPROVE CSEA CONTRACT

Motion by Ms. Taber, seconded by Mrs. Kuelling, and unanimously carried by Board members present the following resolution: BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools and pursuant to Education Law, approves the collective bargaining agreement between the Civil Service Employees Association, Inc., Local 1000, AFSCME, AFL-CIO, Wayne County Chapter Local #859, Marion Central School district Employee Unit 9104 and the Marion Central School District #1 and the Marion Central School District as presented. (FY 23/24 July #1) 5-0-0

INTERIM SUPT APPOINT CONT

Motion by Mr. Monroe, seconded by Mr. Reesor, and unanimously carried the following resolution: BE IT RESOLVED, that the Board of Education, pursuant to Education Law, approves the Employment Agreement between Marion Central School District and Thomas Nortier as Interim Director of Facilities. (FY 23/24 July #1)

APPROVE FINANCIAL REPORT

Motion by Mr. Reesor, seconded by Ms. Taber, and unanimously carried the following resolution: Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools and pursuant to Education Law, approves the financial report as presented. (FY 23/24 July #1) 5-0-0

CONSENT AGENDA ITEMS

Motion by Mr. Reesor, seconded by Mrs. Kuelling and unanimously carried by Board members present the following consent agenda items: 5-0-0

J1. MEETING MINUTES

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the Meeting Minutes of the meetings of June 12, 2023 as presented. (FY 23/24 July #1)

J2. CSE/CPSE PLACEMENTS

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the placement of students into special education programs. (FY 23/24 July #1)

J3. WARRANTS

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the Warrants Report as presented. (FY 23/24 July #1)

J4. BUDGET TRANSFERS

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the budget transfers as presented. (FY 23/24 July #1)

J5. PROJECT LEADERS

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the Project Leaders for the 2023-2024 school year as listed. (FY 23/24 July #1)

J6. OPEN PAID EXTRA CURR

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the open paid extra-curricular advisor positions for the 2023-2024 school year as provided. (FY 23/24 July #1)

J7. OPEN FALL COACHES

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the open Fall coaching position for the 2023-2024 school year as presented. (FY 23/24 July #1)

J8. APPROVAL SUB TCHR RATES

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the Substitute Teacher Rates as follows: \$120/day for non-certified increasing to \$125/day after 20 days; \$130/day for certified with a bonus of \$300 after 50 days; \$400 after 75 days and \$500 after 100 days; \$140/day for Marion retired teachers. (FY 23/24 July #1)

J9. SUMMER CLEANING SUPV

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the appointment of **Connie Stuerrys** as Summer Cleaner Crew Supervisor for the 2023-2024 school year; stipend \$575.00. (FY 23/24 July #1)

J10.OVERNIGHT FIELD TRIPS

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the overnight field trips as presented. (FY 23/24 July #1)

J11. APPROVE HEALTH SVC CNTR

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the contract with Rush-Henrietta Central School District for Health Services as presented. (FY 23/24 July #1)

J12. APPROVE SVC CNTR HILLSIDE RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the 2023-2024 Service Contract with Hillside Children's Center as presented. (FY 23/24 July #1)

J13. APPROVE HEALTH SVC CNTR

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the contract with Greece Central School District for Health and Welfare Services as presented. (FY 23/24 July #1)

J14. CREATE EC SPED TEACHER

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the creation of an Early Childhood Certified Special Education Teacher position at Marion Central School District, effective July 1, 2023. (FY 23/24 June #1)

J15. CREATE 1:1 SS AIDE

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the creation of a 1:1 Student Specific Teacher Aide position at Marion Elementary School, effective July 1, 2023. (FY 22/23 June #1)

J16. CREATE 2 CLASSROM AIDES

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the creation of two (2) Classroom Aide positions at Marion Elementary School, effective July 1, 2023. (FY 22/23 June #1)

J17. ACCEPT RESIGNATION

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the resignation of Lynn Lucca as a Teacher Aide at Marion Elementary School effective September 1, 2023. (FY 23/24 July #1)

J18. APPROVE 3-HR FOOD SVC

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the appointment of Hannah Tones as a 3-hr/day Food Service Helper at Marion Jr-Sr High School effective September 5, 2023, rate: \$14.25/hour, pending fingerprint clearance. (FY 23/24 July #1)

J19. APPRVE INTERIM HEAD BD

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the appointment of Anthony Collie as Interim Head Bus Driver at Marion Central School District effective June 15, 2023; rate \$25.25/hr. (FY 23/24 July #1)

J20. APPROVE SUB BUS DRIVER

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the appointment of **Kecia Bush** as a Substitute Bus Driver for Marion Central School District, effective July 1, 2023. (FY 23/24 July #1)

J21.SUMMER TRANS STAFF

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves summer transportation staff as listed. (FY 23/24 July #1)

J22. APPROVE CAMP CHALL STF

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the appointments of **Travis DeLyser**, **Nicole DeLyser**, **Stephanie Wheeler and Cole Restey** as Camp Challenge Staff members. (FY 23/24 July #1)

J23. CORRECT STIPEND AMOUNT

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the correction of the Summer Health Teacher stipend from \$1,500.00 to \$2,500.00. (FY 23/24 July #1)

J24. ACCEPT RESIGNATION

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the resignation of **Sophia Siracuse** as a Temporary COVID Aide at Marion Elementary School effective June 30, 2023. (FY 23/24 July #1)

J25. ACCEPT RESIGNATION

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the resignation of **Melissa D'Andrea-Lloyd** as an Elementary Teacher at Marion Elementary School effective August 9, 2023. (FY 23/24 July #1)

J26. ACCEPT RESIGNATION

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the resignation of **Kristen Lange** as a 1:1 Teacher Assistant at Marion Elementary School effective September 1, 2023. (FY 23/24 July #1)

J27. APPROVE PROB APPT

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the four-year probationary appointment of **Kristen** Lange as a Teacher Assistant for Marion Elementary School effective September 1, 2023, rate: \$17.25/hour. (FY 23/24 July #1)

J28. APPROVE SUBSTITUTE

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the appointment of retiree Sally Flynn as a substitute cafeteria/recess monitor at Marion Elementary School. (FY 23/24 July #1)

J29. APPROVE MTSS COORDS

RESOLVED, that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the appointments of **Emily Johnson** and **Amy Kellerhouse** as shared MTSS Coordinators for Marion Jr-Sr High School, (.5) shared stipend of \$2,500.00, and **Abby Cantello** and **Melissa Walker** as shared MTSS Coordinators for Marion Elementary School, (.5) shared stipend of \$2,500.00. (FY 23/24 July#1)

K. COMMUNITY COMMENTS

An opportunity was given for community comment. No comments were made.

L. ADJOURNMENT

Motion by Mrs. Kuelling, seconded by Mr. Reesor and unanimously carried by Board members present the following resolution: BE IT RESOLVED, that the Board of Education approves the adjournment of its July 10, 2023, meeting at 7:35 P.M.

Respectfully Submitted,

Nadine A Mitchell School District Clerk

MARION CENTRAL SCHOOL

4034 Warner Road, Marion, NY 14505

Board of Education / Administration Retreat

August 16, 2023 – 6:00 PM Jr.-Sr. High School Library

BOARD MEMBERS PRESENT: M. Kuelling, R. Marshall, J. Reesor, A. Taber

ADMINISTRATORS PRESENT: S. Dehn, M. Levi, E. Lloyd, N. Miller, C. Steiner, R. Walker,

GUESTS: See guest register.

A1. CALL TO ORDER

Mr. Marshall called the Meeting/Retreat to order at 6:04 P.M. and

led the Pledge of Allegiance.

A4. APPROVAL OF AGENDA Motion by Mrs. Kuelling, seconded by Ms. Taber, and

unanimously carried the following resolution: BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools and pursuant to Education Law, approves the agenda of August 16, 2023

meeting/retreat as presented. (FY 23/24 August #1) 4-0-0

B1. TAX WARRANT AND LEVY Motion by Ms. Taber, seconded by Mrs. Kuelling, and

unanimously carried the following resolution: Be it resolved that

the Board of Education, upon the recommendation of the Superintendent of Schools and pursuant to Education Law, approves the 2023-2024 School Tax Warrant and Levy as

presented. (FY 22/23 August #1) 4-0-0

C. BOARD/ADMINISTRATION

RETREAT

The board members and administrative team discussed the book The Governance Core: School Boards, Superintendents and Schools Working Together by Davis Campbell and Michael Fullan. They focused on the first two chapters, Moral Imperative and the

Governance Core and Trustee Governance Mindset.

D. EXECUTIVE SESSION Motion by Mr. Reesor, seconded by Ms. Taber, and unanimously

carried by Board members present, BE IT RESOLVED, that upon recommendation of the Superintendent of Schools and pursuant to Education Law, that the Board of Education adjourn to Executive Session for the specific purpose of discussing the work history of a

particular employee.

The Board of Education entered into Executive Session at 7:19

PM.

The Board of Education returned to Open Session at 7:39.

E. ADJOURNMENT

Motion by Mr. Reesor, seconded by Mrs. Kuelling and unanimously carried by Board members present the following resolution: BE IT RESOLVED, that the Board of Education approves the adjournment of its August 16, 2023, meeting/retreat at 7:40 P.M.

Respectfully Submitted,

Nadine A Mitchell School District Clerk

Check Warrant Report For A - 15: PR #3 8/4/2023 TA For Dates 8/4/2023 - 8/4/2023



Check #	Check Date V	endor ID Vendor Name	A	DO Mumb on	Charle Amount	Liquidated
			Account	PO Number	Check Amount	Liquidated
48582	08/04/2023	253 CSEA INC.				
			A 724		371.26	
				Check Total:	371.26	
102201	08/04/2023	696 MARION CENTRAL SCHOOL PAYROLL				
			A 710		98,256.17	
				Check Total:	98,256.17	
102202	08/04/2023	872 NYS INCOME TAX BUREAU				
			A 721	E.	5,072.60	
				Check Total:	5,072.60	
102203	08/04/2023	1905 THE OMNI GROUP				
			A 729		850.00	
			A 729		701.53	
			A 729		366.45	
			A 729		200.00	
			A 729		1,125.84	
			A 729		350.00	
			A 729		150.00	
				Check Total:	3,743.82	
102204	08/04/2023	3944 DEPARTMENT OF THE TREASURY				
			A 726		8,014.38	
			A 726		8,014.38	
			A 722		10,024.70	
			A 726		1,874.39	
			A 726		1,874.39	
				Check Total:	29,802.24	
102205	08/04/2023	6531 HSA BANK A DIVISION OF WEBSTER BANK NA				
·			A 720C		1,511.00	
				Check Total:	1,511.00	

Check Warrant Report For A - 15: PR #3 8/4/2023 TA For Dates 8/4/2023 - 8/4/2023



Check #	Check Date Vendor ID Vendor Name	Account	PO Number	Check Amount	Liquidated
	Number of Transactions: 6		Warrant Total:	138,757.09	·
Г	Antiper of Italisactions. 0		Vendor Portion:	138,757.09	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 6 in number, in the total amount of \$138,757.09. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

8/4/23 Moland DIR of FIN Signature Title

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 138,757.09. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

8/7/23 himblementale Claims Architor
Date Auditor Signature Title

Check Warrant Report For F - 4: SPECIAL AID JULY 28, 2023 For Dates 7/1/2023 - 7/31/2023



Check#	Check Date Ve	ndor ID Vendor Name				
			Account	PO Number	Check Amount	Liquidated
2950	07/28/2023	1126 SCHOOL OF THE HOLY CHILDHOOD				
			FA24 2253.472-00- 0000	240110	20,100.00	20,100.00
				Check Total:	20,100.00	
Nun	mber of Transactions:	1		Warrant Total:	20,100.00	
				Vendor Portion:	20,100.00	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$20,100.00. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$20,100.00. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Signature

Auditors Signatus



Check#	Check Date V	endor ID Vendor Name			,	
			Account	PO Number	Check Amount	Liquidated
18543	07/28/2023	7876 AMY BROMLEY				
			A 600		400.00	
				Check Total:	400.00	
48544	07/28/2023	3844 JOSTENS INC.				
			A 600		35.20	
				Check Total:	35.20	
48545	07/28/2023	610 LAGONER FARMS INC.				<u> </u>
			A 600		247.95	
				Check Total:	247.95	
48546	07/28/2023	2803 MARY CARIOLA CHILDREN'S CTR				
			A 600		8,882.62	
				Check Total:	8,882.62	
48547	07/28/2023	1072 ROCHESTER CITY SCHOOL DISTRICT				
			A 600		1,286.88	_
				Check Total:	1,286.88	
48548	07/28/2023	1718 ROCHESTER GAS & ELECTRIC				
		NI NI	A 600		2,246.54	8
			A 600		2,535.21	
			A 600		2,262.65	
			A 600		1,004.16	
				Check Total:	8,048.56	
48549	07/28/2023	1357 VERIZON WIRELESS		<u> </u>		
			A 600		989.98	
				Check Total:	989.98	
48550 	07/28/2023	4196 VILLA OF HOPE				
			A 600		4,216.80	
				Check Total:	4,216.80	
48551 	07/28/2023	1389 WAYNE CENTRAL SCHOOL- TREASURER				
			A 600		31,002.47	
				Check Total:	31,002.47	
48552	07/28/2023	1449 WILLIAMSON CENTRAL SCHOOL				
			A 600		50,386.72	

Check Warrant Report For A - 9: GENERAL AP JULY 28, 2023 For Dates 7/1/2023 - 7/31/2023



Check#	Check Date Ve	endor ID Vendor Name				
			Account	PO Number	Check Amount	Liquidated
			A 600		19,882.00	
				Check Total:	70,268.72	
Num	ber of Transactions:	10		Warrant Total:	125,379.18	
				Vendor Portion:	125,379.18	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 10 in number, in the total amount of \$125,379.18. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 125,379.18. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Date

Auditor Signature

Signature

Title



Check #	Check Date V	endor ID Vendor Name	Account	PO Number	Check Amount	Liquidated
48553	07/28/2023	2862 ADVANTAGE AUTO STORES	Account	FO Number	CHOCK AHIOUHE	Eidnigsten
46000	07/20/2023	2002 ADVANTAGE ACTO STORES	A 5510.570-04-0009	240069	35.24	35.24
			7,0010.070 07 0000	Check Total:	35.24	
48554	07/28/2023	3965 AMAZON CAPITAL SERVICES, INC.		Check Total:	33.24	
		5555 7315 2.514 674 1772 5E1416E5, 1146.	A 2020,409-02-0004	231073	435.10	435.10
			A 2110.500-02-0004	240119	419.70	419,70
			A 2825,500-02-0004	231071	611.62	611.62
			A 2110.482-03-0017	240133	28.95	28.95
			A 2110.500-03-0017	240118	151.21	151.21
		*	A 2630,220-01-0002	231081	1,335.42	1,335.42
			A 2825.500-02-0004	231071	121.92	121.92
			A 2020.000-02-0004			121.02
48555	07/28/2023	3273 CASTLE PRODUCTS, INC.		Check Total:	3,103.92	
40333	0112012023	32/3 CASILE PRODUCTS, INC.	A 5510.570-04-0009	240058	550.30	550.30
			A 3310.310-01-0003			330.55
48556	07/28/2023	3256 CINTAS CORPORATION#411		Check Total:	550.30	
	017202025	3230 OILLIAG OOK OIXTIOHHII	A 5510.423-04-0002	240008	78.86	78.86
			A 1621.423-01-0002	240008	29.10	29.10
			A 5510.423-04-0002	240008	175.79	175.79
			A 1621.423-01-0002	240008	29.10	29.10
			A 1021.425-01-0002			23.10
48557	07/28/2023	3591 COMMERCIAL POWER SYSTEMS		Check Total:	312.85	
46337	0112012023	3331 COMMERCIAL FOWER 3131EM3	A 1620.427-02-0003	231065	4,604.97	4,604.97
			A 1020,421-02-0003			7,007.51
48558	07/28/2023	3270 ENERGY COOP OF AMERICA		Check Total:	4,604.97	
46336		3270 ENERGY COOP OF AMERICA	A 1620.477-03-0002	240173	2,249.39	2,249.39
			A 1620.477-02-0002	230170	1,229.26	1,229.26
				240173	5.68	5.68
			A 1621.477-01-0002	240173		204.63
			A 5530.477-04-0002		204.63	204.63
40550	07/00/0000	204 EVOCILIO HEALTH IN AN OR HOOR		Check Total:	3,688.96	
48559	07/28/2023	361 EXCELLUS HEALTH PLAN GR-HOSP	4 0000 004 04 0000	240404	400 000 07	402 222 27
			A 9060.804-01-0002	240184	193,232.27	193,232.27
			A 9060.800-01-0002	240184	27,851.22	27,851.22



Check #	Check Date V	endor ID Vendor Name				
			Account	PÖ Number	Check Amount	Liquidated
			A 9060.800-01-0002	240184	28,262.82	28,262.82
			A 9060.800-01-0002	240184	4,577.94	4,577.94
			A 9060.800-01-0002	240184	4,026.05	4,026.05
48560	07/28/2023	1549 EXCELLUS HEALTH PLAN GR- DENTAL		Check Total:	257,950.30	
			A 9060.805-01-0002	240185	9,244.59	9,244.59
			A 9060.800-01-0002	240185	7,508.96	7,508.96
48561	07/28/2023	390 FLAGHOUSE		Check Total:	16,753.55	
			A 2110.500-02-0004	230971	48.51	48.51
48562	07/28/2023	1919 GRAINGER		Check Total:	48.51	
			A 1620.500-03-0003	240103	70.82	82.12
			A 1620.500-03-0003	240176	1,371.44	1,371.44
			A 1621.428-03-0003	240176	324.76	324.76
48563	07/28/2023	494 HEINEMANN		Check Total:	1,767.02	
			A 2110.481-02-0004	231075	2,494.00	2,494.00
48564	07/28/2023	2080 HOUGHTON MIFLIN HARCOURT PUB CO		Check Total:	2,494.00	
	-		A 2110.481-02-0004	231082	2,100.00	2,100.00
48565	07/28/2023	581 K & D DISPOSAL, INC.		Check Total:	2,100.00	
			A 1620.427-02-0003	240027	281.50	281.50
			A 5530.473-04-0002	240041	80.00	80.00
			A 1620.427-03-0003	240027	261.50	261.50
48566	07/28/2023	4359 NATIONAL ASSOC FOR PUPIL TRANSPORTATION		Check Total:	623,00	
			A 5510.409-04-0009	240154	190.00	190.00
48567	07/28/2023	874 NYSPHSAA, INC.		Check Total:	190.00	



Check#	Check Date	Vendor ID Vendor Name	Anariin	00 No-ba-	Charle 4	المساسلين المسادات
			Account	PO Number	Check Amount	Liquidated 1,000.00
			A 2855.449-03-0008	240152	1,000.00	1,000.00
48568	07/28/2023	937 PALMYRA MACEDON CENTRAL SCHOOL		Check Total:	1,000.00	
·· <u>·</u> ···			A 2250.471-01-0002	230098	24,484.76	24,484.76
				Check Total:	24,484.76	
48569	07/28/2023	2797 POSTMASTER OR NEWARK POSTMASTE				
			A 1480.402-01-0001	240006	641.78	641.78
48570	07/28/2023	8171 REALLY GREAT READING COMPANY, LLC		Check Total:	641.78	
		· · · · · · · · · · · · · · · · · · ·	A 2110.481-02-0004	231083	3,439.00	3,439.70
				Check Total:	3,439.00	
48571	07/28/2023	1718 ROCHESTER GAS & ELECTRIC				
			A 1621.477-01-0002	240178	27.96	27.96
48572	07/28/2023	1117 SCHOLASTIC INC.		Check Total:	27.96	
			A 2110.482-03-0017	230921	549.45	549.45
48573	07/28/2023	1128 SCHOOL SPECIALTY		Check Total:	549.45	
			A 2250.500-03-0005	231050	106.38	106.38
48574	07/28/2023	8094 SL EMPIRE SOLAR IV LLC		Check Total:	106.38	
	<u></u>		A 1620.477-03-0002	230787	3,471.69	3,471.69
48575	07/28/2023	1219 STAPLES CONTRACT & COMMERCIAL		Check Total:	3,471.69	
	-		A 2110.500-03-0017	231017	152.03	152.03
				Check Total:	152.03	
48576	07/28/2023	8198 FELICIA STEVENS				
			A 2110.409-03-0017	240164	300.00	300.00
40077	07/08/05-5	4400 0110000 1.0		Check Total:	300.00	
48577	07/28/2023	4430 SUNOCO LP	A 5510.571-04-0002	240151	2,493.25	2,493.25
07/27/2023 11:	AC AM			<u></u>	·	Pone 3/



Check #	Check Date V	endor ID Vendor Name				
	 		Account	PO Number	Check Amount	Liquidated
48578	07/28/2023	7627 THE METRO GROUP INC		Check Total:	2,493.25	
			A 1620.427-02-0003	240046	228.69	228.69
			A 1620.427-03-0003	240046	228.69	228.69
48579	07/28/2023	7798 TRADITION FORD		Check Total:	457.38	
			A 5510.570-04-0009	240036	56.86	56.86
48580	07/28/2023	3897 UNITED SUPPLY CORP.		Check Total:	56.86	
	-		A 2110.500-02-0004	230856	41.98	41.98
48581	07/28/2023	1436 WFL BOCES GENERAL FUND		Check Total:	41.98	
			A 1310.491-05-0001	230116	398.23	398.23
		42	A 1620.491-05-0001	230116	807.33	807.33
			A 1680.491-05-0001	230116	40,129.32	40,129.32
			A 2070.491-05-0001	230116	6,574.00	6,574.00
			A 2110.491-05-0001	230116	754.00	754.00
			A 2250.490-05-0001	230116	10,323.65	10,323.65
			A 2630.491-05-0001	230116	64,219.80	18,556.04
			A 5581.490-05-0001	230116	467.77	467.77
			A 2250.490-05-0001	230116	-29,199.95	-29,199.95
				Check Total:	94,474.15	

Check Warrant Report For A - 10: GENERAL JULY 28, 2023 For Dates 7/1/2023 - 7/31/2023



Check#	Check Date Vendor ID Vendor Name				
		Account	PO Number	Check Amount	Liquidated
Numb	per of Transactions: 29		Warrant Total:	425,919.29	
			Vendor Portion:	425,919.29	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 29 in number, in the total amount of \$425,919.29. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 425,919.29. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Signature

Check Warrant Report For H - 3: CAPITAL JULY 28, 2023 For Dates 7/1/2023 - 7/31/2023



Check#	Check Date V	endor ID Vendor Name				
			Account	PO Number	Check Amount	Liquidated
200441	07/28/2023	7956 FieldTurf USA, INC.				
	· · · · · · · · · · · · · · · · · · ·		H21 2110.240-03-0000	220711	59,895.60	59,895.60
			H21 2110.240-03-0000	220711	3,152.40	3,153.40
200442	07/28/2023	1999 SEI DESIGN GROUP		Check Total:	63,048.00	
	 		H21 2110.245-00-0000	210569	7,853.24	7,853.24
200443	07/28/2023	4290 WATCHDOG BUILDING PARTNERS, LLC		Check Total:	7,853.24	
			H21 2110.201-00-0000	210568	4,530.05	4,530.05
				Check Total:	4,530.05	
Nun	nber of Transactions:	3		Warrant Total:	75,431.29	
				Vendor Portion:	75,431.29	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 3 in number, in the total amount of \$75,431.29. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Signature Date

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$75,431.29. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Date

1/1

Check Warrant Report For A - 8: PR #2 7/21/23 TA For Dates 7/21/2023 - 7/21/2023



Check#	Check Date V	endor ID Vendor Name	Account	PO Number	Check Amount	Liquidated
48505	07/21/2023	253 CSEA INC.	7,0004111			<u> </u>
10000	0772172023	233 COEN INC.	A 724		426.64	
				Check Total:	426.64	
48506	07/21/2023	812 NYS MEMBER BENEFITS				
			A 724A		233.36	
				Check Total:	233.36	
48507	07/21/2023	1330 UNITED WAY OF GREATER ROCHESTE				
			A 785		4.00	
				Check Total:	4.00	
102194	07/21/2023	694 MARION C.S. GENERAL FUND				
			A 720	12	245.90	
			A 720	(F	78.86	
			A 720		76.81	
				Check Total:	401.57	
102195	07/21/2023	696 MARION CENTRAL SCHOOL PAYROLL				
			A 710		70,538.65	
				Check Total:	70,538.65	
102196	07/21/2023	808 N Y S EMPLOYEES RETIREMENT SYS				
			A 718		1,465.98	
			A 718		532.00	
				Check Total:	1,997.98	
102197	07/21/2023	872 NYS INCOME TAX BUREAU	<u> </u>			
			A 721		4,101.50	
				Check Total:	4,101.50	
102198	07/21/2023	1905 THE OMNI GROUP			050.00	
			A 729		850.00	
			A 729		698.93 366.45	
			A 729		200.00	
			A 729		2,062.00	
			A 729		350.00	
			A 729		300.00	

Check Warrant Report For A - 8: PR #2 7/21/23 TA For Dates 7/21/2023 - 7/21/2023

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heck#	Check Date Ve	endor ID Vendor Name	Account	PO Number	Check Amount	Liquidated
			A 729		150.00	
				Check Total:	4,677.38	
102199	07/21/2023	3944 DEPARTMENT OF THE TREASURY				
			A 726		6,019.85	
			A 726		6,019.85	
			A 722		8,466.01	
			A 726		1,407.87	
			A 726		1,407.87	
				Check Total:	23,321.45	
102200	07/21/2023	6531 HSA BANK A DIVISION OF WEBSTER BANK NA				
<u> </u>			A 720C		1,304.00	
				Check Total:	1,304.00	
				Warrant Total:	107,006.53	
Nun	nber of Transactions:	10		Vendor Portion:	107,006.53	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 10 in number, in the total amount of \$107,006.53. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Signature

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 107,006.53. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

gnature

Page



Check #	Check Date V	endor ID Vendor Name	Account	PO Number	Check Amount	Liquidated
48214	07/17/2023	7627 **VOID** THE METRO GROUP INC	Account	ro number	CHECK AIRCUIT	Liquidatio
10214		7027 TOID THE METRO GROOT INC	A 1620.427-03-0003		-415.80	
			7 1020.427-00-0000	Oh a sh T-4-h		
18508	07/21/2023	3965 AMAZON CAPITAL SERVICES, INC.		Check Total:	-415.80	
		0000 74442011 074 11742 021111020, 410.	A 2855.200-03-0008	240123	185.00	185.00
			A 2110.500-02-0004	231072	639.74	639.74
			A 2330.500-01-0002	230999	14.91	14,91
			A 2330.500-01-0002	230998	980.16	980.16
			A 2330.500-01-0002	230999	229.74	229.74
			A 2330.500-01-0002	230999	730.84	730.84
				Check Total:	2,780.39	
18509	07/21/2023	3256 CINTAS CORPORATION #411			4,, 40,00	
	15 1.		A 5510.423-04-0002	240008	175.79	175.79
			A 1621.423-01-0002	240008	29.10	29.10
				Check Total:	204.89	
18 510	07/21/2023	286 DECKMAN OIL CO.				
			A 5510.572-04-0009	240042	320.16	320.16
				Check Total:	320.16	
18511	07/21/2023	3944 DEPARTMENT OF THE TREASURY		100		
			A 9060.804-01-0002		59.99	
				Check Total:	59.99	
18512	07/21/2023	8033 ENERGO				
			A 1620.477-02-0012	230502	364.88	364.88
				Check Total:	364.88	
8513	07/21/2023	390 FLAGHOUSE				
			A 2110.500-02-0004	230971	100.19	100.19
			A 2110.500-03-0021	231036	85.98	85.98
				Check Total:	186.17	
18514	07/21/2023	2080 HOUGHTON MIFLIN HARCOURT PUB CO				
			A 2110.481-02-0004	231082	7,865.29	7,865.29
				Check Total:	7,865.29	
48515	07/21/2023	7697 KURTZ BROS INC			.	
			A 2110.500-02-0004	231003	12.03	12.03



Check #	Check Date V	endor ID Vendor Name				
			Account	PO Number	Check Amount	Liquidated
18516	07/21/2023	614 LAKESHORE LEARNING MATERIALS		Check Total:	12.03	
			A 2110.500-02-0004	230985	73.98	73.98
48517	07/21/2023	2052 MAC TOOLS		Check Total:	73.98	
	0112112020	202 1170 10000	A 5510.570-04-0009	240067	209.99	209.99
48518	07/21/2023	3347 MATTHEWS BUSES INC		Check Total:	209.99	
			A 5510.570-04-0009	240025	299.60	299.60
48519	07/21/2023	8197 MENGEL METZGER BARR & CO. LLP		Check Total:	299.60	
			A 1320.442-01-0002	240102	10,000.00	10,000.00
48520	07/21/2023	817 NASCO		Check Total:	10,000.00	
			A 2110.500-02-0004	230974	111.71	111.71
18521	07/21/2023	2797 POSTMASTER OR NEWARK POSTMASTE		Check Total:	111.71	
			A 1480.402-01-0001	240006	387.84	387.84
48522	07/21/2023	2565 RURAL SCHOOLS ASSOC. OF NYS		Check Total:	387.84	
			A 1920.449-01-0001	240018	850.00	850.00
48523	07/21/2023	1124 SCHOOL HEALTH CORP.		Check Total:	850.00	
			A 2110.500-02-0004	230975	255.42	255.42
			A 2250.500-02-0004	230968	18.89	18.89
			A 2110.500-03-0021	231040	328.15	328.15
			A 2110.500-02-0004	230975	13.28	13.28
			A 2250.500-02-0004	230968	18.89	18.89
			A 2110.500-03-0021	231040	89.66	89.66
48524	07/21/2023	1128 SCHOOL SPECIALTY		Check Total:	724.29	
~ -			A 2110.500-02-0004	230984	66.85	66.85
			A 2110.500-02-0004	230844	95.12	95.12
07/21/2023 09:	20 AM					Page 2



Check#	Check Date V	endor ID Vendor Name				
			Account	PO Number	Check Amount	Liquidated
			A 2110.500-03-0021	231035	42.76	42.78
				Check Total:	204.73	
48525	07/21/2023	1219 STAPLES CONTRACT & COMMERCIAL				
 .		 	A 2110.500-02-0004	231007	17.99	17.99
				Check Total:	17.99	
48526	07/21/2023	7627 THE METRO GROUP INC				
			A 1620.427-03-0003	-	415.80	
				Check Total:	415.80	
48527	07/21/2023	1279 THE TIMES OF WAYNE COUNTY, INC.				
			A 1060.402-01-0002	231085	20.00	20.00
				Check Total:	20.00	
48528	07/21/2023	7798 TRADITION FORD				
•			A 5510.570-04-0009	240036	54.38	54.38
				Check Total:	54.38	
48529	07/21/2023	3897 UNITED SUPPLY CORP.				
			A 2110.500-02-0004	230987	17.10	17.10
			A 2110.500-02-0004	230977	83.46	83.46
				Check Total:	100.58	
48530	07/21/2023	1336 UPSTATE MUSIC THERAPY CTR.				
			A 2250.446-01-0002	230058	850.00	850.00
48531	07/21/2023	1450 WILLIAMSON HARDWARE INC		Check Total:	850.00	
			A 1620.500-02-0003	240057	54.11	54.11
			A 1620.500-02-0003	240057	61.09	61.09
				Check Total:	115.20	

Check Warrant Report For A - 5: GENERAL JULY 21, 2023 For Dates 7/1/2023 - 7/31/2023



Check #	Check Date Vendor ID Vendor Name				_
		Account	PO Number	Check Amount	Liquidated
Num	nber of Transactions: 25		Warrant Total:	25,814.07	
			Vendor Portion:	25,814,07	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 25 in number, in the total amount of \$25,814.07. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 25,814.07. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Signature

1



heck#	Check Date V	endor ID Vendor Name		DO Nombre	Charle Assessed	1 Invildator
			Account	PO Number	Check Amount	Liquidated
8532	07/21/2023	3965 AMAZON CAPITAL SERVICES, INC.			0.40.00	
			A 600		943.92	
			A 600		25.68	
				Check Total:	969.60	
18533	07/21/2023	137 BSN SPORTS	4.00		400.00	·
			A 600		400.86	
				Check Total:	400.86	
48534	07/21/2023	3591 COMMERCIAL POWER SYSTEMS				
			A 600		415.00	
				Check Total:	415.00	
48535	07/21/2023	2421 FERRARA FIORENZA PC				
			A 600		472.50	
				Check Total:	472.50	
48536	07/21/2023	1919 GRAINGER				
			A 600		163.68	
				Check Total:	163.68	
48537	07/21/2023	491 HEALTH WORKS	E		<u>_</u>	
		1 30 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	A 600		55.00	
				Check Total:	55.00	
48538	07/21/2023	3844 JOSTENS INC.				
			A 600		-30.95	
			A 600		32.45	
				Check Total:	1,50	
48539	07/21/2023	4407 LIBERTY RESOURCES PSYC PHYS		45.7 1.15.		
		OCC & SPEECH THERAPY		W.		
			A 600		528.00	
				Check Total:	528.00	
48540	07/21/2023	7602 QUADIANT FINANCE USA INC				
			A 600		1,000.00	
				Check Total:	1,000.00	
48541	07/21/2023	7808 TOLLS BY MAIL PAYMENT PROCESSING CENTER			-	
			A 600		20.46	
			A 600		35.11	
						Poss

Check Warrant Report For A - 6: GENERAL AP JULY 21, 2023 For Dates 7/1/2023 - 7/31/2023



Check #	Check Date V	endor ID Vendor Name				
			Account	PO Number	Check Amount	Liquidated
48542	07/21/2023	2710 WINDOW ACCENTS INC.		Check Total:	55.57	
	_		A 600		7,330.00	
				Check Total:	7,330.00	
N	lumber of Transactions:	11		Warrant Total:	11,391.71	
				Vendor Portion:	11,391.71	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 11 in number, in the total amount of \$11,391.71. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 11,391,71. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Signature

Auditor's Signature

Title

Check Warrant Report For F - 2: SPECIAL AID JULY 21, 2023 For Dates 7/1/2023 - 7/31/2023



Check #	Check Date V	endor ID Vendor Name	Account	PO Number	Check Amount	Liquidated
2947	07/21/2023	3965 **CONTINUED** AMAZON CAPITAL SERVICES, INC.	7000011	. •		
2948	07/21/2023	3965 AMAZON CAPITAL SERVICES, INC.		Check Total:	0.00	
	0112112020		FR22 2110.450-01- 0000	231089	866.28	866.28
			FR22 2110.450-01- 0000	231089	-0.24	-0.24
			FR22 2110.450-01- 0000	231089	-0.24	-0.24
			FR22 2110.450-01- 0000	231089	-0.08	-0.0
			FR22 2110.450-01- 0000	231089	-0.38	-0.3
			FR22 2110.450-01- 0000	231089	-0.32	-0.3
			FR22 2110.450-01- 0000	231089	-0.92	-0.9
			FR22 2110.450-01- 0000	231089	-0.07	-0.0
			FR22 2110.450-01- 0000	231089	-1.50	-1.5
	9		FR22 2110.450-01- 0000	231089	-0.23	-0.2
		<u>u</u>	FR22 2110.450-01- 0000	231089	-0.05	-0.0
			FR22 2110.450-01- 0000	231089	-0.14	-0.1
			FR22 2110.450-01- 0000	231089	-0.02	-0.0
			FR22 2110.450-01- 0000	231089	-0.01	-0.0
			FR22 2110.450-01- 0000	231089	-1.26	-1.2
			FR22 2110.450-01- 0000	231089	-0.04	-0.0
			FR22 2110.450-01- 0000	231089	-0.22	-0.2
			FR22 2110.450-01- 0000	231089	-1.25	-1.2

Check Warrant Report For F - 2: SPECIAL AID JULY 21, 2023 For Dates 7/1/2023 - 7/31/2023



Check#	Check Date Vendor ID Vendor Name	···	•		
		Account	PO Number	Check Amount	Liquidated
		FR22 2110.450-01- 0000	231089	-0.05	-0.05
		FR22 2110.450-01- 0000	231089	-0.07	-0.07
		FR22 2110.450-01- 0000	231089	-0.23	-0.23
			Check Total:	858.96	
Numt	per of Transactions: 2		Warrant Total:	858.96	
			Vendor Portion:	858.96	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 2 in number, in the total amount of \$858.96. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

7/24/23 All Difform Title

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 858.96. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

7/24/23 him Wennsheld Claims Anoliter
Date Auditors Signature Title

Check Warrant Report For F - 3: SPECIAL AID AP JULY 21, 2023 For Dates 7/1/2023 - 7/31/2023



Check#	Check Date: Ve	Vendor ID Vendor Name				<u></u>
		_	Account	PO Number	Check Amount	Liquidated
2949	07/21/2023	4430 SUNOCO LP				
-	· · · · · · · · · · · · · · · · · · ·		F426 600		5,903.40	
			F426 600		6,048.43	
				Check Total:	11,951.83	
Nun	nber of Transactions:	1		Warrant Total:	11,951.83	
		•		Vendor Portion:	11,951.83	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$11,951.83. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Certification of Warrant

To The District Treasurer; I hereby certify that I have audited the above claims in the total amount of \$ 11,951.83. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Signature

Auditor's Signature

Check Warrant Report For H - 2: CAPITAL JULY 21, 2023 For Dates 7/1/2023 - 7/31/2023



Check #	Check Date V	endor ID Vendor Name		 :-		
			Account	PO Number	Check Amount	Liquidated
200440	07/21/2023	7977 MONROE PIPING & SHEET METAL, LLC			- ·	
		· · · · · · · · · · · · · · · · · ·	H21 1620.294-02-0000	221028	5,752.78	5,752.78
			H21 1620.294-03-0000	221028	11,317.77	11,317.77
			•	Check Total:	17,070.55	
Nun	nber of Transactions:	1	•	Warrant Total:	17,070.55	
				Vendor Portion:	17,070.55	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$17,070.55. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Signature Title

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 17,070.55. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

7/24/23 him Wenisheld Claims Auditor

Check Warrant Report For A - 2: PR #01 07/07/2023 TA For Dates 7/7/2023 - 7/7/2023



Check#	Check Date V	endor ID Vendor Name	Account	PO Number	Check Amount	Liquidated
	07/07/0000	253 CSEA INC.	Account	1 0 101111001		
48454 	07/07/2023	253 CSEA INC.	A 724	<u> </u>	376.10	· · · · · · · · · · · · · · · · · · ·
			71765	Check Total:	376.10	
102189	07/07/2023	696 MARION CENTRAL SCHOOL PAYROLL		Check Total.		
	<u> </u>		A 710		56,790.09	
				Check Total:	56,790.09	
102190	07/07/2023	872 NYS INCOME TAX BUREAU				
			A 721		3,730.32	
				Check Total:	3,730.32	
102191	07/07/2023	1905 THE OMNI GROUP				
			A 729		700.00	
			A 729		948.93	
			A 729		366.45	
			A 729		100.00	
			A 729		2,059.82	
			A 729		350.00	
			A 729		150.00	
				Check Total:	4,675.20	
102192	07/07/2023	3944 DEPARTMENT OF THE TREASURY				
			A 726		5,022.47	
			A 726		5,022.47	
			A 722		7,933.45	
			A 726		1,174.62	
			A 726		1,174.62	
				Check Total:	20,327.63	
102193	07/07/2023	6531 HSA BANK A DIVISION OF WEBSTER BANK NA				
<u> </u>			A 720C		1,304.00	
				Check Total:	1,304.00	

Check Warrant Report For A - 2: PR #01 07/07/2023 TA For Dates 7/7/2023 - 7/7/2023



Check #	Check Date Vend	dor ID Vendor Name				
			Account	PO Number	Check Amount	Liquidated
Num	ber of Transactions: 6			Warrant Total:	87,203.34	
NGIN	Del Ol Italiaactions. V			Vendor Portion:	87,203.34	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 6 in number, in the total amount of \$87,203.34. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$87,203,34. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Signature

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Check Warrant Report For H - 1: CAPITAL JULY 14, 2023 For Dates 7/1/2023 - 7/31/2023



Check#	Check Date V	endor ID Vendor Name	· · · · · · · · · · · · · · · · · ·			
			Account	PO Number	Check Amount	Liquidated
200437	07/14/2023	6511 IVERSEN CONSTRUCTION CORP	-			
			H21 1620.293-02-0000	221026	28,241.04	28,241.04
			H21 1620.293-04-0000	221026	311.53	311.53
			H21 1620.293-03-0000	221026	20,952.51	20,952.51
			H21 1620.293-03-0001	221026	4,205.54	4,205.54
				Check Total:	53,710.62	
200438	07/14/2023	4050 KAPLAN-SCHMIDT ELECTRIC, INC.				
			H21 1620.296-02-0000	221027	12,140.43	12,140.43
37			H21 1620.296-02-0000	221027	19,337.75	19,337.75
			H21 1620.296-03-0000	221027	9,467.97	9,467.97
			H21 1620.296-03-0000	221027	15,080.95	15,080.95
			H21 1620.296-03-0001	221027	811.60	811.60
			H21 1620.296-03-0001	221027	1,292.75	1,292.75
				Check Total:	58,131.45	
200439	07/14/2023	7972 SESSLER ENVIORNMENTAL SERVICES, LLC				
			H21 2110.240-02-0001	221032	24,622.72	24,622.72
			H21 2110.240-03-0001	221032	12,252.76	12,252.76
				Check Total:	36,875.48	

Check Warrant Report For H - 1: CAPITAL JULY 14, 2023 For Dates 7/1/2023 - 7/31/2023

Date



Check # Check Date Vendor ID Vendor Name **PO Number Check Amount** Account Liquidated **Warrant Total:** 148,717.55 Number of Transactions: 3 **Vendor Portion:** 148,717.55

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 3 in number, in the total amount of \$148,717.55. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 148,717.55. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Signature

Check Warrant Report For C - 1: CAFETERIA AP JULY 14, 2023 For Dates 7/1/2023 - 7/31/2023



Check #	Check Date	Vendor ID Vendor Name	-	18	· · · · · ·	
			Account	PO Number	Check Amount	Liquidated
7238	07/14/2023	116 BREEN'S SHOP 'N SAVE				
			C 600		23.47	
			C 600		34.95	
				Check Total:	58.42	
7239	07/14/2023	152 WARREN BUSHART				
			C 600		220.56	
				Check Total:	220.56	
7240	07/14/2023	8170 MEGAN L RYAN				
			C 600		90.97	
				Check Total:	90.97	
7241	07/14/2023	1335 UPSTATE NIAGARA COOP., INC.				
			C 600		166.17	
			C 600		140.03	
			C 600		578.52	
				Check Total:	884.72	
Nun	nber of Transaction	s: 4		Warrant Total:	1,254.67	
				Vendor Portion:	1,254.67	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 4 in number, in the total amount of \$1,254.67. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

7/17/13 All Date DIF OF FIN Title

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 1,254.67. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

7/8/23 himbensfeld Claims Adub Title

Check Warrant Report For F - 1: SPECIAL AID AP JULY 14, 2023 For Dates 7/1/2023 - 7/31/2023



Check#	Check Date	Vendor ID Vendor Name	-			
			Account	PQ Number	Check Amount	Liquidated
2946	07/14/2023	1626 RELIANT COMMUNITY CUIVISA				
			FT23 600	 	311.00	
			FF23 600		657.43	
			FF23 600		895,00	
				Check Total:	1,863.43	
Nun	mber of Transactions	s: 1		Warrant Total:	1,863.43	
				Vendor Portion:	1,863.43	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$1,863.43. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 1,863.43. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Signature

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Check Warrant Report For A - 4: GENERAL AP JULY 14, 2023 For Dates 7/1/2023 - 7/31/2023



						*
Check #	Check Date V	endor ID Vendor Name	Account	PO Number	Check Amount	Liquidated
18482	07/14/2023	7806 A DIAMOND & A DREAM LLC				
			A 600		230.00	
				Check Total:	230.00	
18483	07/14/2023	3852 AAA SOUND SERVICE & LOW VOLTAGE, LLC				
<u>.</u>		**	A 600		688.00	
40.40.4	07/44/2022	3138 ADVENTURES IN CLIMBING, LLC		Check Total:	688.00	
48484	07/14/2023	5138 ADVENTORES IN CLIMBING,LLC	A 600		450.00	
			A 600			
48485	07/14/2023	3965 AMAZON CAPITAL SERVICES, INC.		Check Total:	450.00	
			A 600		777.93	
			A 600		46.29	
				Check Total:	824.22	
48486	07/14/2023	7822 BATAVIA TURF			*	
			A 600	-	4,534.00	.
			A 600		5,274.00	
			A 600		13,900.00	
			A 600		13,900.00	
				Check Total:	37,608.00	
48487	07/14/2023	116 BREEN'S SHOP 'N SAVE				·
			A 600		116.99	
			A 600		128.98	
			A 600		83.93	
48488	07/14/2023	4385 LAURA M BROWN		Check Total:	329.90	
			A 600		3,658.50	
			A 600		2,937.27	
				Check Total:	6,595.77	
48489	07/14/2023	8048 CRICKLER VENDING COMPANY, INC				
			A 600	0	207.50	<u>-</u>
49400	07/44/2022	4040 CDAINCED		Check Total:	207.50	
48490	07/14/2023	1919 GRAINGER	A 600		53.49	
07/14/2022 02:20				·		Page 1

Check Warrant Report For A - 4: GENERAL AP JULY 14, 2023 For Dates 7/1/2023 - 7/31/2023



Check#	Check Date V	/endor ID Vendor Name				
			Account	PO Number	Check Amount	Liquidated
48491	07/14/2023	1604 HILLSIDE CHILDREN'S CTR		Check Total:	53.49	
10191	0771472020	1004 TREESIDE OFFICEREN OFFI	A 600		5,167.56	
			7,000	Check Total:		
48492	07/14/2023	505 HILLYARD/ NEW YORK		Check lotal:	5,167.56	
			A 600		71.68	.
				Check Total:	71.68	
48493	07/14/2023	4056 NADINE MITCHELL				
			A 600		30.00	
			A 600		24.10	
				Check Total:	54.10	
48494	07/14/2023	8196 NEW YORK ASSOCIATION OF AGRICULTURAL EDUCATORS				
			A 600		460.00	
48495	07/14/2023	860 NYAPT		Check Total:	460.00	
			A 600		175.00	
				Check Total:	175.00	
48496	07/14/2023	7716 MARCY OSBURN				
			A 600		720.00	
			A 600		480.00	
48497	07/14/2023	1626 **CONTINUED** RELIANT COMMUNITY CUIVISA		Check Total:	1,200.00	
	7					
48498	07/14/2023	1626 **CONTINUED** RELIANT COMMUNITY CU/VISA		Check Total:	0.00	
				Check Total:	0.00	
48499	07/14/2023	1626 RELIANT COMMUNITY CU/VISA		THEOR I VIEI.		
			A 600		28.54	
			A 600		96.00	
			A 600		120.61	

Check Warrant Report For A - 4: GENERAL AP JULY 14, 2023 For Dates 7/1/2023 - 7/31/2023



Check#	Check Date Ven	dor ID Vendor Name	Account	PO Number	Check Amount	Liquidated
			A 600		606.00	
			A 600		30.74	
			A 600		59.71	
			A 600		105.00	
			A 600		36.50	
			A 600		36.50	
			A 600		149.00	
			A 600		69.97	
			A 600		60.26	
			A 600		45.00	
			A 600		421.82	
			A 600		8.50	
			A 600		154.47	
			A 600		154.46	
			A 600		127.72	
			A 600		29.86	
			A 600		28.12	
			A 800		41.71	
			A 600		424.00	
			A 600		388.00	
				Check Total:	3,222.49	
18500	07/14/2023	8094 SL EMPIRE SOLAR IV LLC				
			A 600		1,177.44	
			A 600		2,394.82	
				Check Total:	3,572.26	
48501	07/14/2023	1336 UPSTATE MUSIC THERAPY CTR.				
			A 600		700.00	
				Check Total:	700.00	
18502	07/14/2023	1386 WAYNE ARC	A 222		222.44	
			A 600		888.00	
			A 600		160.00	
48503	07/14/2023	1436 WFL BOCES GENERAL FUND		Check Total:	1,048.00	
			·	·		

Check Warrant Report For A - 4: GENERAL AP JULY 14, 2023 For Dates 7/1/2023 - 7/31/2023



Check #	Check Date Vendor ID Vendor Name			-	
		Account	PO Number	Check Amount	Liquidated
		A 600		-2,500.00	
		A 600		2,596.09	
		A 600		3,743.25	
		A 600		2,450.00	
		A 600		167.00	
		A 600		75,851.26	
			Check Total:	82,307.60	
48504	07/14/2023 1449 WILLIAMSON CENTRAL SCHOOL				
		A 600		11,629.06	
		A 600		41,517.00	
			Check Total:	53,146.06	
Nu	mber of Transactions: 23		Warrant Total:	198,111.63	
	THE STATE OF THE S		Vendor Portion:	198,111.63	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 23 in number, in the total amount of \$198,111.63. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

7/17/23 20 Dir Dire Title

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 198,111.63. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

7/18/23 him Wernight Claims Aught
Date Auditor's Signature Title

Check Warrant Report For A - 3: GENERAL JULY 14, 2023 For Dates 7/1/2023 - 7/31/2023



Check#	Check Date V	endor ID Vendor Name	Account	PO Number	Check Amount	Liquidated
48178	07/07/2023	7821 "VOID" VALLIERE, SHANE				
40170	01/01/2020	TOLI TOID THERETAIN, OFFICE	A 2855.449-03-0008		-103.25	
				Check Total:	-103.25	
48367	07/07/2023	7821 **VOID** VALLIERE, SHANE				
			A 2855.449-03-0008		-103.25	
				Check Total:	-103.25	
48405	07/06/2023	7914 **VOID** BELCULFINE, KRISTEN M				
			A 2110.401-02-0004		-88.32	
				Check Total:	-88.32	
48455	07/14/2023	3965 AMAZON CAPITAL SERVICES, INC.				
			A 2110.500-03-0017	230959	106.97	106.97
				Check Total:	106.97	
48456	07/14/2023	2908 BEACON ATHLETICS			202.20	000.00
			A 1620.500-03-0003	230946	990.00	990.00
				Check Total:	990.00	
48457	07/14/2023	7914 BELCULFINE, KRISTEN M	4 0440 404 00 0004		83.32	
			A 2110.401-02-0004			
40.450	07/44/0000	ZONO CACCADE COLLOGI, CLIDDI IEC INC		Check Total:	83.32	
48458	07/14/2023	7688 CASCADE SCHOOL SUPPLIES INC	A 2250.500-03-0005	231048	127.22	127.22
			A 2250.500-05-0005		127.22	121.42
48459	07/14/2023	3256 CINTAS CORPORATION #411		Check Total:	121.22	
	0777412020		A 5510.423-04-0002	240008	78.86	78.86
			A 1621,423-01-0002	240008	29.10	29.10
				Check Total:	107.96	
48460	07/14/2023	3591 COMMERCIAL POWER SYSTEMS		OHOUR TOUR!		
			A 5530.427-04-0003	240012	2,142.00	2,200.00
				Check Total:	2,142.00	
48461	07/14/2023	6545 EDUCATIONAL DATA SERVICES			•	
			A 1310.425-01-0002	240070	60.00	60.00
		**	A 1345.425-01-0001	240070	3,000.00	3,000.00
				Check Total:	3,060.00	
48462	07/14/2023	3270 ENERGY COOP.OF AMERICA				

Check Warrant Report For A - 3: GENERAL JULY 14, 2023 For Dates 7/1/2023 - 7/31/2023



Check #	Check Date Vi	endor ID Vendor Name	N a 113- 4	***		
			Account	PO Number	Check Amount	Liquidated
			A 1620.477-03-0002	230170	2,010.02	2,010.02
48463	07/14/2023	200 EL ACHOLIGE		Check Total:	2,010.02	
40403	07/14/2023	390 FLAGHOUSE	A 2110.500-03-0021	231042	66.08	66,08
			718110.000 00			00,00
48464	07/14/2023	4106 HAYLOR, FREYER, & COON		Check Total:	66.08	
	·	···	A 1910.437-01-0002	240051	7,350.96	7,350.96
				Check Total:	7,350.96	
48465	07/14/2023	543 INSTRUMENTALIST AWARDS				
			A 2110.500-03-0020	230951	76.00	76.00
40.400	07/4 4/0000			Check Total:	76,00	
48466	07/14/2023	4363 LICCIARDI RADIO SERVICES INC	·		· · · · · · · · · · · · · · · · · · ·	
			A 5510.425-04-0009	240079	450.00	450.00
48467	07/14/2023	917 NASCO		Check Total:	450.00	
	07/14/2023	817 NASCO	A 2110.500-03-0021	231039	59.92	59.92
			A 2110.300-03-0021			39.92
48468	07/14/2023	861 NYS ASSOC OF SCHOOL BUS OFFICIALS		Check Total:	59.92	
			A 1310.425-01-0002	240077	150.00	150.00
48469	07/14/2023	2799 NYSSBA		Check Total:	150.00	
			A 1920.449-01-0001	240086	6,587.00	6,587.00
48470	07/14/2023	8031 NYSSMA		Check Total:	6,587.00	
			A 2110.409-02-0004	240047	300.00	300.00
			A 2110.409-03-0020	240047	300.00	300.00
				Check Total:	600.00	
48471	07/14/2023	1002 PRINCIPAL FINANCIAL GROUP				
			A 9045.801-01-0002	240050	269.56	269.56
49470	07/44/2022	4002 C & C WORLDWIDE INC		Check Total:	269.56	
48472	07/14/2023	1092 S & S WORLDWIDE, INC.	A 2110.500-03-0021	231045	944 20	811.20
			A 2110.500-03-0021	231045	811.20	5 11.20

Check Warrant Report For A - 3: GENERAL JULY 14, 2023 For Dates 7/1/2023 - 7/31/2023



heck#	Check Date	Vendor ID Vendor Name	in the state of th	no Million III	Ott. 1.4. A	
	<u> </u>		Account	PO Number	Check Amount	Liquidated
48473	07/14/2023	1124 SCHOOL HEALTH CORP.		Check Total:	811.20	
10473	0711472023	1724 GOROGE TEACHT GORY.	A 2250.500-03-0005	231051	12.96	12.96
				Check Total:	12.96	
48474	07/14/2023	6469 SECOND STEP (COMMITTEE FOR CHILDREN)		Check Total.	12.50	
·	-		A 2110.481-02-0004	231079	868.00	868.00
				Check Total:	868.00	
48475	07/14/2023	8173 SVI INTERNATIONAL INC		10.0		
			A 1621.200-01-0003	231080	5,289.10	5,289.10
				Check Total:	5,289.10	
48476	07/14/2023	1905 THE OMNI GROUP				
	-		A 9089.801-01-0002	240085	1,680.00	2,000.00
				Check Total:	1,680.00	
48477	07/14/2023	1303 TOWN OF MARION				
			A 1620.474-02-0002	230106	2,661.65	2,661.65
			A 1621.474-01-0002	230106	42.00	42.00
			A 5530.474-04-0002	230106	196.70	196.70
				Check Total:	2,900.35	
48478	07/14/2023	1923 UNITED PARCEL SERVICE			107.00	407.00
			A 2110.500-03-0017	230623	167.93	167.93
40.470	0714450000	2007 UNITED CURRINA CORR		Check Total:	167.93	
48479	07/14/2023	3897 UNITED SUPPLY CORP.	A 2110.500-03-0023	230891	36.27	36.27
			A 2110.300-03-0023			30.27
48480	07/14/2023	7821 VALLIERE, SHANE		Check Total:	36.27	
40400	01/14/2023	1021 VALLIENE, SHANE	A 2855.449-03-0008		103.25	
			A 2855.449-03-0008		103.25	
			71 2000.440-00 0000	At		
48481	07/14/2023	1406 WCWSA		Check Total:	206.50	
			A 1620.474-02-0002	230124	187.00	187.00
			A 1620.474-03-0002	230124	263.00	263.00
			A 5530.474-04-0002	230124	235.00	235.00
			A 1620.474-03-0002	230124	90.00	90.00

Check Warrant Report For A - 3: GENERAL JULY 14, 2023 For Dates 7/1/2023 - 7/31/2023

Date



Check #	Check Date	Vendor ID Vendor Name				
			Account	PO Number	Check Amount	Liquidated
				Check Total:	775.00	
Numt	er of Transactions	s: 30		Warrant Total:	36,689.50	
				Vendor Portion ;	36,689.50	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 30 in number, in the total amount of \$36,689.50. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Signature

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 36,689.50. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

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Check Warrant Report For H - 4: CAPITAL AP AUGUST 4, 2023 For Dates 8/1/2023 - 8/31/2023



Check #	Check Date Vendor ID Vend	dor Name				
			Account	PO Number	Check Amount	Liquidated
200444	08/04/2023 1999 SEI I	DESIGN GROUP			·	
			HA22 600		3,500.00	
				Check Total:	3,500.00	
	Number of Transactions: 1			Warrant Total:	3,500.00	
•				Vendor Portion:	3,500.00	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$3,500.00. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$3,500.00. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Signature

Auditor's Signature

Check Warrant Report For A - 13: GENERAL AP AUGUST 4, 2023 For Dates 8/1/2023 - 8/31/2023



Check #	Check Date V	endor ID Vendor Name				
			Account	PO Number	Check Amount	Liquidate
48604	08/04/2023	3965 AMAZON CAPITAL SERVICES, INC.				
			A 600		124.47	
				Check Total:	124.47	
48605	08/04/2023	7688 CASCADE SCHOOL SUPPLIES INC				
			A 600		147.66	
			A 600		18.85	
				Check Total:	166.51	
18606	08/04/2023	8048 CRICKLER VENDING COMPANY, INC		_		
			A 600		8.64	
				Check Total:	8.64	
48607	08/04/2023	8033 ENERGO		· -		
			A 600		125.14	
			A 600		170.51	
			A 600		66.24	
			A 600		-48 .70	
			A 600		2,058.31	
			A 600		238.98	
			A 600		818.08	
		v.	A 600		625.47	
			A 600		259.04	
				Check Total:	4,313.07	
48608	08/04/2023	656 SHELENE HAYES				
			A 600		38.71	
				Check Total:	38.71	
48609	08/04/2023	3163 MARION CSD FED FUND				
		···	A 600		283.10	
			A 600		7,191.95	
			A 600		387.16	
				Check Total:	7,862.21	
48610	08/04/2023	817 NASCO			•	
			A 600	****	22.20	_
				Check Total:	22.20	
48611	08/04/2023	1128 SCHOOL SPECIALTY				

Check Warrant Report For A - 13: GENERAL AP AUGUST 4, 2023 For Dates 8/1/2023 - 8/31/2023



Check#	Check Date Ve	endor ID Vendor Name				
			Account	PO Number	Check Amount	Liquidated
			A 600	**	73.64	
				Check Total:	73.64	
48612	08/04/2023	7808 TOLLS BY MAIL PAYMENT PROCESSING CENTER				
			A 600	<u> </u>	69.16	
				Check Total:	69.16	
48613	08/04/2023	7738 CYNTHIA VENABLE			_	
			A 600		2,179.84	
				Check Total:	2,179.84	
48614	08/04/2023	1436 WFL BOCES GENERAL FUND				
			A 600		154.84	
			A 600		2,160.57	
			A 600		441.29	
			A 600		-2,712.32	
				Check Total:	44.38	
Nua	mber of Transactions:	11		Warrant Total:	14,902.83	
7000				Vendor Portion:	14,902.83	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 11 in number, in the total amount of \$14,902.83. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Signature

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 14,902.83. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Date

Auditor's Signature

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Check Warrant Report For A - 12: GENERAL AUGUST 4, 2023 For Dates 8/1/2023 - 8/31/2023



Check#	Check Date V	endor ID Vendor Name	A	DO 11	Mhaat A 1979	
48583	08/04/2023	3965 AMAZON CAPITAL SERVICES, INC.	Account	PO Number	Check Amount	Liquidated
	000472020	3303 AND CONTINE SERVICES, INC.	A 2110.500-02-0004	240181	347.46	347.46
			A 2110.500-02-0004	240153	107.20	107.20
			A 1240.500-01-0001	240192	38.94	38.94
			A 2110.500-03-0023	240117	173.09	173.09
			A 2110.500-02-0004	240181	-0.33	-0.33
			A 2110.500-02-0004	240181	-0.66	-0.66
			A 2110.500-02-0004	240181	-1.14	-1.14
			A 2110.500-02-0004	240181		
			A 2110.500-02-0004		-0.18	-0.18
			A 2110.500-02-0004	240181	-0.66	-0.66
			A 2110.500-02-0004	240181 240181	-0.25	-0.25
			A 2110 300-02-0004		-0.54	-0,54
48584	08/04/2023	7687 BLICK ART MATERIALS LLC		Check Total:	662.93	
			A 2110 500-03-0023	230901	10.42	10.42
			A 2110.500-03-0010	231011	303.31	303.31
			A 2110.500-03-0023	230901	14.06	14.06
				Check Total:	327.79	
48585	08/04/2023	7688 **CONTINUED** CASCADE SCHOOL SUPPLIES INC				
4858 6	08/04/2023	7688 CASCADE SCHOOL SUPPLIES INC		Check Total:	0.00	
			A 2110 500-03-0018	231033	237.73	237.73
			A 2110.500-03-0024	231019	454.23	454.23
			A 2110.500-03-0012	230878	10.96	10.96
			A 2110.500-03-0011	231032	262.96	262.96
			A 2250.500-03-0005	231021	38 16	38.16
			A 2110.500-03-0010	231025	133.85	133.85
			A 2250.500-03-0005	231047	381.17	394.27
			A 2110.500-03-0017	231016	242.00	242.00
			A 2110.500-03-0017	231018	153.65	153.65
			A 2110.500-03-0010	231010	133.46	133.46

Check Warrant Report For A - 12: GENERAL AUGUST 4, 2023 For Dates 8/1/2023 - 8/31/2023



Check #	Check Date V	/endor ID Vendor Name		2011	4 1.50 4 4	
			Account	PO Number	Check Amount	Liquidated
			A 2110.500-03-0017	231018	2,498.52	2,498.52
48587	08/04/2023	3831 NATHAN COOPER		Check Total:	4,641.69	
			A 5510.409-04-0009	240003	11.00	11.00
				Check Total:	11.00	
48588	08/04/2023	7690 DISCOUNT SCHOOL SUPPLY/EARLY CHILDHOOD LLC				
			A 2250.500-03-0005	231023	48.96	48.96
				Check Total:	48.96	
48589	08/04/2023	395 FLINN SCIENTIFIC INC		<u>-</u>		
			A 2110.500-03-0023	230897	16.00	16.00
				Check Total:	16.00	
48590	08/04/2023	7697 KURTZ BROS INC				
-	· •		A 2110.500-03-0023	230906	11.01	11.01
			A 2250 500-03-0005	231022	51.45	51.45
				Check Total:	62.46	
48591	08/04/2023	4363 LICCIARDI RADIO SERVICES INC				
			A 5510.425-04-0009	240191	330.00	330.00
			A 5510.425-04-0009	240079	450.00	450.00
				Check Total:	780.00	
48592	08/04/2023	1651 LOGICAL CONTROL SOLUTIONS				
			A 1620.427-02-0003	240060	11,500,00	11,500.00
			A 1620.427-03-0003	240060	11,500.00	11,500.00
				Check Total:	23,000.00	
48593	08/04/2023	8083 MD BUYING GROUP LLC		-		
			A 2815.500-03-0005	230919	62.53	62.53
				Check Total:	62.53	
48594	08/04/2023	817 NASCO				
			A 2110.500-03-0010	231028	302.48	302.48
48595	08/04/2023	942 PARMENTER, INC.		Check Total:	302.48	
			A 5510.573-04-0009	240016	533.48	533.48
				Check Total:	533.48	
48596	08/04/2023	1002 PRINCIPAL FINANCIAL GROUP				

Check Warrant Report For A - 12: GENERAL AUGUST 4, 2023 For Dates 8/1/2023 - 8/31/2023



Check #	Check Date Ve	endor ID Vendor Name				
			Account	PO Number	Check Amount	Liquidated
	<u>-</u>		A 9045.801-01-0002	240050	269.56	269.56
				Check Total:	269.56	
48597	08/04/2023	1106 SARGENT WELCH				
			A 2110.500-03-0023	230898	15.00	15.00
				Check Total:	15.00	
48598	08/04/2023	1128 SCHOOL SPECIALTY				
			A 2110.500-03-0023	230902	18.33	18.33
			A 2110.500-03-0021	231035	43.54	43.54
			A 2110.500-03-0023	230894	387.81	387.81
			A 2110.500-02-0004	230970	765.39	765.39
			A 2110.500-03-0023	230894	187.86	187.86
				Check Total:	1,402.93	
48599	08/04/2023	7704 UNITED SALES USA CORP				
			A 2250.500-03-0005	230910	63.83	63.83
				Check Total:	63.83	
48600	08/04/2023	3897 UNITED SUPPLY CORP.				
			A 2110,500-02-0004	230871	50.25	50.25
			A 2250.500-03-0005	231024	4.53	4.53
				Check Total:	54.78	
48601	08/04/2023	1416 WAYNE FIRE EXT SALES & SERVICE LLC				
			A 5530.427-04-0003	240029	200.00	200.00
				Check Total:	200.00	
48602	08/04/2023	7724 WAYNE FIRE EXTINGUISHERS LLC				
			A 1620.427-02-0003	240063	158.00	158.00
			A 1620.427-03-0003	240063	452.00	452.00
				Check Total:	610.00	
48603	08/04/2023	3539 WEST FIRE SYSTEMS, INC.				
			A 5530.427-04-0003	240061	234.00	234.00
				Check Total:	234.00	

Check Warrant Report For A - 12: GENERAL AUGUST 4, 2023 For Dates 8/1/2023 - 8/31/2023



Check # Check Date Vendor ID Vendor Name

Account PO Number Check Amount Liquidated

Number of Transactions: 21

Warrant Total: 33,299.42

Vendor Portion: 33,299.42

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 21 in number, in the total amount of \$33,299.42. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Signature

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 33,299.42. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Date Audi

Auditor's Signature

Title

Claims

Check Warrant Report For A - 16: GENERAL AP AUGUST 11, 2023 For Dates 8/1/2023 - 8/31/2023



Check #	Check Date Vo	endor ID Vendor Name		-		
			Account	PO Number	Check Amount	Liquidated
48615	08/10/2023	8096 ALLISON GOWANLOCK		<u> </u>		
			A 600		78.60	• • • • • • • • • • • • • • • • • • • •
				Check Total:	78.60	
48616	08/10/2023	8077 MEGAN NORTON				
			A 600		40.61	
				Check Total:	40.61	
48617	08/10/2023	7602 QUADIANT FINANCE USA INC				
			A 600		1,000.00	
				Check Total:	1,000.00	
Ma	ımber of Transactions:	3		Warrant Total:	1,119.21	
146	miner of Hillipscholle.	•		Vendor Portion:	1,119.21	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 3 in number, in the total amount of \$1,119.21. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$1,119.21. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Signature

Auditor's Signature

Check Warrant Report For A - 17: GENERAL AUGUST 11, 2023 For Dates 8/1/2023 - 8/31/2023



heck#	Check Date V	endor ID Vendor Name				
			Account	PO Number	Check Amount	Liquidated
18618	08/11/2023	310 BERNARD DONEGAN INC.				40.75
			A 1310.449-05-0002	240076	48.75	48.75
				Check Total:	48.75	
18619	08/11/2023	7687 BLICK ART MATERIALS LLC		004000	4 000 04	1,289.81
			A 2110.500-03-0010	231026	1,289.81	•
			A 2110.500-03-0010	231026	8.89	8.89
		AFAT DUDGAN AS EDNIA A BEATLAGU		Check Total:	1,298.70	
18620	08/11/2023	2525 BUREAU OF EDUC & RESEARCH	A 2110.401-03-0023		279.00	
			A 2110.401-03-0023			
				Check Total:	279.00	
48621	08/11/2023	4439 ABIGAIL L CANTELLO	A 2810.409-02-0006		129.00	
			A 2010.409-02-0000			
40000	00/44/0000	3256 CINTAS CORPORATION #411		Check Total:	129.00	
48622	08/11/2023	3236 CINTAS CORPORATION #411	A 5510.423-04-0002	240008	78.86	78.86
			A 1621.423-01-0002	240008	29.10	29.10
			A 5510.423-04-0002	240008	175.79	175.79
			A 1621.423-01-0002	240008	29.10	29.10
			A 1021.720-01-0002			20.70
48623	08/11/2023	2506 CURRICULUM ASSOCIATES LLC		Check Total:	312.85	
10020	001172020	2000 001/110020111/202011120 120	A 2110.481-02-0004	231076	5,809.19	5,809.19
				Check Total:	5,809.19	•
48624	08/11/2023	560 JAMES S. SULLIVAN AGENCY INC.		Check (Giz).	3,003.13	
			A 5510.438-04-0002	240039	1,808.96	1,808.96
				Check Total:	1,808.96	
48625	08/11/2023	4356 LINEAGE			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	
_	· · · · · ·	, · · · · · · · · · · · · · · · · · · ·	A 1480.402-01-0001	240075	287.00	287.00
			A 2110.500-03-0017	240221	287.00	287.00
			A 2110.500-03-0017	240221	287.00	287.00
				Check Total:	861.00	
48626	08/11/2023	2340 OCCUPATIONAL SAFETY ON SITE, I				
			A 5510.449-04-0002	240223	75.00	75.00
				Check Total:	75.00	

Check Warrant Report For A - 17: GENERAL AUGUST 11, 2023 For Dates 8/1/2023 - 8/31/2023



Check#	Check Date Ve	endor ID Vendor Name				
			Account	PO Number	Check Amount	Liquidated
48627	08/11/2023	8035 QUADIENT LEASING USA, INC.				
			A 1480.402-01-0001	240068	510.48	510.48
				Check Total:	510.48	
48628	08/11/2023	1128 SCHOOL SPECIALTY				
		-	A 2110.500-02-0004	230984	4.94	4.94
				Check Total:	4.94	
48629	08/11/2023	4343 TEXTBOOK WAREHOUSE				
			A 2110.480-01-0002	240195	37.20	37.20
				Check Total:	37.20	
48630	08/11/2023	7627 THE METRO GROUP INC				
			A 1620.427-02-0003	240046	228.69	228.69
			A 1620.427-03-0003	240046	228.69	228.69
				Check Total:	457.38	
48631	08/11/2023	3897 UNITED SUPPLY CORP.				
			A 2250.500-03-0005	230911	20.41	20.41
			A 2110.500-03-0023	230900	10.68	10.68
				Check Total:	31.09	
48632	08/11/2023	1338 UTICA NATIONAL INS GROUP				
			A 1910.436-01-0002		93,00	
				Check Total:	93.00	
48633	08/11/2023	1098 WILLIAM H. SADLIER, INC.				
			A 2110.480-01-0002	240196	31.69	55.64
				Check Total:	31.69	
48634	08/11/2023	1450 WILLIAMSON HARDWARE INC		, , , , , , , , , , , , , , , , , , , ,		
			A 1620.500-03-0003	240057	52.16	52.16
				Check Total:	52.16	

Check Warrant Report For A - 17: GENERAL AUGUST 11, 2023 For Dates 8/1/2023 - 8/31/2023



Check #	Check Date Vendor ID Vendor Name				
		Account	PO Number	Check Amount	Liquidated
Number of Transactions: 17			Warrant Total:	11,840.39	
Hallinet	At idding a paint,		Vendor Portion:	11,840.39	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 17 in number, in the total amount of \$11,840.39. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 11,840.39. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Date Auditor's Signature Title

Check Warrant Report For F - 5: SPECIAL AID AUGUST 11, 2023 For Dates 8/1/2023 - 8/31/2023



Check #	Check Date V	endor ID Vendor Name				
			Account	PO Number	Check Amount	Liquidated
2951	08/11/2023	3965 AMAZON CAPITAL SERVICES, INC.				
			FT23 2110.450-03- 0000	240166	951.36	951.36
				Check Total:	951.36	
2952	08/11/2023	1126 SCHOOL OF THE HOLY CHILDHOOD				
			FA24 2253.472-00- 0000	240110	556.20	556.20
				Check Total:	556.20	
2953	08/11/2023	8201 TAYLOR WOLFE				
			FR22 2110.450-01- 0000		30.00	-
				Check Total:	30.00	
Mare	mber of Transactions:	3		Warrant Total:	1,537.56	
14421	itali ai italiaaciiciis.	•		Vendor Portion:	1,537.56	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 3 in number, in the total amount of \$1,537.56. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Signature

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 1,537.56. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Auditor's Signature

Title

Check Warrant Report For H - 5: CAPITAL AUGUST 11, 2023 For Dates 8/1/2023 - 8/31/2023



Check#	Check Date V	endor ID Vendor Name				
			Account	PO Number	Check Amount	Liquidated
200445	08/11/2023	310 BERNARD DONEGAN INC.				
			H21 2110.240-00-0000	210936	1,218.75	1,218.75
				Check Total:	1,218.75	
200446	08/11/2023	8074 M/E ENGINEERING, P.C.				
			H21 2110.240-00-0000	230556	929.30	929.30
				Check Total:	929.30	
200447	08/11/2023	3741 PARADIGM				
			H21 2110.240-00-0000	221033	7,420.00	7,420.00
				Check Total:	7,420.00	
Nı	umber of Transactions:	3		Warrant Total:	9,568.05	
•••		•		Vendor Portion:	9,568.05	

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 3 in number, in the total amount of \$9,568.05. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Signature

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 9,568.05. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

e Auditor's Signature

itle

MARION SCHOOL DISTRICT CLAIMS AUDITOR REPORT

I have reviewed warrants during the period of. July 3, 2023 - Aug 4, 2023.

I hereby certify that I have verified: 24 warrants in the total amount of \$1,485,222.87

These claims have been authorized and paid to the claimants certified in the amount of each claim allowed.

She 33	Signal	Claims Auditor Title		
W		mid in on a	Total Control	
Warrant #1 General Fund - Payroll	Date:	7/7/2023	Amount;	0.00
Warrant #2 General Fund - Payroll Warrant #3 General Fund		7/7/2023		87,203.34
		7/14/2023		36,689.50
Warrant #4 General Fund		7/14/2023	10	198,111.63
Warrant #5 General Fund Warrant #6 General Fund		7/21/2023	1	25,814.07
		7/21/2023		11,391.71
Warrant #7 General Fund - Payroll		7/21/2023	- 1	0.00
Warrant #8 General Fund - Payroll Warrant #9 General Fund		7/21/2023	-	107,006,53
		7/28/2023	1	125,379.18
Warrant #10 General Fund		7/28/2023	1	425,919.29
Warrant #11 General Fund - Blank		8/4/2023		0.00
Warrant #12 General Fund		8/4/2023	6	33,299.42
Warrant #13 General Fund		8/4/2023		14,902.83
Warrant #14 General Fund - Payroll	900	8/4/2023		0.00
Warrant #15 General Fund - Payroll	FAMILIES DES	8/4/2023	No.	138,757.09
Warrant #1 Cafeteria	Date:	7/14/2023	Amount:	1,254.67
Warrant #1 Special Aid Warrant #2 Special Aid Warrant #3 Special Aid Warrant #4 Special Aid	Date:	7/14/2023 7/21/2023 7/21/2023 7/28/2023	Amount:	1,863.43 858.96 11,951.83 20,100.00
Warrant #1 Capital	Date:	7/14/2023	Amount:	140 717 55
Warrant #2 Capital	Date.	7/21/2023	AHUUMU	148,717.55 17,070.55
Warrant #3 Capital		7/28/2023		75,431.29
Warrant #4 Capital		8/4/2023		3,500.00
Warrant # TE (Scholarships)	Date:		Amount:	
		Warrant Total:		1,485,222.87

The following claims were not in compliance due to the concerns listed below:

The tollowing claims were not in con	Week Ending	Week Ending	Week Ending	Week Ending	Week Ending	Summary
Concerns:	7/7/23	7/14/23	7/21/23	7/28/23	8/4/23	Totals
Confirming PO or prior approval issues		2	1	1	1	5
Exceeded PO/Budget Line		4	1		1	6
Sales Tax on receipt or invoice		1	1			2
Late Fee/Finance Charges on receipt or invoice		1				1
Invoice/Backup does not match or is missing		2	1			3
Gift of Public Funds				1		1
Incorrect budget code						0
Miscellaneous/Other/Clerical		2	1	1		4
						Ì
TOTALS	0	12	5	3	2	22
Total Claims Audited	0	106	55	64	72	297
Percent Errors	0.00%	11.32%	9.09%	4.69%	0.00%	7.41%

SUMMARY REPORT:

There were 22 claims with findings from the period of 7/3/23 - 8/4/23. The breakdown is as follows:

- 5 claims had a confirming PO or some other prior approval issue: 1) Agriculture/Tech teacher Did not request a purchase order for conference fees after the conference approval form was approved. 2) Assistant Superintendent Paid for training with the credit card dated June 23. However, credit card sign out and purchase order was dated June 26. 3) Counseling Office Invoice for diploma stickers was dated 40 days prior to an approved purchase order. 4) High School Main Office The purchase order for the graduation speaker was dated 25 days after graduation. 5) Transportation Invoice for radio repair dated 6 days prior to approve purchase order.
- 6 claims exceeded the purchase order: 1) Facilities/Transportation The blanket purchase order for water was exceeded by \$135. It should be noted that the blanket purchase order is an estimated amount when it is created. 2) Special Education The blanket purchase order for related services provided to two homebound special education students was exceeded by \$392. 3-4) Business Office The blanket purchase order for solar energy was exceeded by over \$3500 for the February and March invoices. This is an estimated purchase order, however the balance was \$0.00 after the January invoice, so it should have been anticipated that this would need additional funds. 5) Special Education The blanket purchase order for specialized related services for a student was exceeded by \$195. 6) High School Science Teacher The purchase order was exceeded by a \$75 hazardous shipping fee that was not accounted for.
- 2 claims included sales tax:
 1) Transportation A bus driver stayed at a hotel for the Sherburne band festival and did not submit the tax exempt form. This was on the credit card.
 2) Accounts Payable A claim for an emergency repair included sales tax. I reduced the claim by the sales tax amount and approved the payment.
- · 1 claim included interest charges: The credit card was paid late the previous month and included over \$60 in interest charges.
- 3 claims had missing or unmatched invoices/backup. 1) High School Teacher/Accounts Payable A claim for mileage reimbursement between buildings included backup for an entirely different teacher. Accounts payable attached a Post-it note saying the teachers must drive the same times so she put the claim through. I rejected this claim. 2) Teacher/Accounts Payable A claim for classroom supplies ordered through Staples included seven invoices. There was no clear receiving signatures/backup indicating all the items were received. I rejected the claim until I received verification all items were actually received. 3) Accounts Payable A claim with a purchase order referencing a specific cart number was missing the actual paperwork showing me what was included in that cart number. I have asked accounts payable to supply that information multiple times.
- 1 claim was questionable on whether it was a gift of public funds. A claim labeled "horticulture supplies" was submitted which included 100 carnations and boutonniere pins just prior to graduation. In the past, I have flagged flowers for graduates as gifts of public funds. When asked if this order was actually for graduates, I was told no. I was told the students made these corsages and just practiced putting them on, but that they didn't know what they did with the flowers when they were done.
- 4 claims had miscellaneous and/or clerical errors: 1) Accounts payable keyed the wrong amount on a claim that had already been corrected/reduced. 2) Question the signature on a contract agreement for generator maintenance at the bus garage. The contract was signed by the bus mechanic. This should have at least been signed by the Director of Transportation, but preferably the purchasing agent. 3) Accounts payable Invoice for fuel should be paid out of special aids fund, but applied to the general fund instead. 4) Accounts payable swapped budget codes when applying an invoice to a purchase order with multiple budget codes.

MARION SCHOOL DISTRICT CLAIMS AUDITOR REPORT

I have reviewed warrants during the period of: May 30, 2023 - June 30, 2023.

I hereby certify that I have verified: 27 warrants in the total amount of \$2,633,632.89

These claims have been authorized and paid to the claimants certified in the amount of each claim allowed.

8/16/33	Dimbun	while	<u>Claims Auditor</u>		
Date	Signat	ure	Title		
Warrant #98 General Fund	Date:	6/2/2023	Amount:	16,351.62	
Warrant #99 General Fund		6/9/2023		348,064.93	
Warrant #100 General Fund - Payroll		6/9/2023		0.00	
Warrant #101 General Fund - Payroll		6/9/2023		498,544.70	
Warrant #102 General Fund		6/16/2023		24,687.69	
Warrant #103 General Fund		6/23/2023		351,381.65	
Warrant #104 General Fund - Payroll		6/23/2023		0.00	
Warrant #105 General Fund - Payroll		6/23/2023		1,026,137.57	
Warrant #106 General Fund		6/30/2023		185,680.37	
Warrant #107 General Fund - Payroll		6/30/2023		0.00	
Warrant #108 General Fund - Payroli		6/30/2023		47,410.03	
Warrant #39 Cafeteria	Date:	6/9/2023	Amount:	1,175.10	
Warrant #40 Cafeteria		6/16/2023		7,955.06	
Warrant #41 Cafeteria		6/23/2023		387.02	
Warrant #42 Cafeteria		6/30/2023		172.03	
Warrant #43 Special Aid	Date:	6/2/2023	Amount:	6,400.95	
Warrant #44 Special Aid		6/9/2023		193.55	
Warrant #45 Special Aid		6/23/2023		8,094.25	
Warrant #46 Special Aid		6/30/2023		261.37	
Warrant #40 Capital	Date:	6/2/2023	Amount:	7,840.00	
Warrant #41 Capital		6/9/2023		55,654.93	
Warrant #42 Capital		6/23/2023		6,888.75	
Warrant #43 Capital		6/30/2023		8,988.95	
Warrant #3 TE (Scholarships)	Date:	6/9/2023	Amount:	10,468.50	
Warrant #4 TE (Scholarships)		6/19/2023		21,722.72	
Warrant #5 TE (Scholarships)		6/23/2023		(1,000.00	
Warrant #6 TE (Scholarships)	aced of the second	6/30/2023		171.15	
		Warrant Total:		2,633,632.89	

The following claims were not in compliance due to the concerns listed below:

Concerns:	Week Ending 6/2/23	Week Ending 6/9/23	Week Ending 6/16/23	Week Ending 6/23/23	Week Ending 6/30/23	Summary Totals
Confirming PO or prior approval issues	1			3	5	9
Exceeded PO/Budget Line		5	1	3	3	12
Sales Tax on receipt or invoice			3	1	1	5
Late Fee/Finance Charges on receipt or invoice						0
Invoice/Backup does not match or is missing			1		1	2
Gift of Public Funds						0
Incorrect budget code						0
Miscellaneous/Other/Clerical					1	1
TOTALS	1	5	5	7	11	29
Total Claims Audited	27	65	121	64	108	385
Percent Errors	3.70%	7.69%	4.13%	10.94%	10.19%	7.53%

SUMMARY REPORT:

There were 29 claims with findings from the period of 5/30/23 - 6/30/23. The breakdown is as follows:

- 9 claims had a confirming PO or some other prior approval issue: 1) High School Band Invoice for three solo festival accompaniments with rehearsals dated 4 days prior to approved purchase order. 2) High School Band Purchase order for solo fest medals was dated June 9. The request to vendor states the medals are needed by June 1st, which means this purchase order was approved after the fact. 3) Wellness program There was no purchase order approved for massages for the wellness program. 4) Athletic No conference approval form was submitted for the coach accompanying students to state track meet. 5) High School Agriculture/Tech teacher A CNC machine was purchased by the teacher, then the teacher submitted a claim for reimbursement circumventing the purchasing procedures of the district. 6) Business Office There is no purchase order for the umbrella insurance policy. 7) UPK There is no purchase order for the snacks purchased from the cafeteria for the UPK program. 8) Elementary There is no purchase order for the meals for the Wayne County Grandparent volunteer program. 9) Business Office There is no purchase order for the worker's compensation insurance policy.
- 12 claims exceeded the purchase order: 1-2) Cafeteria Two separate claims exceeded the blanket purchase order for food. 3-7) Maintenance Five claims exceeded the blanket purchase orders for electricity and gas. It is important to note that these purchase orders are an estimated amount when they are created. 8) Transportation One claim exceeded the blanket purchase order for bus parts by \$78.33. 9) Special Education One claim exceeded the purchase order for tuition by \$4,160. 10) Business Office The purchase order for financial consulting was exceeded by \$135. 11) Athletic Director The purchase order for mileage was exceeded by \$57.91. 12) Transportation/Business Office The internal purchase order for fuel for UPK was exceeded by \$15,755.
- 5 claims had sales tax included in the payment. 1-3) Three invoices to the coffee/water distributor for the various offices throughout the district included tax. Accounts payable did not see that and included the tax amount in the payment. 4) High School Office Refreshments for student recognition was ordered by Aldi's InstaCart using the credit card. There was over \$42 in fees and taxes for this. The purchasing agent did address this and informed the employees not to utilize that method in the future. 5) Accounts Payable A teacher submitted a claim for reimbursement for the correct amount, however one of the receipts included tax. Accounts payable entered the wrong amount when inputting the claim by including that tax.
- 2 claims had missing or unmatched invoices/backup.
 1) Counseling Office/Accounts Payable An invoice and credit memo was applied to the wrong purchase order.
 2) Accounts Payable Missing conference approval backup. The teacher did have the conference approval done, but accounts payable did not attach it to the claim after multiple requests in the past.
- 1 claim had a miscellaneous error: A cafeteria employee submitted a claim for clothing reimbursement. However the backup indicated that many items would not have qualified as clothing appropriate for the cafeteria working environment (i.e., dresses and household items). These items were removed from the claim reducing the amount.

MARION CENTRAL SCHOOL



Comprehensive School Safety Plan 20232-20243



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Section I: Introduction

A. Purpose

The Marion District-wide School Safety Plan was developed pursuant to Commissioner's Regulation 155.17. At the direction of the Marion Central School District Board of Education, the Superintendent of Marion Central School District appointed a District-wide School Safety Team on July 12, 2021 and charged it with the development and maintenance of the District-wide School Safety Plan. This Safety Plan is intended to prevent problems and to direct appropriate actions should problems occur.

B. Identification of District-Wide School Safety Teams

District Health/Safety/Risk Management Team (AKA District Emergency Management Team or District Wide Safety Team)

* Required by SAVE

* Appointed by Board of Education & Develops, Monitors, Updates District Emergency Plan

Donald R. Bavis Ellen M. Lloyd, Superintendent Shane Dehn, Jr.-Sr. High School Principal

Joan Bender, Marion Town Supervisor

Mike DelRossaShelene Hayes, Interim Director of Transportation

Lori DeLyser, Director of Athletics

driver/Trans.

Eliza Weis, Elem. Nurse Practitioner

Nadine Mitchell, Secretary, D.O.

Student Rep.

Becky Goodman, H.S. Teacher

Ellen LloydCasey Steiner, Elem. Principal

Lauren Penders, H.S. Nurse

Tom Nortier, Interim Dir. Of Facilities

Shelene Hayes Tony Collie, Interim Bus

Robert Marshall, BOE Rep Jared DeLyser, Elem. Bldg.

Scott Parmalee, Utica National Insurance

Nikki Miller, Director of Educational Services Assistant Superintendent - Instruction Chris Wilson,

Ambulance Rep.

Michele Colway, Elem. Teacher

Marcie Stiner, WFL-BOCES Rep.

Jared DeLyser, Fire Dept. Rep.

Elementary Building Safety Team	Admin/Middle Management Safety Team	JrSr. H.S. Building Safety Team
* Required by SAVE * Appointed by Principal * Develops, monitors, updates bldglevel emergency response plan	* Receives, disseminates relevant support information to Teams * Attends training seminars * Arranges budget & logistical support * Coordinates w/outside agencies	* Required by SAVE * Appointed by Principal * Develops, monitors, updates bldglevel emergency response plan
Ellen LloydCasey Steiner Eliza Weis Shelly Colway Abbie Cantello Jared DeLyser	SuperintendentEllen Lloyd Shane Dehn Mike DelRossa Shelene Hayes	Shane Dehn Lori DeLyser Becky Goodman Student Rep

Carol	McManus	Megan
DeRos	e	

Nikki Miller Warren Bushart Tom Nortier Casey Steiner Interim
AP
Lauren Penders



C. Concept of Operations

The District-wide School Safety Plan shall be directly linked to the individual Building-level Emergency Response Plans for each school building. Protocols reflected in the District-wide School Safety Plan will guide the development and implementation of individual Building-level Emergency Response Plans.

In the event of an emergency or violent incident, the initial response to all emergencies at an individual school will be by the School Emergency Response Team.

Upon the activation of the School Emergency Response Team, the Superintendent of Schools or his/her designee will be notified and, where appropriate, local emergency officials will also be notified.

Efforts may be supplemented by County and State resources through existing protocols.

D. Code of Conduct

The Board of Education (BOE) is committed to providing a safe and orderly school environment where students may receive and district personnel may deliver quality educational services without disruption or interference. Responsible behavior by students, teachers, other district personnel, parents and other visitors is required to achieve this goal.

The District has a long-standing set of expectations for conduct on school property and at school functions. These expectations are based on principles of civility, mutual respect, citizenship, character, tolerance, honesty, and integrity.

The BOE recognizes the need to clearly define these expectations for acceptable conduct on school property, identify the possible consequences of unacceptable conduct, and ensure that discipline when necessary is administered promptly and fairly.

- Code of Conduct
- Building Handbooks exist that further outline specific protocols to building policies and procedures

The Board of Education expects students to conduct themselves in an appropriate and civil manner, with proper regard for the rights and welfare of other students, school personnel and other members of the school community, and for the care of school facilities and equipment. After having considered a policy of zero tolerance, it was decided that such action would limit the discretion necessary to view each case individually. When considering cases involving violence the following factors should be considered:

- Age of the student
- Intent of the student
- Evidence of injury or physical damage
- These factors all should be considered when deciding on the length of the student suspension.

E. <u>Comprehensive Safety</u> Plan <u>and Code of Conduct</u> review and public comment 8 NYCRR Section 155.17(b) requires the School Safety Team to review its Emergency Response Plan (ERP) annually and update it by July 1St as needed.

While linked to the District-wide School Safety Plan, Building-level Emergency Response Plans shall be confidential and shall not be subject to disclosure under Article 6 of the Public Officers Law or any other provision of law, in accordance with Education Law Section 2801- a.

The Board of Education approves an amended plan and Code of Conduct every school year following a public forum to be held on July 102, 20232 and 30 day public review/comment period that runs from July 102 to August 102, 20232.

Section II: Crisis Intervention

A. **Hazardous Sites**: The sites listed below were identified by the planning team in consultation with participating school personnel and outside agency representatives:

External List: (examples: hazardous railroad location, industrial sites with potential for chemical spills, dams or waterways with flood potential, nuclear power plants, etc.)

- Route 21 intersections
- Ginna
- Water Plant
- Cold Storage
- Downtown disaster (fire, gas leak, explosion)
- Student leaving premises
- Local farms- hazardous materials
- Parking Lots
- Fuel Storage

Internal List: (examples: chemical storage locations, boiler rooms, etc.)

- School buildings/bus garage
- School Kitchens
- Labs/Shops
- Boiler Rooms
- Custodial Areas
- Janitorial Closets
- Nurses' Offices
- Art Rooms

B. Plans for taking the following actions in response to an emergency where appropriate:

B.1 GINNA Evacuation

B.1.a Plan/Procedures

Evacuation, as the ultimate response option to a radiological emergency at the Ginna Nuclear Power Facility, requires special considerations, detailed planning and a well-coordinated effort by the Wayne County Emergency Preparedness Organization. To be successful, the organization must function efficiently in conjunction with a well-informed and cooperative public. The organization must establish and maintain credibility to receive public cooperation, and must adequately train team members and educate the public.

This evacuation plan provides general guidance and necessary information that must precede and guide the evacuation process. Agency functions that implement and coordinate a total or partial evacuation of the Emergency Planning Zone (EPZ) are further detailed in the Procedures Section of the Wayne County Evacuation Plan for each agency or individual. These agencies or individuals must also develop standard operating procedures (SOPs) that will guide assigned emergency workers in the performance of their duties.

A. Planning Assumptions for Evacuations

- 1. A release of radioactive gas, steam or material may occur that will place the public in the downwind hazard area (66½ degree sector) plus the immediate two (2) mile radius around the site (keyhole concept) at risk.
- 2. The warning that precedes the arrival of the plume over the affected area will provide sufficient time to effectively evacuate.
- 3. If the warning time is not sufficient, other interim options (e.g. sheltering) will be ordered until the time that evacuation can be carried out with minimum risk to the population.
- 4. The Response Team has been fully activated and is either present at a duty station or is on stand-by.

B. Planning Factors and Considerations

The Emergency Planning Zone (EPZ) for evacuation is the ten (10) mile radius around the Ginna Nuclear Power Plant. The EPZ includes portions of Wayne and Monroe Counties; the EPZ also extends north over Lake Ontario.

C. Emergency Levels

Three classes of Emergency Action Levels have been established by the Nuclear Regulatory Commission (NRC) and incorporated into all Radiological Emergency Preparedness planning. Each class requires a different degree of response actions by the state, counties and RG&E. The three classes are:

- 1. Unusual Event an event, which indicates a potential degradation of the level of safety of the plant.
- 2. Alert an event in progress, which involves an actual or potential substantial degradation of the level of safety of the plant. Problems leading to an alert ordinarily would not cause a release of radioactivity although the release of small quantities is possible.
- 3. Site Area Emergency events have occurred which involve actual or likely major failures of plant functions needed for protection of the public. Releases of radioactivity are

possible or may already be occurring.

D. Course of Action

If an emergency required you to take protective action, there are three courses of action you can be instructed to take:

Sheltering, Evacuation or School Closed.

- 1. Sheltering
 - Sheltering means staying inside a structure such as your home or place of business and limiting ways outside air can enter the structure. If a release of radioactivity to the air is expected to pass quickly, sheltering would provide the most effective means of protection. This means that students would remain in their individual schools.
- 2. Evacuation Emergency plans have been designed to provide time to leave the area if it were necessary to evacuate. It is important to understand that there should be time for an orderly evacuation. In the case of an evacuation, all Marion students and staff would be evacuated to the Newark Middle School. This is the site where all Marion residents will be evacuated. Superintendent will call the school's coordinator in Newark when the buses are first called and when the last bus leaves Marion. If buses are out on-runs, all buses and students will be returned to the district to begin the evacuation process.

3. School Closed

General Guidelines for Schools

- 1. If schools within the ten-mile EPZ are in session (this includes special sessions, night classes or recreational activities), they will be closed by order of the Chairman, County Board of Supervisors. This will normally occur when an Alert message is received. The prognosis for escalation, time available, evacuation time required, time of day/night and weather conditions are all factors in the decision- making process. When sufficient time is available, routine plans and procedures to close schools can be utilized. The current situation and the time available will determine what action will be taken to best protect the student population. There are three responses school closed, sheltering place or evacuation.
- 2. The following guidelines will be followed if students are to be evacuated:
 - a. Procedures to delay opening, when notification is received at the CWP during off hours (5 p.m. to 5 a.m.).
 - b. Schools in session will be closed (use school plan) by order of the Chairman, County Board of Supervisors. Once empty, the schools will be secured by school personnel, who will then follow the instructions given.
 - c. School personnel will accompany students to the reception/Congregate Care/Personnel Monitoring Center. They will remain with students until all have been reunited with family members. School personnel which have families living in the EPZ will evacuate with the students; their families will leave the EPZ on Public Evacuation Bus Runs with the general public. Evacuation efforts will be supervised by the School's Coordinator and will confer with the Superintendent of Highways.
 - d. All students and school personnel will be registered.
 - e. All students will be evacuated by bus. The personal vehicles of school personnel will be evacuated at the direction and control of the School District Superintendent

- or his/her designee.
- f. Students who attend schools located within the EPZ, but live outside the EPZ and have their own cars, will be evacuated by bus to the pre-designated Reception Center in Newark. All BOCES students would be evacuated by bus to the pre-designated Reception Center.
- g. BOCES (Williamson) students (Occupational Center) and BOCES Special Education Center students will be evacuated to the Newark High School by buses provided by the Sodus Central School.
- h. In order to account for all children and insure effective control, all parents will be directed to pick up children at the Reception Center rather than at the school.
- i. Those schools within the ten-mile EPZ which lack the resources to transport their total student population in one coordinated move will be furnished additional transportation resources on a priority basis by the County Response Organization. Requirements, including replacement for vehicles lost for maintenance, will be furnished to the Director of Transportation and updated as necessary.
- j. When notification is received of an emergency at Ginna, Superintendents of schools outside the ten-mile EPZ will be requested to place bus fleets and bus drivers on standby to help evacuate another school/nursery school/day care center or to run public evacuation routes in the EPZ. If these schools are in session, it may be necessary to hold students at the school until further instructions are received. When this happens, the information will be broadcast to the students, parents over the Emergency Broadcast System.
- k. Radio contact will be maintained with all school buses. Whenever possible, evacuation buses will be escorted by law enforcement vehicles to assure communication capability.
- 1. Emergency services and assistance will be requested from the County Response Team as required. This includes emergency route clearance, tow trucks, fuel, emergency medical services escort and others. Superintendents and school personnel at host school: (Reception/Congregate Care/Personnel Monitoring Centers) will be prepared to assist the County Response Organization in the reception, registration, control of evacuees and operation of facilities. The County Commissioner of Social Services will coordinate Reception activities. All school districts have agreements with Wayne County to provide assistance in an emergency. Memoranda of Understanding (MOU) for Congregation Care will be executed by the Director, Wayne County Chapter and American Red Cross with School District Superintendents.
- m. If Potassium Iodide is to be distributed, the recommendation will come from the Wayne County Office of Emergency Management (see Policy on Potassium Iodide in Appendix 2).
- n. The custodians will lock and secure the building and control traffic in the driveway areas. When everyone has been emptied, the alarm will be set. o. Teachers should keep attendance materials, grade books and other necessary information with them to take attendance in homeroom, on the bus and at the reception area.
- p. Cafeteria workers should close down the cafeteria, secure the area and report to the foyer/or main office.
- q. After all students have been dismissed, all staff will join the designated bus to travel to the reception area.
- r. The school nurse should bring all student medication, including Potassium Iodide medication and attendance sheets with her.

B.1.b EVACUATION PLAN FOR MARION STUDENTS

Simultaneous evacuation of our school buildings requires a totally different plan than early dismissal or emergency closings. All buses involved in this will be utilized to full legal capacity—that is, forty-nine (49) students and eight (8) adults per bus, three (3) in a seat. Small buses will have (24) students per bus.

Our present fleet consists of:

Type of Bus	No. of Buses	Seating Capacity	Standing Capacity	Total Legal Capacity
Full-size	12	66	0	792
H/C - Bus	1	15/ 2 WC	0	15
H/C - Bus	1	24/ 2 WC	0	24
H/C - Bus	1	36/ 2 WC	0	36
H/C – Bus	1	56/ 2 WC	0	56
Small Bus	3	24	0	72
Small Bus	1	34	0	34
Small Bus	4	30	0	120
TOTALE	24		<u> </u>	1140
TOTALS	24			1149

BUS LINE UP

ELEMENTARY (325 Students) (60 Adults)		7 Large Buses	7 Drivers	
56	***	50	***	
1	***	2	***	7 Large @ 49 students
62	***	59	***	And 8 adults
53	***	1		Totals - 399

A CONTRACTOR OF THE	H SCHOOL (310 lents) (55 Adults)		7 Large Buses	7 Drivers
3	***	61	***	Capacities
68	***	47	***	7 Large Buses @ 49 students
69	***	31	***	And 8 adults
				Totals - 399

	Spare Buses	
-	W/C Bus: 17, 18, 54, &61	

^{***}Drivers will not be assigned to a particular bus. Once they arrive at the bus garage, they will take any available bus and go to the assigned building***

Non-Radiological Emergencies

For non-radiological emergencies, the site of evacuation will depend upon location of emergency. Emergency coordinator would decide location to evacuate school personnel and students (e.g., Williamson CSD to North, Wayne CSD to the West).

Radiological Evacuation

At the high school, the Building Administrator will maintain a list of students attending BOCES classes. It is safe to assume that at least forty (40) students would be at the BOCES Center and would consequently be transported by Williamson buses rather than included in our group. This would help us meet our needs at the high school based on the above figures.

As soon as all buses are loaded, they will head for the Reception Center at the Newark Middle School.

Ginna Evacuation

The entire student body and staff from Marion Jr. Sr. High School and Marion Elementary School will be evacuated to the Reception Center, Newark-Middle School.

This will involve using 12, 60-passenger buses, plus one small bus.

- 1. Drivers going to High School Building need to pick up Emergency Worker Exposure Packet from Transportation Office.
- 2. The first ten drivers will be sent to the High School Building. All ten will be sent out in a group to eliminate possible problems at loading zone. The last nine buses will wait for all remaining staff from building. The tenth bus will be a small bus which will be used in back of High School Building for special need student and cafeteria workers.
- 3. The last six drivers will be sent, in a group, to the Elementary School along with five buses from Lyons.
- 4. Mechanics will have at least 1/2 tank of fuel in each bus, then line buses up in parking lot. As drivers arrive, you will take buses as lined up, not necessarily "your bus".

One large bus will be left for breakdown---pre-existing, or forth-coming problems.

This plan is based upon present building population and number of vehicles. More specific plans that have been developed by Building Principals for their individual school buildings.

B.1.c INSTRUCTIONS FOR DISTRIBUTING POTASSIUM IODINE (KI) TO STUDENTS

Elementary level

1. The nurse will prepare a package containing KI tablets, cups, permanent marker and class list for each class. The class list will also contain students who are not to receive KI (as per the student's Opt-out forms on file in the Health office). Opt-

Out will be written in red next to that student's name on the list. Juice boxes or water will be supplied for each homeroom and stored in a safe location in your classroom. (Students may swallow or chew the tablet.)

- 2. The KI distribution team will be called to the Conference Room by the administrator in the building. The administrator will review procedure. The team will deliver the packages to each homeroom that they have been assigned.
- 3. Homeroom teachers will distribute and assist students in taking the medication. The teacher should place an "X" next to the student's name on the class list and on his/her right hand. An Opt-Out student should receive an "O" on their right hand. If a student, for any reason, refuses to take the KI tablet, continue on to ensure everyone else has received the tablet and then return to the student who is refusing. If there is a medical reason or student may not be able to swallow, have the KI distribution team member bring the student to the Health Office. If the student continues to refuse, the Health Office will call the student's parents.
- 4. If you have a MESH student in your classroom, that student will be listed on your class list and should receive KI if not listed as an Opt-Out. MESH students in special areas should report to the Health Office to receive their KI.
- 5. Once the tablets have been distributed and the class list has been returned to the Health Office by the KI distribution team member, you will follow regular building evacuation procedures.
- 6. During practice drills, the KI team person will bring you a class list and washable color marker in your package. NO KI tablets, cups or water/juice will be needed for a drill. Please send your class list back (along with the packet and marker) with the KI team person who brought you your packet, with checkmarks made and use the marker on the student's hand as indicated.
- 7. Remember all students should return to their assigned homeroom.

(Please note: The Wayne County Health Department will notify the district if the KI tablets should be distributed. The directive to evacuate does not necessarily mean that the KI tablets should be administered.)

Jr-Sr High School Level

- The nurse will prepare the packet containing KI tablets, permanent marker, instructions and class list for the different forum teachers designated to various grades. The class list will also contain students who are not to receive KI (noted as 'OPT-OUT') as per the student's Opt-Out form on file in the Health Office. OPT-OUT will be clearly marked next to the student's name on the Forum list.
- 2. Water and cups will be delivered to Forum by the custodial staff. This water is stored and rotated in the wash room in the rear of the kitchen near the back door. A runner will bring the cups and water to the Forum teachers for distribution.

- 3. The KI distribution team will be called to the Health Office and will deliver the packets to each Forum teacher that they have been assigned to. A runner is also responsible for delivering packets to the various office groups.
- 4. When instructed by the school principal/superintendent, forum teachers will distribute and assist students in taking medication. The teacher should place an 'X' on the student's right hand and mark a check next to the student's name on the list.
- 5. An Opt-Out student should have an 'O' marked on his/her right hand. If a student for any reason refuses to take the KI tablet, staff will write 'refused' next to his/her name on the list. Place the list and marker back in the packet.
- 6. Once the tablets have been distributed, the runner will return to take the class list and marker back to the Health Office. On the list, the students marked to return to the Health Office will go with the runner.
- 7. Follow regular building evacuation procedures per administrative instructions.

B.2. Responses to Specific Emergencies

General Emergency Response Actions

Shelter In Place

This focuses on the courses of action when students and staff are required to remain indoors, perhaps for an extended period of time, because it is safer inside the building or a room than outside. Depending on the threat or hazard, students and staff may be required to move to rooms that can be sealed (such as in the event of a chemical or biological hazard) or without windows, or to a weather shelter (such as in the event of a tornado).

Hold In Place

If there is an internal incident or administrative matter such as students fighting in a hallway, a maintenance issue or medical emergency that requires students and staff movement be limited, a "Hold-in-Place" may be initiated. This is intended to keep students and staff out of the affected area until the situation can be rectified.

Evacuation

This focuses on the courses of action that the school will execute to evacuate school buildings and grounds. Included are school policies and procedures for on-site and off-site evacuation including evacuation routes, transportation needs, and sheltering sites, required per 8 NYCRR Section 155.17 (e)(2)(i).

Evacuation should take place if it is determined that it is safer outside than inside the building (fire, explosion, intruder, hazardous material spill) and staff, students and visitors can safely reach the evacuation location without danger.

Lockout

This annex describes the courses of action the school will execute to secure school buildings and grounds during incidents that pose an imminent concern <u>outside</u> of the school. The primary objective of a lockout is to quickly ensure all school staff, students, and visitors are secured in the school building away from the outside danger.

Lockdown

This describes the courses of action schools will execute to secure school buildings and grounds during incidents that pose an <u>immediate threat of violence</u> in or around the school. The primary objective of a lockdown is to quickly ensure all school staff, students and visitors are secured in rooms away from immediate danger. A Lockdown is the initial physical response to provide a time barrier during an active shooter/intruder event. Lockdown is not a stand-alone defensive strategy.

Crime Scene Management

This outlines procedures for securing and restricting access to the crime scene in order to preserve evidence in cases of violent crimes on school property as required in 8 NYCRR Section 155.17 (e)(2)(viii).

Evidence is critical to the investigation and prosecution of criminal cases. Therefore, only trained professionals should do the collection and preservation of evidence. Before those professionals arrive, it is important that the crime scene remain as uncontaminated as

possible. There are things that can be done by people who arrive at the scene first to help protect the evidence. These procedures were developed around the RESPOND acronym, which was designed to aid in remembering the steps to securing crime scenes and evidence.

Communications

This includes communication and coordination during emergencies and disasters (both internal communication and communication with external stakeholders, required under 8 NYCRR Section 155.17 (e)(2) (iv), as well as the communication of emergency protocols before an emergency and communication after an emergency. Additionally, procedures shall be included for emergency notification of persons in a parental relation (8 NYCRR Section 155.17 (e)(2)(i).

Medical and Mental Health Emergency

This describes the courses of action that the school will implement to address emergency medical (e.g. first aid) and mental health counseling issues. Schools should coordinate these efforts with appropriate emergency medical services, law enforcement, fire department and emergency management representatives. 8 NYCRR Section 155.17 (e)(2)(vi) requires the coordination of the ERP with the statewide plan for disaster mental health services. The details of how this coordination is accomplished should be documented within this annex. Schools should consider contacting their county Director of Mental Health and Community Services for information on services available for addressing mental health issues in an emergency.

Accounting for All Persons

This focuses on developing courses of action to account for the whereabouts and well-being of students, staff, and visitors, and identifying those who may be missing.

Reunification

The Reunification function details a safe and secure means of reuniting parents/guardians with their children in the event of an emergency.

Continuity of Operations Plan (COOP)

This annex describes how the school and school district will help ensure that essential functions continue during an emergency and its immediate aftermath. Essential functions include business services (payroll and purchasing), communication (internal and external), computer and systems support, facilities maintenance, safety and security, and continuity of teaching and learning.

Active Shooter

The purpose of this function is to ensure that there are procedures in place to protect students/staff and school property in the event of an active shooter on school grounds or in the school building.

Bomb Threat

The purpose of this annex is to ensure that there are procedures in place to protect students/staff and school property in the event of a bomb threat.

Evacuation For Students With Disabilities

The Building Principal should determine who will assist students, faculty members, and visitors with disabilities in the case of an emergency evacuation. Classroom Teachers, 1:1 Student Aides, School Health Personnel, Evacuation Assistants and the Building Secretaries should learn how to safely assist and evacuate people with disabilities during an emergency.

- Each school updates its evacuation information yearly and as needed throughout the school year for each of its students and faculty members. The evacuation plans are kept on file at the District Office and distributed to each school building.
- Students with handicapping conditions who will require specific assistance during an
 emergency evacuation will be identified each school year through the C.S.E. office,
 School Nurse or parents.
- The school district requests that faculty members who feel they may need special assistance during an emergency evacuation to self-identify so arrangements can be made in advance to meet their needs.
- The Building Principal should prepare a personal evacuation plan for individuals requiring special assistance during an evacuation.
- Written plans outlining procedures for evacuating persons with handicapping conditions are kept in the emergency evacuation folders in each classroom.

All personnel involved in safely assisting people with handicapping conditions will be required to practice the evacuation plan twelve times yearly. During these drills it will be important to verify that individuals with handicapping conditions are capable of successfully leaving the building, unassisted, via emergency routes or with their assigned assistant. During lockdown situations, clearance and release should only be affected by law enforcement personnel.

B.3 Severe Weather

Sequential Response Actions:

- 1. Escort students to safe areas and close all blinds.
- 2. Monitor all National Weather Service severe thunderstorm and tornado watch or warning on Weather Alert Radio or local radio stations.
- 3. Notify the Building Administrator or Administrator covering the building who will contact the Superintendent or his/her designee (ES-ext. 2158, HS-ext. 3100, DO-ext. 1200).
- 4. Curtail all outside activities. Bring students indoors immediately.
- 5. The Building Administrator will notify the Superintendent or designee on Emergency Management Team who will assign weather spotters to specific locations.
- 6. If a tornado or high winds are threatening, take shelter in the hallways at the lowest floors in the facility possible, away from windows and out of large rooms such as cafeterias and gymnasiums.
- 7. Continue to monitor outside weather conditions, radio and local radio stations. When "warning" is rescinded or "all clear" is given, organize to resume normal activities if there is no damage to school property.
- 8. Take note of any observed damage to school buildings or nearby structures, including utility poles, etc. Report such damage and/or potential danger to Emergency Management Team immediately.

C. Identification of School Personnel

C1. AED/First Aid Trained

The following employees completed acceptable first-aid training or are licensed providers for Health Care:

STAFF/COACHES

Buckles, MacKenzie	Goodell, Bob	Penders, Lauren
Campbell, Dan	Hollebrandt, Theresa	Pfeiffer, Paul
Crouch, Adrienne	Hudson, TaylorEmma	Raes, Brianne
	Voorhees	
Delyser, Jared	Krocke, Terry	Reiss, Jim
Delyser, Lori	Metcalfe, Mark	Taylor, Sue
DeYoung, Laura	Molisani, Jeff	Weis, Eliza

C2. District Contacts

DISTRICT Phone: 315-926-2300

Donald Bavis Ellen Lloyd, Superintendent	dbavis@mariones.orgelloyd@mariones.org
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Nikki Miller, Director of Educational Services Assistant Superintendent Instruction	nmiller@marioncs.org
David Wise, Director of Technology & Innovative Programs	dwise@marioncs.org
Tom Nortier, Interim Director of Facilities	tnortier@marioncs.org
Warren Bushart, <u>Interim</u> Director of Food Services	wbushart@marioncs.org

JR-SR HIGH SCHOOL Phone: 315-926-4228

Shane Dehn, Principal	sdehn@marioncs.org
Casey SteinerOpen, K-12 Asst. Principal	esteiner@mariones.orgbraes@mariones.org
Lori DeLyser, Athletic Director	Idelyser@marioncs.org
Lauren Penders, School Nurse	lpenders@marioncs.org
Lori Ellsworth, Cook Manager	lellsworth@marioncs.org

ELEMENTARY SCHOOL Phone: 315-926-4256

Ellen LloydCasey Steiner, Principal	elloyd@mariones.org
Casey Steiner Open, K-12 Asst. Principal	esteiner@mariones.orgbraes@mariones.org
Jared DeLyser, PE Teacher	jdelyser@marioncs.org
Eliza Weis, School Nurse	eweis@marioncs.org

Barbara Taylor, Cook Manager	btaylor@marioncs.org

TRANSPORTATION Phone: 315-926-2436

Mike DelRossaShelene Hayes, Interim	mdelrossa@marioncs.orgslochner@marioncs.org
Director of Transportation	
Shelene Hayes Tony Collie, Interim Head Bus	slochner@mariones.orgtcollie@mariones.org
Driver	

OUTSIDE AGENCIES Contact 911

State Police	585-398-4129
Sheriff Department	315-946-9711
Marion Fire Department	315-926-4341
Marion Highway Department	315-926-4201
Marion Town Clerk's Office	315-926-4271

Section III: Crisis Management

Notification of parents is essential in any emergency. In any case where the emergency plan has been implemented parents should be notified via SchoolMessenger call, text, or email the day of the event. In the case of an early dismissal the parents of students in grades **UPK-12** should be notified by phone whenever possible. It is therefore essential that all homerooms teachers have student information available on a to-go basis. In the case of an evacuation, this information should be taken out of the building by the homeroom teacher.

Section IV: Prevention and Intervention Strategies

A. Policies and Procedures related to school building security

Policies and procedures related to school building security, including, where appropriate, the use of school safety officers and/or security devices or procedures.

All school personnel are obligated to enforce the school policies related to school safety and violence, Policy 3412.

Both education buildings in the District are equipped with security cameras and building access control systems.

The District monitors the cameras during regular school hours.

Outside of school hours, cameras tape continuously. These tapes can be reviewed as needed.

B. Policies and Procedures for the Dissemination of Informative Materials

Policies and procedures for the dissemination of informative materials regarding the early detection of potentially violent behaviors including, but not limited to:

- 1. The identification of family, community and environmental factors to school personnel, parents and others in parental relation to students of the school district or BOE, students and other persons deemed appropriate to receive such information.
- 2. Building Administrators and counselors share pertinent intake information regarding specific students with school personnel.
- 3. Principals (or designee) meet with school personnel after an incident to discuss strategy.
- 4. Policy 8202, Regulation 8202R and Procedure 8202P as they relate to Suicide and Other

At-Risk Behavior: Awareness, Intervention and Postvention.

5. Threat assessment conducted when needed.

C. Policies and Procedures for Annual Multi-Hazard School Training

Policies and procedures for annual multi-hazard school training for school personnel and students, including the strategies for implementing training related to multi-hazards.

The Building Administrator will annually review with school personnel and students, their role in implementing the emergency plan.

D. Procedures for the Review and Conduct of Drills and Other Exercises

Procedures for the review and conduct of drills and other exercises to test components of the

emergency response plan, including the use of tabletop exercises, in coordination with local and county emergency responders and preparedness officials.

- 1. As the initial plan is developed and annually as the plan is updated, the chairperson of the planning committee will submit a draft of the plan to each affected county emergency management coordinator for review to insure compatibility with the county plan and statewide plan.
- 2. In addition, the Superintendent will conduct at least one test of the emergency response procedures or a table top exercise annually. All tests will be conducted in cooperation with local and county emergency management officials to the extent possible.
- 1. Student input sheets are available in each building so that students can report any threatening behavior.
- 2. Parents are notified annually that they can call any building administrator with concerns on potential issues of violence during business hours. The District Office number is available during non-business hours (589-9661) to report such issues.
- 3. Parents are also notified via US mail of the early warning signs regarding violence and drug use. This is through monthly building level newsletters.
- 4. Specialized parent nights may be held during the school year to address violence, drug or alcohol use/abuse.

Section V: Pandemic Protocols

A. Essential personnel for a state-ordered reduction of in-person workforce

The state-ordered reduction of in-person workforce assumes that teachers are teaching remotely, the only students attending programs are high needs students and those that cannot receive instruction remotely. The district would use its management rights to maintain the appropriate level of staffing to do what is in the best interest of the district operationally and fiscally. The reduction of staff would primarily impact the CSEA.

The district would use past practice and the programs available to help navigate and operate during a pandemic. The district may look to use such state programs as the Shared Work Plan to reduce district expenditures, but maintain its workforce. Furloughing and layoffs may also be used depending on the conditions of the pandemic.

Minimal Essential Staff

- One Cleaner, groundskeeper, and one Custodian on a rotational schedule to keep the buildings and facilities cleaned and maintained
- All teachers would be teaching remotely
- Bus drivers would be used for potential meal deliveries and for out of district runs for special education programs if in operation
- Food service staff would be needed one or two days a week to provide meals
- Building administration and clerical would be limited to one or two days a week and on a rotational basis.

B. Protocols for non-essential employees to work remotely.

Instruction would be done synchronously and asynchronously through zoom, schoology, seesaw, google classroom, student chromebooks, teacher laptops utilizing home internet connections and district provided hotspots as needed. Office personnel would be able to work remotely by accessing software through remote apps, cell phones, and email.

C. Protocols to prevent overcrowding on public transportation systems and at worksites. This does not apply to the Marion CSD. Marion CSD is a very small rural district that does not have or use public transportation and worksite personnel are very few in numbers.

D. Procurement of PPE

The Director of Facilities will work closely with the Director of Finance and Operations to ensure that adequate PPE is available. All department leaders and building leaders will communicate their PPE needs to the Director of Facilities. The Director of facilities will maintain a stock room for PPE. PPE items will need to be purchased in advance and when available to avoid a shortage.

E. Protocols followed for exposure to communicable disease that is subject to the public health emergency.

A Public Health Emergency Coordinator will be hired to help maintain all safety and health protocols if students are in attendance. Any employee suspected of contamination will follow the Public Health protocols implemented by the DOH which may include but may not be limited to testing and quarantining. Proper cleaning protocols will be followed to clean any suspected contaminated areas. All state and federal protocols will be followed

including any laws regarding sick leave or health information privacy.

F. Protocol for documenting hours and work location for employees and outside visitors such as contractors.

Hourly employees are required to fill out timesheets documenting their work hours and location. All staff are required to complete a digital form when in attendance at work confirming that they do not exhibit any symptoms or have been exposed to anyone that has been tested positive for the health emergency. Cleaning protocols require documentation of time, location, and the person sanitizing. School cameras may also be used to help contact trace. Outside visitors are required to follow all protocols for health and safety for the health emergency. Outside visitors are also required to sign in with date, time, and purpose as well as answer health emergency questions to ensure they are not exhibiting symptoms.

G. Emergency housing

The Marion CSD does not feel that this applies to them. The Marion CSD is a very small rural district with less than 700 students. The vast majority of the staff live within a 30-minute commute of the district.

Marion Central School

Code of Conduct

As Required by New York State S.A.V.E. Legislation

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CODE OF CONDUCT

I. INTRODUCTION

The Board of Education ("Board") is committed to providing a safe and orderly school environment where students may receive and district personnel may deliver quality educational services without disruption or interference. Responsible behavior by students, teachers, other district personnel, parents and other visitors is essential to achieving this goal.

The district has a long-standing set of expectations for conduct on school property and at school functions. These expectations are based on the principles of civility, mutual respect, citizenship, character, tolerance, honesty and integrity.

The Board recognizes the need to clearly define these expectations for acceptable conduct on school property, identify the possible consequences of unacceptable conduct, and to ensure that discipline when necessary is administered promptly and fairly. To this end, the Board adopts this Code of Conduct ("code").

Dissemination of Code of Conduct

The Board will work to ensure that the community is aware of this Code of Conduct by:

- 1. Providing a public hearing prior to Board approval.
- 2. Providing copies of a summary of the Code to all students, in an age-appropriate, plain-language version, at a general school assembly held at the beginning of each school year.
- 3. Making copies of the Code available to all parents at the beginning of the school vear.
- Providing a summary of the Code of Conduct written in plain language to all
 parents of District students before the beginning of the school year and making
 this summary available later upon request.
- 5. Providing all current teachers and other staff members with a copy of the Code and a copy of any amendments to the code as soon as practicable after adoption.
- 6. Providing all new employees with a copy of the current Code of Conduct when they are first hired.
- 7. Making copies of the Code available for review by students, parents and other community members and provide opportunities to review and discuss this Code with the appropriate personnel.

Unless otherwise indicated, this code applies to all students, school personnel, parents and other visitors when on school property or attending a school function.

II. DEFINITIONS

For the purpose of this code, the following definitions apply.

"Disruptive student" means a student under the age of 21 who is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom.

"Parent" means the biological, adoptive or foster parent, guardian or person in parental relation to a student.

"School property" means in or within any building, structure, athletic playing field, playground, parking lot or land contained within the real property boundary line of a public elementary or secondary school, or in or on a school bus (Education Law Section 11[1]).

"School Bus" means every motor vehicle owned and operated for the transportation of pupils, children of pupils, teachers and other persons acting in a supervisory capacity, to or from school or school activities, or, privately owned and operated for compensation for the transportation of pupils, children of pupils, teachers and other persons acting in a supervisory capacity to or from school or school activities (Education Law Section 11[1] and Vehicle and Traffic Law Section 142).

"School function" means any school-sponsored extra-curricular event or activity.

"Disability" means (a) a physical, mental or medical impairment resulting from anatomical, physiological, genetic or neurological conditions which prevents the exercise of a normal bodily function or is demonstrable by medically accepted clinical or laboratory diagnostic techniques or (b) a record of such an impairment or (c) a condition regarded by others as such an impairment, provided, however, that in all provisions of this article dealing with employment, the term must be limited to disabilities which, upon the provision of reasonable accommodations, do not prevent the complainant from performing in a reasonable manner the activities involved in the job or occupation sought or held (Education Law Section 11[4] and Executive Law Section 292[21]).

"Employee" means any person receiving compensation from a school district or employee of a contracted service provider or worker placed within the school under a public assistance employment program, pursuant to title nine B of article five of the Social Services Law, and consistent with the provisions of such title for the provision of services to such district, its students or employees, directly or through contract, whereby such services performed by such person involve direct student contact (Education Law Section s11[4] and 1125[3]).

"Sexual Orientation" means actual or perceived heterosexuality, homosexuality, or bisexuality (Education Law Section 11[5]).

"Gender" means actual or perceived sex and includes a person's gender identity or expression (Education Law Section 11[6]).

"Harassment" and "Bullying" means the creation of a hostile environment by conduct or by verbal threats, intimidation or abuse that has or would have the effect of unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional or physical wellbeing; or conduct, verbal threats, intimidation or abuse that reasonably causes or would reasonably be expected to cause a student to fear for his or her physical safety; such conduct, verbal threats, intimidation or abuse includes but is not limited to conduct, verbal threats, intimidation or abuse based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex (Education Law Section 11[7]).

"Race" means a group of persons related by a common descent or heredity. For purposes of enumeration the U.S. Census Bureau uses terms such as: "White/Caucasian", "Black/African American/African-descent, "Asian", "Bi-racial", "Hispanics/Latinos" etc. to describe and classify the inhabitants of the United States.

"Color" means the term refers to the apparent pigmentation of the skin, especially as an indication or possible indication of race.

"Weight" means aside from the obvious meaning in the physical sciences, the word is used in reference to a person's "size".

"National Origin" means a person's country of birth or ancestor's country of birth.

"Ethnic Group" means a group of people who identify with each other through a common heritage including language, culture, and often a shared or common religion and or ideology that stresses ancestry.

"Religion" means specific fundamental beliefs and practices generally agreed to by large numbers of the group or a body of persons adhering to a particular set of beliefs and practices.

"Religious Practice" means a term including practices and observances such as attending worship services, wearing religious garb or symbols, praying at prescribed times, displaying religious objects, adhering to certain dietary rules, refraining from certain activities, proselytizing, etc.

"Sex" means the biological and physiological characteristics that define men and women. (MALE and FEMALE denote "sex".)

"Gender" means the socially constructed roles, behaviors, activities, and attributes that a given society considers appropriate for men and women. (MASCULINE and FEMININE denote "gender".)

"Sexual orientation" means the sex to which a person is sexually attracted. Someone attracted primarily or exclusively to members of the opposite sex is characterized as straight or heterosexual. Someone attracted primarily or exclusively to members of the same sex is characterized as homosexual. A person with a strong or viable attraction to both genders is characterized as bisexual or pansexual.

"Disability" means any restriction or lack (due to any impairment) of ability to perform an activity in the manner or within the range considered typical.

"Violent student" means a student under the age of 21 who:

- 1. Commits an act of violence upon a school employee.
- 2. Commits, while on school property or at a school function, an act of violence upon another student or any other person lawfully on school property or at the school function.
- 3. Possess, while on school property or at a school function, a weapon.
- 4. Displays, while on school property or at a school function, what appears to be a weapon.
- 5. Threatens, while on school property or at a school function, to use a weapon.
- 6. Knowingly and intentionally damages or destroys the personal property of any school employee or any person lawfully on school property or at a school function.
- 7. Knowingly and intentionally damages or destroys school district property.

"Weapon" means a firearm as defined in 18 USC Section 921 for purposes of the Gun Free Schools Act. It also means any other gun, pistol, revolver, shotgun, rifle, machine gun, disguised gun, dagger, dirk, razor, stiletto, switchblade knife, gravity knife, brass knuckles, sling shot, metal knuckle knife, box cutters, can sword, electronic dart gun, Kung Fu star, electronic stun gun, pepper spray or other noxious spray, explosive or incendiary bomb, or other device, instrument, material or substance that can cause serious physical injury or death when used as a weapon.

III. STUDENT BILL OF RIGHTS AND RESPONSIBILITIES.

With every right comes a responsibility.

It is the student's right:

It is the student's responsibility:

 To attend school in the district in which one's → parent or legal guardian resides. To attend school daily, regularly and on time, perform assignments, and strive to do the highest quality work possible and be granted the opportunity to receive a good education.

- To expect that school will be a safe, orderly and purposeful place for all students to gain an education and to be treated fairly.
- 3) To be respected as an individual.
- To express one's opinions verbally or in writing.
- 5) To dress in such a way as to express one's personality.
- To be afforded equal and appropriate educational opportunities.
- 7) To take part in all school activities on an equal basis regardless of race, color creed, religion, religious practice, sex, sexual orientation, gender, national origin, ethnic group, political affiliation, age, marital status, or disability.
- 8) To have access to relevant and objective information concerning drug and alcohol abuse, as well as access to individuals or agencies capable of providing direct assistance to students with serious personal problems.
- 9) To be protected from intimidation, harassment, or discrimination based on actual or perceived race, color, weight, national origin, ethnic group, religion, or religious practice, sex, gender/gender identity, sexual orientation, or disability, by employees or students on school property or at a school-sponsored event, function or activity.
- 10) Present their version of the relevant events to school personnel authorized to impose a disciplinary penalty as a connection with the imposition of the penalty.
- Access school rules and, when necessary, receive an explanation of those rules from school personnel.

- To be aware of all rules and expectations regulating student's behavior and conduct oneself in accordance with these guidelines.
- To respect one another and to treat others in the manner that one would want to be treated.
 - To express opinions and ideas in a respectful manner so as not to offend, slander, or restrict, the rights and privileges of others.
 - To dress appropriately in accordance with the dress code, so as not to endanger physical health, safety, limit participation in school activities or be unduly distracting.
- To be aware of available educational programs in order to use and develop one's capabilities to their maximum.
- To work to the best of one's ability in all academic and extracurricular activities, as well as being fair and supportive of others.
- To be aware of the information and services available and to seek assistance in dealing with personal problems, when appropriate.
- To respect one another and treat others fairly in accordance with the District Code of Conduct and the provisions of the Dignity Act. To conduct themselves in a manner that fosters an environment that is free from intimidation, harassment, or discrimination. To report and encourage others, to report any incidents of intimidation, harassment or discrimination.
- To react to direction given by teachers, administrators and other school personnel in a positive manner. To work to develop mechanisms to control their anger and accept responsibility for their actions.
- To conduct themselves as representatives of the district when participating in or attending school-sponsored extra-curricular events and to hold themselves to the highest standards of conduct, demeanor, and sportsmanship.

IV. ESSENTIAL PARTNERS

A. PARENTS/GUARDIANS

1. Recognize that the education of their child(ren) is a joint responsibility of the parents/guardians and the school community.

- 2. Ensure their children attend school regularly on time and ensure absences are excused.
- 3. Help their children understand that in a democratic society appropriate rules are required to maintain a safe, orderly environment.
- 4. Know school rules and help their children understand them.
- Convey to their children a supportive attitude toward education and the district.
- 6. Build good relationships with teachers, other parents/guardians and their children's friends.
- 7. Help their children deal effectively with peer pressure.
- 8. Inform school officials of changes in the home situation that may affect student conduct or performance.
- 9. Insist their children be dressed and groomed in a manner consistent with the student dress code.
- 10. Work with our schools to maintain open and respectful communication.
- 11. Provide a place for study and ensure homework assignments are completed.
- 12. Teach their children respect and dignity for themselves, and other students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, or sex, which will strengthen the child's confidence and promote learning in accordance with the Dignity for All Students Act.
- 13. Report incidents of discrimination and harassment that are witnessed or otherwise brought to a teacher's attention to the building administrator and/or Dignity Act Coordinator (DAC) in a timely manner.
- 14. Maintain confidentiality about all personal information and educational records concerning students and their families.

B. TEACHERS

- 1. Maintain a climate of mutual respect and dignity for all students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, or sex, with an understanding of appropriate appearance, language, and behavior in a school setting, which will strengthen students' self-image and promote confidence to learn.
- 2. Know school policies and rules, and enforce them in a fair and consistent manner.
- 3. Communicate to students and parents:
- 4. Expectations for students
- 5. Classroom discipline plan.
- 6. Be prepared to teach.
- 7. Demonstrate interest in teaching and concern for student achievement.
- 8. Communicate to students and parents:

- a. Course objectives and requirements.
- b. Marking/grading procedures.
- c. Assignment deadlines.
- d. Expectations for students.
- e. Classroom discipline plan.
- f. Communicate regularly with students, parents and other teachers concerning growth and achievement.
- 9. Confront issues of discrimination and harassment in any situation that threatens the emotional or physical health or safety of any students, school employee or any person who is lawfully on school property or at a school function.
- 10. Address personal biases that may prevent equal treatment of all students in the school or classroom setting.
- 11. Report incidents of discrimination and harassment that are witnessed or otherwise brought to a teacher's attention to the building administrator and/or Dignity Act Coordinator (DAC) in a timely manner.
- 12. Maintain confidentiality about all personal information and educational records concerning students and their families.

C. SCHOOL COUNSELORS/STUDENT SUPPORT

- 1. Assist students in coping with peer pressure and emerging personal, social and emotional problems.
- 2. Initiate teacher/student/counselor conferences and parent/teacher/ student/counselor conferences, as necessary, as a way to resolve problems.
- 3. Regularly review with the students their educational progress, career plans and graduation requirements.
- 4. Provide information to assist students with career planning.
- 5. Encourage students to benefit from the curriculum and extracurricular programs.
- 6. Coordinate Intervention Support Services, as needed, with student, parent, Building Principal and teachers.
- 7. Maintain and encourage a climate of mutual respect and dignity for all students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, or sex, with an understanding of appropriate appearance, language, and behavior in a school setting, which will strengthen students' self-image and promote confidence to learn.
- 8. Report incidents of discrimination and harassment that are witnessed or otherwise brought to the counselor's attention to the building administrator and/or Dignity Act Coordinator (DAC) in a timely manner.
- 9. Maintain confidentiality about all personal information and educational records concerning students and their families.

D. OTHER SCHOOL STAFF & VOLUNTEERS

- 1. Follow the Code of Conduct; know, abide by and enforce school rules in a fair and consistent manner.
- 2. Set a good example for students and other staff by demonstrating dependability, integrity and other standards of ethical conduct.
- 3. Assist in promoting a safe, orderly and stimulating school environment.
- 4. Maintain confidentiality about all personal information and educational records concerning students and their families.
- 5. Maintain and encourage a climate of mutual respect and dignity for all students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, or sex, with an understanding of appropriate appearance, language, and behavior in a school setting, which will strengthen students' self-image and promote confidence to learn.
- Report incidents of discrimination and harassment that are witnessed or otherwise brought to a staff member's attention to the building administrator and/or Dignity Act Coordinator (DAC) in a timely manner.

E. PRINCIPALS

- 1. Promote a safe, orderly and stimulating school environment, supporting active teaching and learning.
- Ensure that students and staff have the opportunity to communicate regularly with the Principal and approach the Principal for redress of grievances.
- Evaluate on a regular basis the effective safety, behavioral and school management issues related to all instructional programs, appropriately documenting act.
- 4. Maintain and encourage a climate of mutual respect and dignity for all students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, or sex, with an understanding of appropriate appearance, language, and behavior in a school setting, which will strengthen students' self-image and promote confidence to learn.
- 5. Follow up on any incidents of discrimination and harassment that are witnessed or otherwise brought to the Principal's attention in a timely manner in collaboration with the Dignity Act Coordinator (DAC).
- 6. Be responsible for enforcing the Code of Conduct, ensuring that all cases are resolved promptly and fairly and, when necessary, appropriately documenting actions.
- 7. Maintain confidentiality about all personal information and educational records concerning students and their families.

F. SUPERINTENDENT

- 1. Promote a safe, orderly and stimulating school environment, free from intimidation, discrimination and harassment, supporting active teaching and learning.
- 2. Review with district administrators the policies of the Board of Education and state and federal laws relating to school operations and management.
- 3. Inform the Board of Education about educational trends relating to student discipline.
- 4. Work to create instructional programs that minimize problems of misconduct and are sensitive to student and teacher needs
- 5. Work with district administrators in enforcing the code of conduct and ensuring that all cases are resolved promptly and fairly.
- 6. Address all areas of school-related safety concerns.
- 7. Maintain confidentiality about all personal information and educational records concerning students and their families.

G. BOARD OF EDUCATION

- 1. The District Code of Conduct will be reviewed and adopted annually.
- Collaborate with students, teachers, administrators and parent organizations, school safety personnel and other school personnel to develop a Code of Conduct that clearly defines expectations for the conduct of students, District personnel and visitors on school property and at school functions.
- 3. Approve and review at least annually the District's Code of Conduct to evaluate the code's effectiveness and the fairness and consistency of its implementation.
- 4. Appoint a Dignity Act Coordinator in each school building. The Dignity Act Coordinator will be thoroughly trained to handle human relations in the areas of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender/gender identity, and sex. The Dignity Act Coordinator will be accessible to students and other staff members for consultation and advice as needed on the Dignity Act.
- 5. Lead by example by conducting Board meetings in a professional, respectful and courteous manner.
- 6. Maintain confidentiality about all personal information and educational records concerning students and their families.

H. USE OF ELECTRONIC COMMUNICATION DEVICES

Students are prohibited from using or having on or in an operational mode any paging device, mobile telephone, cellular telephone, laser pointer or pen or any other type of telecommunications or imaging device during instructional time, except as expressly permitted in connection with authorized use in classrooms. While students are permitted to possess such devices during the school day, they are prohibited from using

them in any manner which invades the privacy of students, employees, volunteers or visitors. Students are not permitted to use any form of information technology, including their own personal electronic devices, to intimidate, harass or threaten others. This type of harassment is generally referred to as cyberbullying. If a student violates this prohibition, then the student is subject to discipline under this provision and/or any other provision in the District *Code of Conduct* that may be applicable to the circumstances involved. Any electronic device that is permitted on school property is encouraged to be kept on the person and in a concealed manner.

Teachers and all other Board personnel should exemplify and reinforce acceptable student dress and behavior (including possession/use of electronic devices) and help students develop an understanding of appropriate appearance and conduct in the school setting.

V. STUDENT DRESS CODE

All students are expected to give proper attention to personal cleanliness and to dress appropriately for school and school functions. Students and their parents have the primary responsibility for acceptable student dress and appearance. Teachers and all other district personnel should exemplify and reinforce acceptable student dress and help students develop an understanding of appropriate appearance in the school setting.

- A. Student's dress, grooming and appearance, including hair style/color, jewelry, make-up, and nails, shall:
 - 1. Be safe, appropriate and not disrupt or interfere with the educational process or pose a threat to the safety and/or health of self or others, or violate any lawful statute.
 - 2. Recognize that extremely brief garments are not appropriate.
 - 3. Ensure that underwear is completely covered with outer clothing.
 - 4. Include footwear at all times. Footwear that is a safety hazard will not be allowed.
 - 5. Students are allowed to wear hats in the halls. Individual teachers have the right to determine if a student may or may not wear a hat in their classroom. Students must comply with the teacher's request. Hats will not be allowed in the auditorium.
 - 6. Not include items that are vulgar, obscene, libelous, or denigrate others on account of race, color, religion, ancestry, national origin, sex, sexual orientation or disability.
 - 7. Not promote and/or endorse the use of alcohol, tobacco, or illegal drugs and/or encourage other illegal or violent activities.

Each Building Principal shall be responsible for informing all students and their parents of the student dress code at the beginning of the school year and any revisions to the dress code made during the school year. A more comprehensive dress code can be found in each building's student handbook.

Students who violate the student dress code shall be required to modify their

appearance by covering or removing the offending item, and, if necessary or practical, replacing it with an acceptable item. Any student who refuses to do so shall be subject to discipline, up to and including in-school suspension for the day. Any student who fails to comply with the dress code shall be subject to further discipline, up to and including out of school suspension.

VI. PROHIBITED STUDENT CONDUCT

The Board of Education expects students to conduct themselves in an appropriate and civil manner, with proper regard for the rights and welfare of other students, district personnel and other members of the school community, and for the care of school facilities and equipment.

The best discipline is self-imposed, and students must learn to assume and accept responsibility for their own behavior, as well as the consequences of their misbehavior. District personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the students' ability to grow in self-discipline.

The Board recognizes the need to make its expectations for student conduct while on school property or engaged in a school function specific and clear. The rules of conduct listed below are intended to do that and focus on safety and respect for the rights and property of other. Students may be subject to disciplinary action, up to and including suspension from school, when they:

- A. Engage in conduct that is disorderly. Examples of disorderly conduct include:
 - 1. Running in hallways.
 - 2. Making unreasonable noise.
 - 3. Using language or gestures that are profane, lewd, vulgar or abusive.
 - 4. Inappropriate use of cell phones, IPODS, and other technological devices.
 - 5. Inappropriate displays of affection.
 - 6. Engaging in any willful act which disrupts the normal operation of the school community.
 - 7. Failing to comply with the lawful directions of teachers, school administrators or other school personnel in charge of students.
 - 8. Being late for school or class.
 - 9. Being unprepared for class.
 - 10. Obstructing vehicular or pedestrian traffic.
 - 11. Trespassing. Students are not permitted in any school building, other than the one they regularly attend, without permission from the appropriate school personnel in charge of the building.
 - 12. Engaging in any act which disrupts the normal operation of the school community, running in hallways, making unreasonable noise, and using language or gestures that are profane, lewd, vulgar, abusive, intimidating, or that incite others.

- 13. Obstructing vehicular or pedestrian traffic.
- 14. Trespassing. Students are not permitted in any area of the school building, other than the one they regularly attend, without permission from the administrator in charge of the building.
- 15. Misusing computer/electronic communications devices, including any unauthorized or inappropriate use of computers, software, or Internet/intranet account; accessing inappropriate websites; evading the District's content filter; using an outside wireless network; or any other violation of the District Acceptable Use Policy.
- 16. Unauthorized use of personal electronic devices/equipment (i.e., cell phones, MP3 devices, cameras, and other personal electronic devices deemed inappropriate by the administration).
- 17. Unauthorized use of personal computer, laptop, tablet or e-reader and/or other computerized information resources through the District computer system is prohibited.
- B. Engage in conduct that is insubordinate. Examples of insubordinate conduct include:
 - Failing to comply with the lawful directions of teachers, school administrators or other school employees in charge of students or otherwise demonstrating disrespect.
 - 2. Lateness for, missing or leaving school without permission.
 - 3. Skipping detention.
- C. Engage in conduct that is disruptive. Examples of disruptive conduct include, but are not limited to:
 - Failing to comply with the reasonable directions of teachers, District administrators or other District employees or otherwise demonstrating disrespect.
 - 2. Endangering the health and safety of other students or staff or interfering with classes or District activities by means of inappropriate appearance or behavior as per District Code of Conduct.
- D. Engage in conduct that is violent. Examples of violent conduct include:
 - 1. Committing an act of violence (such as hitting, kicking, punching, and scratching) upon a teacher, administrator or other school employee.
 - Committing an act of violence (such as hitting, kicking, punching, and scratching) upon another student or any other person lawfully on school property.
 - 3. Engaging in harassing conduct, verbal threats, intimidation, or abuse that reasonably causes or would reasonably be expected to cause a student to fear for his or her physical well-being.

- 4. Possessing a weapon. Authorized law enforcement officials are the only persons permitted to have a weapon in their possession while on school property or at a school function. "Weapon" means a gun, pistol, revolver, shotgun, rifle, machine gun, disguised gun, dagger, dirk, razor, stiletto, switchblade knife, gravity knife, metal knuckle knife, box cutters, can sword, electronic dart gun, King Fu star, electronic stun gun, pepper spray or other noxious spray, explosive or incendiary bomb, or other dangerous instrument that can cause physical injury or death. This is consistent with the GUN FREE SCHOOLS ACT.
- 5. Displaying what appears to be a weapon.
- 6. Threatening to use any weapon.
- 7. Intentionally damaging or destroying the personal property of a teacher, administrator, other district employee or any person lawfully on school property, including graffiti or arson.
- 8. Intentionally damaging or destroying school district property.
- E. Engage in any conduct that endangers the safety, morals, health or welfare of others. Examples of such conduct include:
 - 1. Lying, deceiving or giving false info to school personnel.
 - 2. Stealing the property of the students, school personnel or any other person lawfully on school property or attending a school function.
 - 3. Defamation, which includes making false or unprivileged statements or representations about an individual or identifiable group of individuals that harm the reputation of the person or the identifiable group by demeaning them. This can include posting or publishing video, audio recordings or pictures (written material, cell phones, Internet, YouTube, etc.).
 - 4. Discrimination, based on a person's actual or perceived race, age, sexual orientation, use of a recognized guide dog, hearing dog or service dog, color, creed, national origin, ethnic group, religion, religious practice, sex, sexual orientation, gender or gender identity, marital or veteran status, use of a recognized guide dog, hearing dog or service dog, or disability as a basis for treating another in a negative manner on school property or at a school function.
 - 5. Harassment, the creation of a hostile environment by conduct or by verbal threats, intimidation or abuse that has or would have the effect of unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional or physical wellbeing based on a person's actual or perceived race, color, weight, national origin, political affiliation, ethnic group, religion, religious practice, marital or veteran status, use of a recognized guide dog, hearing dog or service dog, disability, sexual orientation, gender or sex.
 - 6. Bullying and intimidation, which includes engaging in actions or statements that put an individual in fear of bodily harm and/or emotional discomfort; for example, "play" fighting, extortion of money, overt teasing, etc.

- 7. Cyberbullying, including the use of instant messaging, email, websites, chat rooms, text messaging, or by any other electronic means, either on or off campus, when such use interferes with the operation of the school; or infringes upon the general health, safety and welfare of students or employees.
- 8. Sexual harassment, which includes unwelcome sexual advances, requests for sexual favors, taking, sending or receiving sexually explicit videos, pictures or auditory recordings and other verbal or physical conduct or communication of a sexual nature.
- Hazing, Sexual harassment, which includes unwelcome sexual advances, requests for sexual favors, taking, sending or receiving sexually explicit videos, pictures or auditory recordings and other verbal or physical conduct or communication of a sexual nature.
- 10. Selling, using or possessing obscene material.
- 11. Smoking a cigarette, cigar, pipe or using chewing, smokeless tobacco, or E-Cigarettes
- 12. Possessing, consuming, selling, attempting to sell, distributing or exchanging alcoholic beverages including, but not limited to powdered alcohol, tobacco, tobacco products including, but not limited to cigarettes, pipes, chewing tobacco, snuff, herbal tobacco products, simulated tobacco products that imitate or mimic tobacco products, e-cigarettes, vapes, cloves, bidis and kreteks as well as matches and lighters; or illegal and/or controlled substances, counterfeit and designer drugs, or paraphernalia which shall include, but not limited to all e-cigarettes, vapes and any other device which may be used for the purposes of facilitating the inappropriate use of substances or be under the influence of any such substances on school property or at a school function. "Illegal substances" include, but are not limited to, inhalants, marijuana, synthetic cannabinoids, cocaine, LSD, PCP, amphetamines, heroin, steroids, look-alike drugs, drug paraphernalia and any substances commonly referred to as "designer drugs." Inappropriately using or sharing prescription and over-the-counter drugs. E-cigarettes, any other nicotine or smoking devices and other related products will be considered as drug paraphernalia.
- 13. Gambling and gaming.
- 14. Inappropriate touching and/or indecent exposure.
- 15. Initiating or reporting warning of fire or other catastrophe without valid cause, misusing 911, or inappropriately discharging a fire extinguisher.
- 16. Violating gender privacy when using school restroom facilities.
- F. Engage in misconduct while on a school bus. Students are expected to refrain from engaging in misconduct on a school bus. It is crucial for students to behave appropriately while riding on district buses, to ensure their safety and that of other passengers and to avoid distracting the bus driver. Students are required to conduct themselves on the bus in a manner consistent with established standards for classroom behavior. Excessive noise, pushing, shoving, fighting, harassment, and discrimination will not be tolerated.

- 1. Students will not enter or leave a bus while it is in motion.
- 2. Students will keep arms, heads inside the bus at all times.
- 3. Emergency doors and windows will be left alone.
- 4. Students will not use profanity or vulgar language or gestures.
- 5. Students will not use tobacco products on the bus.
- 6. Students will refrain from excessive noise.
- 7. Students will refrain from any horseplay on the bus.
- 8. Students will not litter on the bus.
- 9. Students will not be insubordinate to the bus driver and will follow their directions.
- 10. Students will not interfere with the safe operation of the bus.
- G. Engage in any form of academic misconduct. Examples of academic misconduct include:
 - 1. Plagiarism (presenting another person's work as their own)
 - 2. Cheating
 - 3. Altering records
 - Accessing other users email accounts or network storage accounts and/or attempting to read, delete, copy, modify, and interfere with the transferring and receiving of electronic communications.
 - 5. Violation of the District Acceptable Use Policy for technology.
 - 6. Assisting another student in any of the above actions.
 - 7. Forgery of passes, permission slips, absence notes, tardy notes and dismissal notes
 - 8. Assisting another student in any of the above activities.

VII. REPORTING VIOLATIONS OF THE CODE OF CONDUCT

Any person observing another person violating this Code of Conduct shall report this information immediately to school personnel. Any weapons, alcohol or illegal substances found shall be confiscated immediately, followed by notification of the parent of the student involved and the appropriate disciplinary action taken, up to and including permanent suspension and referral for prosecution.

The Building Principal must notify the appropriate local law enforcement agency of those code violations that constitute a crime and substantially affect the order or security of a school as soon as practical, but in no event, later than the close of business the day the Principal learns of the violation. The notification may be made by telephone, followed by a letter mailed on same day as the telephone call is made. The notification must identify the student(s) and explain the conduct that violated the code of conduct and constituted a crime.

Violations of the Dignity for All Students Act should be reported to the Dignity Act Coordinator of the building in which the incident occurred. A formal written report should be submitted via an online form found on the district website under the Dignity for All Students tab.

VIII. DISCIPLINARY PROCEDURES AND PENALTIES

Discipline is most effective when it deals directly with the problem at the time and place it occurs, and in a way that students view as fair and impartial. School personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the students' ability to grow in self-discipline.

Disciplinary action, when necessary, will be firm, fair and consistent so as to be the most effective in changing student behavior. In determining the appropriate disciplinary action, school personnel authorized to impose disciplinary penalties will consider the following:

- 1. The student's age.
- 2. The nature of the offense and the circumstances which led to the offense.
- 3. The student's prior disciplinary record.
- 4. The effectiveness of other forms of discipline.
- 5. Information from parents, teachers and/or others, as appropriate.
- 6. Other extenuating circumstances.

As a general rule, discipline will be progressive. This means that a student's first violation will usually merit a lighter penalty than subsequent violations.

If the conduct of a student is related to a disability or suspected disability, the student shall be referred to the Committee on Special Education and discipline, if warranted, shall be administered consistent with the separate requirements of this code of conduct for disciplining students with a disability. A student identified as having a disability shall not be disciplined for behavior related to their disability.

A. PENALTIES

Students who are found to have violated the district's code of conduct may be subject to the following penalties, either alone or in combination with one another. The school personnel identified after each penalty are authorized to impose that penalty, consistent with the student's right to due process.

- 1. Verbal warning Any member of the district staff
- 2. Written warning Bus driver, hall and lunch monitors, teachers, principal, superintendent.
- 3. Written notification to parent bus driver, hall and lunch monitors, teachers, principal, superintendent
- 4. Detention Teachers, principal, superintendent
- 5. Suspension from transportation- Principal, superintendent
- 6. Suspension from athletic participation Principal, superintendent
- 7. Suspension from social or extracurricular activities Principal, superintendent
- 8. Suspension of other privileges Principal, superintendent

- 9. In-school suspension Principal, superintendent
- Removal from classroom by teacher Teachers, principal, superintendent.
- 11. Short-term (five days or less) suspension from school Principal, superintendent, board of education
- 12.Long-term (more five days) suspension from school Principal, superintendent, board of education
- 13. Permanent suspension from school Superintendent, board of education

B. PROCEDURES

The amount of due process a student is entitled to before a penalty is imposed will depend on the type of penalty imposed. In all cases, regardless of the penalty imposed, the school personnel authorized to impose the penalty must let the student know what misconduct the student is alleged to have committed, and must investigate the facts surrounding the alleged misconduct. All students will have an opportunity to present their version of the facts to the school personnel imposing the disciplinary penalty in connection with the imposition of the penalty.

Students who are to be given penalties other than a verbal warning, written warning, written notification to their parents or detention are entitled to additional rights before the penalty is imposed. These additional rights are explained below.

1. Suspension from Transportation

If a student does not conduct himself/herself properly on a bus, the bus driver is expected to bring such misconduct to the Administrator's attention. Students who become a serious disciplinary problem may have their riding privileges suspended by the Building Principal, Director of Transportation, or the Superintendent. In such cases, the student's parent/guardian will become responsible for seeing that their child gets to and from school safely. Should the suspension from transportation amount to a suspension from attendance, the district will make appropriate arrangements to provide for the student's education.

A student subjected to a suspension from transportation is not entitled to a full hearing pursuant to Education Law Section 3214. However, the student and the student's parent will be provided with a reasonable opportunity for an informal conference with the Building Principal to discuss the conduct and the penalty involved.

2. Suspension from extra curricular activities and other privileges

A student subjected to a suspension from extra-curricular activities or other privileges is not entitled to a full hearing pursuant to Education Law Section 3214. However, the student and the student's parent will be provided with a reasonable opportunity for an informal conference with the district official imposing the suspension to discuss the conduct and the penalty involved.

3. In-school Suspension

The Board recognizes that the school must balance the need to students to attend school and the need for order in the classroom to establish an environment conducive to learning. As such, the Board authorized Building Principals and the Superintendent to place students who would otherwise be suspended from school as the result of a code of conduct violation in "in-school suspension". "In-school suspension" is the temporary removal of students from the classroom and their placement in another area of the school building designated for such a suspension where students will receive substantially equivalent, alternative education.

A student subject to an in-school suspension is not entitled to a full hearing pursuant to Education Law Section 3214. However, the student and the student's parent will be provided with a reasonable opportunity for an informal conference with the district official imposing the in-school suspension to discuss the conduct and the penalty involved.

4. Teacher removal of Disruptive Students

A disruptive student is a student who is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom.

A disruptive student can affect a teacher's ability to teach and can make it difficult for other students in the classroom to learn. In many instances the classroom teacher can control disruptive student behavior by using good management techniques. Occasionally, however, it may be necessary for a teacher to remove a disruptive student from the classroom to ensure that the other students continue to learn.

A classroom teacher may remove a student from class no more than five days if the teacher determines that the student is disruptive. The removal from class applies to the class of the removing teacher only.

If the student does not pose a danger or ongoing threat of disruption to the academic process, the teacher must provide the student, before the student is removed, with an explanation for why he or she is being removed. The student must also be given the opportunity to present their version of the relevant

events. Only after this informal discussion may a teacher remove a student from class.

If the student does pose a danger or ongoing threat of disruption, the teacher may order the student to be removed immediately. The teacher must, however, explain to the student why he or she was removed from the classroom and give the student a chance to present their version of the relevant events within one full school day.

The teacher must complete a district-established referral form and meet with the principal or other administrator as soon as possible, but no later than the end of the school day, to explain the circumstances of the removal and to present the referral forms. If the principal is not available by the end of the same school day, the teacher must leave the form with the secretary and meet with the principal prior to the beginning of classes on the next school day.

Within one school day after the student's removal, the principal or another district administrator designated by the Principal must notify the student's parent, in writing, that the student has been removed from class and why. The notice must also inform the parent that he or she has the right, upon request, to meet informally with the Principal or the principal's designee to discuss the reasons for the removal and behavior modification(s) to remedy the cause for the removal. The written notice must be provided by personal delivery, express mail delivery, or some other means that is reasonably calculated to assure receipt of the notice by the day after the student's removal at the last known address for the parent. Where possible, notice should also be provided by telephone if the school has been provided with a telephone number(s) for the purpose of contacting parents.

If at the informal meeting the student denies the charges, the Principal or the principal's designee must explain why the student was removed and give the student and the student's parent a chance to present the student's version of the relevant events. The informal meeting must be held within two school days of the student's removal. The timing of the informal meeting may be extended by mutual agreement of the parent, teacher and principal.

The Principal or the principal's designee may overturn the removal of the student from class if the principal finds any one of the following:

- 1. The charges against the students are not supported by substantial evidence.
- 2. The student's removal is otherwise in violation of law.
- 3. The conduct warrants suspension from school pursuant to Education Law Section 3214 and a suspension will be imposed.

The principal or their designee must make a determination as to whether to overturn the removal before the close of business on the day of the informal hearing. No student removed from the classroom by the classroom teacher will be permitted to return to the classroom until the Principal makes a final determination, or the period of removal expires, whichever is less. At the teacher's discretion, he or she may rescind the removal prior to the expiration of the full period of removal.

Any disruptive student removed from the classroom by the classroom teacher shall be offered continued educational programming and activities until he or she is permitted to return to the classroom.

Each teacher must keep a complete log (on a district provided from) for all cases of removal of students from their class. The Principal must keep a log of all removals of students from class. Removal of a student with a disability may, under certain circumstances, constitute a change in the student's placement. Accordingly, no teacher may remove a student with a disability from their class until he or she has verified with the Principal or the chairperson of the Committee on Special Education that the removal will not violate the student's rights under state or federal law or regulation.

Nothing in this section of the code of conduct abridges the customary right or responsibility of a principal to suspend a student. Further, nothing in this code abridges the customary right and responsibility of a teacher to manage student behavior in the classroom. Short-term, time-honored classroom management techniques such as "time out" in an elementary classroom or in an administrator's office or sending student briefly into the hallway are not considered removals from class. The removal process should not become a substitute for good classroom management.

5. Suspension from School

Suspension from school is a severe penalty, which may be imposed only upon students who are insubordinate, disorderly, violent or disruptive, or whose conduct otherwise endangers the safety, morals, health or welfare of others.

The Board retains its authority to suspend students, but places primary responsibility for the suspension of student with the Superintendent and the Building Principals.

Any staff member may recommend to the Superintendent or the Principal that a student be suspended. All staff members must immediately report and refer a violent student to the principal or the superintendent for a violation of the code of conduct. All recommendations and referrals shall be made in writing unless the conditions underlying the recommendation or referral warrant immediate

attention. In such cases a written report is to be prepared as soon as possible by the staff member recommending the suspension.

The Superintendent or Principal, upon receiving a recommendation or referral for suspension or when processing a case for suspension, shall gather the facts relevant to the matter and record them for subsequent presentation, if necessary.

a. Short term (five days or less) Suspension from School

When the Superintendent or Principal (referred to as the "suspending authority") proposes to suspend a student charged with misconduct for five days or less pursuant to Education Law Section 3214(3), the suspending authority must immediately notify the student orally. If the student denies the misconduct, the suspending authority must provide an explanation of the basis for the proposed suspension. The suspending authority must also notify the student's parents in writing that the student may be suspended from school. The written notice must be provided by personal delivery, express mail delivery, or some other means that is reasonably calculated to assure receipt of the notice within 24 hours of the decision to propose suspension at the last known address for the parents. Where possible, notice should also be provided by telephone if the school has been provided with a telephone number(s) for the purpose of contacting the parents.

The notice shall provide a description of the charges against the student and the incident for which suspension is proposed and shall inform the parent of the right to request an immediate informal conference with the Principal. Both the notice and informal conference shall be in the dominant language or mode of communication used by the parents. At the conference, the parents shall be permitted to ask questions of complaining witnesses under such procedures as the Principal may establish.

The notice and opportunity for an informal conference shall take place before the student is suspended unless the student's presence in school poses a continuing danger to persons or property or an ongoing threat of disruption to the academic process. If the student's presence does pose such a danger or threat of disruption, the notice and opportunity for an informal conference shall take place as soon after the suspension as is reasonably practicable.

After the conference, the Principal shall promptly advise the parents in writing of his/ her/their decision. The Principal shall advise the parents that if they are not satisfied with the decision and wish to pursue the matter, they must file a written appeal to the Board of Education with the

District Clerk within 10 business days of the date of the decision, unless they can show extraordinary circumstances precluding them from doing so. Only final decisions of the Board may be appealed to the Commissioner of Education within 30 days of the decision.

b. Long Term (more than five days) Suspension from School

When the Superintendent or Building Principal determines that a suspension for more than five days may be warranted, he or she shall give reasonable notice to the student and the student's parents of their right to be represented by counsel, the right to question witnesses against him or her or they and the right to present witnesses and other evidence on his or her behalf.

The Superintendent shall personally hear and determine the proceeding of may, in his or her discretion, designate a hearing officer to conduct the hearing. The hearing officer shall be authorized to administer oaths and to issue subpoenas in conjunction with the proceeding before him or her. A record of the hearing shall be maintained, but no stenographic transcript shall be required. A tape recording shall be deemed a satisfactory record. The hearing officer shall make findings of fact and recommendations as to the appropriate measure of discipline to the Superintendent. The report of the hearing officer shall be advisory only, and the Superintendent may accept all of any part thereof.

An appeal of the decision of the Superintendent may be made to the Board that will make its decision based solely upon the record before it. All appeals to the Board must be in writing and submitted to the District Clerk within 10 business days of the date of the Superintendent's decision, unless the parents can show that extraordinary circumstances precluded them from doing so. The Board may adopt in whole or in part the decision of the Superintendent. Final decisions of the Board may be appealed to the Commissioner of Education within 30 days of the decision.

c. Permanent Suspension

Permanent suspension is reserved for extraordinary circumstances such as where a student's conduct poses a life-threatening danger to the safety and well-being of other students, school personnel or any other person lawfully on school property or attending a school function.

d. Minimum Periods of Suspension

1. Students who bring a weapon to school

Any students other than a student with a disability, found guilty of bringing a weapon onto school property will be subject to suspension from school for at least one calendar year. Before being suspended, the student will have an opportunity for a hearing pursuant to Education Law 3214. The Superintendent has the authority to modify the one-year suspension on a case-by-case basis. In deciding whether to modify the penalty, the Superintendent may consider the following:

- a) The student's age.
- b) The student's grade in school.
- c) The student's prior disciplinary record.
- d) The Superintendent's belief that other forms of discipline may be more effective.
- e) Input form parents, teachers and/or others.
- f) Other extenuating circumstances.
- 2. Students who commit violent acts other than bringing a weapon to school

Any student, other than a student with a disability, who is found to have committed a violent act, other than bringing a weapon onto school property, shall be subject to suspension from school for at least five days. If the proposed penalty exceeds the minimum five-day suspension, the student and the student's parent will be given the same notice and opportunity for a hearing given to all students subject to a long term suspension. The Superintendent has the authority to modify the minimum five day suspension on a case-by case basis. In deciding whether to modify the penalty, the Superintendent may consider the same factors considered in modifying a one-year suspension for possessing a weapon.

3. Students who are repeatedly substantially disruptive of the educational process or repeatedly substantially interferes with the teacher's authority over the classroom.

Any student, other than a student with a disability, who engages in conduct which results in the student being removed from the classroom by teacher(s) on four or more occasions during a semester, or three of more occasions during a trimester, will be suspended from school for at least five days. If the proposed penalty is the minimum five-day suspension, the student and the student's parent will be given the same notice and opportunity for a hearing given to all students subject to a short-term suspension. If the proposed penalty exceeds the minimum five-day

suspension, the student and the student's parent will be given the same notice and opportunity for a hearing given to all students subject to a long-term suspension. The Superintendent has the authority to modify the minimum five-day suspension on a case-by-case basis. In deciding whether to modify the penalty, the Superintendent may consider the same factors considered in modifying a one-year suspension for possessing a weapon.

IX. DISCIPLINE OF STUDENTS WITH DISABILITIES

The Board of Education recognizes that it may be necessary to suspend, remove or otherwise discipline students with disabilities to address disruptive or problem behavior. The Board also recognizes that students with disabilities enjoy certain procedural protections whenever school authorities intend to impose discipline upon them. The Board is committed to ensuring that the procedures followed for suspending, removing or otherwise disciplining students with disabilities are consistent with the procedural safeguards required by applicable laws and regulations.

This code of conduct affords students with disabilities subject to disciplinary action no greater or lesser rights that those expressly afforded by applicable federal and state law and regulations.

- A. Authorized Suspensions or Removals of Students with Disabilities
 - 1. For purposes of this section of the code of conduct, the following definitions apply.

A "suspension" means a suspension pursuant to Education Law 3214.

A "removal" means a removal for disciplinary reasons form the student's current educational placement other than a suspension and change in placement to an interim alternative educational setting (IAES) ordered by an impartial hearing officer because the student poses a risk of harm to himself/herself or others.

An "IAES" means a temporary educational placement for a period of up to 45 days, other than the student's current placement at the time the behavior precipitating the IAES placement occurred, that enables the student to continue to progress in the general curriculum, although in another setting, to continue to receive those services and modifications, including those described on the student's current individualized education program (IEP), that will enable the student to meet the goals set out in such IEP, and include services and modifications to address the behavior which precipitated the IAES placement that are designed to prevent the behavior from recurring.

- 2. School personnel may order the suspension or removal of a student with disability from their current educational placement as follows:
 - 1. The Board, the District (BOCES) Superintendent of Schools or a Building Principal delegated the authority to suspend students may order the placement of a student with a disability into a IAES, another setting or suspension for a period not to exceed five consecutive school days and not to exceed the amount of time a non-disabled student would be subject to suspension for the same behavior.
 - 2. The Superintendent may order the placement of a student with a disability into an IAES, another setting or suspension for up to 10 consecutive school days, inclusive of any period in which the student has been suspended or removed under subparagraph (a) above for the same behavior, if the Superintendent determines that the student has engaged in behavior that warrants a suspension and the suspension or removal does not exceed the amount of time non-disabled students would be subject to suspension for the same behavior.
 - 3. The Superintendent may order additional suspensions of not more than 10 consecutive school days in the same school year for separate incidents of misconduct, as long as those removals do not constitute a change of placement.
 - 4. The Superintendent may order the placement of a student with a disability in a IAES to be determined by the committee on special education (CSE), for the same amount of time that a student without a disability would be subject to discipline, but not more than 45 days, if the student carries or possesses or uses illegal drugs or sells or solicits the sale of a controlled substance while at school or a school function.
 - a) "Controlled Substance" means a drug or other substance identified in certain provisions of the federal Controlled Substances Act specified in both federal and state law and regulations applicable to this policy.
 - b) "Illegal Drugs" means a controlled substance except for those legally possessed or used under the supervision of a licensed health-care professional or that is legally possessed or used under any other authority under the Controlled Substances Act or any other federal law.
- 3. Subject to specified conditions required by both federal and state law and regulations, an impartial hearing officer may order the placement of a student with a disability in an IAES setting for up to 45 days at a time, if

maintaining the student in his or her current educational placement poses a risk of harm to the student or others.

B. CHANGE OF PLACEMENT RULE

- A disciplinary change in placement means a suspension or removal from a student's current educational placement that is either:
 - A. For more than 10 consecutive school days; or
 - B. For a period of 10 consecutive school days or less if the student is subjected to a series of suspensions or removals that constitute a pattern because they cumulate to more than 10 school days in a school year and because of such factors as the length of each suspension or removal, the total amount of time the student is removed and the proximity of the suspensions or removals to one another.
- 2. School personnel may not suspend or remove a student with disabilities if imposition of the suspension or removal would result in disciplinary change in placement based on a pattern of suspension or removal.

However, the district may impose a suspension or removal, which would otherwise result in a disciplinary change in placement, based on a pattern of suspensions or removals if it has been determined that the behavior was not a manifestation of the student's disability, or the student is placed in an IAES for behavior involving weapons, illegal drugs or controlled substances.

C. SPECIAL RULES REGARDING THE SUSPENSION OR REMOVAL OF STUDENTS WITH DISABILITIES

- 1. The District's Committee on Special Education shall:
 - a. Conduct functional behavioral assessments to determine why a student engages in a particular behavior, and develop or review behavioral intervention plans whenever the district is first suspending or removing a student with a disability for more than 10 school days in a school year or imposing a suspension or removal that constitutes a disciplinary change in placement, including a change in placement to an IAES for misconduct involving weapons, illegal drugs or controlled substances.

If subsequently, a student with a disability who has a behavioral intervention plan and who has been suspended or removed from their current educational placement for more than 10 school days in a school year is subjected to a suspension or removal that does not constitute a disciplinary change in placement, the members of CSE shall review the behavioral intervention plan and its implementation to determine if modifications are necessary.

If one or more members of the CSE believe that modifications are needed, the school district shall convene a meeting of the CSE to modify such plan and its implementation, to the extent the committee determines necessary.

- b. Conduct a manifestation determination review of the relationship between the student's disability and the behavior subject to disciplinary action whenever a decision is made to place a student in an IAES either for misconduct involving weapons, illegal drugs or controlled substances or because maintaining the student in his current educational setting poses a risk of harm to the student or others; or a decision is made to impose a suspension that constitutes a disciplinary change in placement.
- 2. The parents of a student who is facing disciplinary action, but who has not been determined to be eligible for services under IDEA and Article 89 at the time of misconduct, shall have the right to invoke applicable procedural safeguards set forth in federal and state law and regulations if, in accordance with federal and state statutory and regulatory criteria, the school district is deemed to have had knowledge that their child was a student with a disability before the behavior precipitating disciplinary action occurred. If the district is deemed to have had such knowledge, the student will be considered a student presumed to have a disability for discipline purposes.
 - a. The Superintendent, Building Principal or other school official imposing a suspension or removal shall be responsible for determining whether the student is a student presumed to have a disability.
 - b. A student will not be considered a student presumed to have a disability for discipline purposes of, upon receipt of information supporting a claim that the district had knowledge the student was a student with a disability, the district either:
 - Conducted an individual evaluation and determined that the student is not a student with a disability, or
 - Determined that an evaluation was not necessary and provided notice to the parents of such determination, in the manner required by applicable law and regulations.

If there is no basis for knowledge that the student is a student with a disability prior to taking disciplinary measures against the student, the student may be subjected to the same disciplinary measures as any other non-disabled student who engaged in comparable behaviors.

However, if a request for an individual evaluation is made while such non-disabled student is subjected to a disciplinary removal, an expedited evaluation shall be conducted and completed in the manner prescribed by applicable federal and state law and regulations. Until the expedited evaluation is completed, the non-disabled student who is not a student presumed to have a disability for discipline purposes shall remain in the educational placement determined by the district, which can include suspension.

3. The district shall provide parents with notice of disciplinary removal no later than the date on which a decision is made to change the placement of a student with a disability to an IAES for either misconduct involving weapons, illegal drugs or controlled substances or because maintaining the student in their current educational setting poses a risk of harm to the student or others; or a decision is made to impose a suspension or removal that constitutes a disciplinary change in placement.

The procedural safeguards notice prescribed by the Commissioner of Education shall accompany the notice of disciplinary removal.

- 4. The parents of a student with disabilities subject to a suspension of five consecutive school days or less shall be provided with the same opportunity for an informal conference available to parents of non-disabled students under the Education Law.
- 5. Superintendent hearings on disciplinary charges against students with disabilities subject to a suspension of more that 5 school days shall be bifurcated into a guilt phase and a penalty phase in accordance with the procedures set forth in the Regulations of the Commissioner of Education incorporated into this policy.
- 6. The removal of a student with disabilities other than a suspension or placement in an IAES shall be conducted in accordance with the due process procedures applicable to such removals of non-disabled students, except that school personnel may not impose such removal for more than 10 consecutive days or for a period that would result in a disciplinary change in placement, unless it has been determined that the behavior is not a manifestation of the student's disability.
- 7. During any period of suspension or removal, including placement in an IAES, students with disabilities shall be provided services as required by the Regulations of the Commissioner of Education incorporated into this policy.

D. EXPEDITED DUE PROCESS HEARINGS

- 1. An expedited due process hearing shall be conducted in the manner specified by the Regulations of the Commissioner of Education incorporated into this policy if:
 - a. The district requests such a hearing to obtain an order of an impartial hearing officer placing a student with a disability in an IAES where school personnel maintain that it is dangerous for the student to be in their current educational placement, or during the pending of due process hearings where school

personnel maintain that it is dangerous for the student to be in his or her current educational placement during such proceedings.

- b. The parent requests such a hearing from a determination that the student's behavior was not a manifestation of the student's disability, or relating to any decision regarding placement, including but not limited to any decision to place the student in an IAES.
 - 1) During the pending of an expedited due process hearing or appeal regarding the placement of a student in an IAES for behavior involving weapons, illegal drugs or controlled substances, or on grounds of dangerousness, or regarding a determination that the behavior is not a manifestation of the student's disability for a student who has been placed in an IAES, the student shall remain in the IAES pending the decision of the impartial hearing officer or until expiration of the IAES placement, whichever occurs first, unless the parents and the district agree otherwise.
 - 2) If school personnel propose to change the student's placement after expiration of an IAES placement, during the pending of any proceeding to challenge the proposed change in placement, the student shall remain in the placement prior to removal to the IAES, except where the student is again placed in an IAES.
- 2. An expedited due process hearing shall be completed in 15 business days of receipt of the request for a hearing. Although the impartial hearing officer may grant specific extensions of such time period, he/she/they must mail a written decision to the district and the parents within five business days after the last hearing date, and in no event later than 45 calendar days after receipt of the request for a hearing, without exceptions or extensions.

E. REFERRAL TO LAW ENFORCEMENT AND JUDICIAL AUTHORITIES.

In accordance with the provisions of IDEA and its implementing regulations:

- 1. The district may report a crime committed by a child with a disability to appropriate authorities, and such action will not constitute a change of the student's placement.
- 2. The Superintendent shall ensure that copies of the special education and disciplinary records of a student with disabilities are transmitted for consideration to the appropriate authorities to whom a crime is reported.

X. CORPORAL PUNISHMENT

Corporal punishment is any act of physical force upon a student for the purpose of punishing that student. Corporal punishment of any student by any district employee is strictly forbidden.

However, in situations where alternative procedures and methods that do not involve the use of physical force cannot reasonably be used, reasonable physical force may be used to:

- 1. Protect oneself, another student, teacher or any person from physical injury.
- 2. Protect the property of the school or others.
- 3. Restrain or remove a student whose behavior interferes with the orderly exercise and performance of school district functions, powers and duties, if that student has refused to refrain from further disruptive acts.

The district will file all complaints about the use of corporal punishment with the Commissioner of Education in accordance with Commissioner's regulations.

XI. STUDENT SEARCHES AND INTERROGATIONS

The Board of Education is committed to ensuring an atmosphere on school property and at school functions that is safe and orderly. To achieve this kind of environment, any school official authorized to impose a disciplinary penalty on a student may question a student about an alleged violation of law or the district code of conduct. Students are not entitled to any sort of "Miranda" type warning before being questioned by school officials, nor are school officials required to contact a student's parent before questioning the student. However, school officials will tell all students why they are being questioned.

A school official may search a student or the student's belongings based upon information received from a reliable informant. Individuals, other that the district employees, will be considered reliable informants if they have previously supplied information that was accurate and verified, they make an admission against their own interest, they provide the same information that is received independently from other sources, or they provide the same information that is received independently from other sources, or they appear to be credible and the information they are communicating relates to an immediate threat to safety. District employees will be considered reliable informants to an immediate threat to safety. District employees will be considered reliable informants unless they are known to have previously supplied information that they knew was not accurate.

Searches will be limited to the extent necessary to locate the evidence sought. Whenever practicable, searches will be conducted in the privacy of administrative offices and students will be present when their possessions are being searched.

A. Students Lockers, Desks, Automobiles and Other School Storage Places

The rules in this code of conduct regarding searches of students and their belongings do not apply to student lockers, desks, automobiles and other school storage places. Students have no reasonable expectation of privacy with respect to these places and school officials retain complete control over them. This means

that student lockers, desks, automobiles and other storage places may be subject to search at any time by school officials, without prior notice to students and without their consent.

B. Search of Automobiles

Students are permitted to park on school premises as a matter of privilege, not of right. School districts retain authority to conduct routine patrols of student parking lots and inspections of the exteriors of student automobiles on school property. Patrols and exterior inspections may be conducted without notice, without student consent, and without a search warrant. The interiors of student vehicles, however, may be inspected only when there is reasonable suspicion to believe that illegal or unauthorized materials are contained inside.

C. Use of Drug Sniffing Dogs

The majority of courts that have addressed the use of drug sniffing dogs in schools have adopted the following standard: School districts may randomly use drug sniffing dogs to sniff hallways and locker areas, as well as parking lots. The use of such dogs for these limited purposes is generally not considered a search and does not require reasonable suspicion. However, using a dog to sniff students, or a particular student's locker or car, requires reasonable and individualized suspicion, since such an act is considered a search.

D. Use of Cameras

School districts are permitted to use security cameras in school buses and in school buildings. Cameras should not be used in areas where students have a reasonable expectation of privacy, such as locker rooms and toilet areas.

E. Questioning of Students

Questioning of students by school officials, even in the presence of police officers, is non-custodial and does not require that the student be given <u>Miranda</u> warnings. Furthermore, school officials are not required to contact a student's parents before questioning a student concerning an alleged infraction of a school rule.

F. Strip Searches

If school officials believe that a student possesses contraband that can be secured only by means of a strip search, school officials should not conduct the search, but should have the student removed from school by the police.

G. Police Involvement in Searches and Interrogations of Students

District officials are committed to cooperating with police and other law enforcement authorities to maintain a safe school environment. Police officials, however, have limited authority to interview or search students in schools or at school functions, or to use school facilities in connection with police work. Police officials may enter school property or a school function to question or search a student or to conduct a formal investigation involving students only if they have:

- 1. A search or an arrest warrant.
- 2. Probable cause to believe a crime has been committed on school property or at a school function, or
- 3. Been invited by school officials.

H. Child Protective Services Investigations

Consistent with the district's commitment to keep students safe from harm and the obligation of school officials to report to child protective services when they have reasonable cause to suspect that a student has been abused or maltreated, the district will cooperate with local child protective services workers who wish to conduct interviews of students on school property relating to allegations of suspected child abuse, and/or neglect, or custody investigations.

All requests by child protective services to interview a student on school property shall be made directly to an administrator. The administrator shall set the time and place of the interview. The administrator shall decide if it is necessary and appropriate for a school official to be present during the interview, depending on the age of the student being interviewed and the nature of the allegations. If the nature of the allegations is such that it may be necessary for the student to remove any of their clothing in order for the child protective services worker to verify the allegations, the school nurse or other district medical personnel must be present during that portion of the interview. No student may be required to remove their clothing in front of a child protective services worker or school district official of the opposite sex.

A child protective services worker may not remove a student from school property without a court order, unless the worker reasonably believes that the student would be subject to danger of abuse if they were not removed from school before a court order can reasonably be obtained. If the worker believes the student would be subject to danger of abuse, the worker may remove the student without a court order and without the parent's consent.

XII. VISITORS TO THE SCHOOLS

The Board encourages parents and other district citizens to visit the district's schools and classrooms to observe the work of students, teachers and other staff. Since schools are a place of work and learning, however, certain limits must be set for such visits. The Building

Principal is responsible for all persons in building and on the grounds. For these reasons, the following rules apply to visitors to the schools:

- 1. Anyone who is not a regular staff member or student of the school will be considered a "visitor".
- 2. All visitors to the school will be required to sign the visitor's register and will be issued a visitor's identification badge, which must be worn at all times while in the school or on the school grounds. The visitor must return the identification badge before leaving the building.
- 3. Visitors attending school functions that are open to the public, such as parent-teacher organization meetings or public gatherings, are not required to register.
- 4. Parents or citizens who wish to observe a classroom while school is in session are required to arrange such visits in advance with the classroom teacher(s), so that class disruption is kept to a minimum.
- 5. Teachers are expected not to take class time to discuss individual matters with visitors.
- 6. Any unauthorized person on school property will be reported to the appropriate school personnel. Unauthorized persons will be asked to leave. The police may be called if the situation warrants.
- 7. All visitors are expected to abide by the rules for public conduct on school property contained in this code of conduct.

XIII. PUBLIC CONDUCT ON SCHOOL PROPERTY

The district is committed to providing an orderly, respectful environment that is conducive to learning. To create and maintain this kind of an environment, it is necessary to regulate public conduct on school property and at school functions.

The restrictions on public conduct on school property and at school functions contained in this code are not intended to limit freedom of speech or peaceful assembly. The district recognizes that free inquiry and free expression are indispensable to the abuse of the rights of others.

A. PROHIBITED CONDUCT

No person, either alone or with others, shall:

- 1. Act in a way that interrupts, hinders, or agitates the normal order and/or function of the school community.
- 2. Intentionally injure any person or threaten to do so.
- 3. Intentionally damage or remove district property.
- 4. Disrupt the orderly conduct of classes, school programs or other school activities.

- 5. Distribute or wear materials on school grounds or at school functions that are obscene, advocate illegal action, appear libelous, obstruct the rights of others, or are disruptive to the school program.
- 6. The creation of a hostile environment by conduct, with or without physical contact and/or by verbal threats, intimidation or abuse of such a severe nature that has or would have the effect of unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional or physical wellbeing based on a person's actual or perceived race, color, weight, national origin, political affiliation, ethnic group, religion, religious practice, marital or veteran status, use of a recognized guide dog, hearing dog or service dog, disability, sexual orientation, gender or sex.
- 7. Enter any portion of the school premises without authorization or remain in any building or facility after it is normally closed.
- 8. Obstruct the free movement of any person in any place to which this code applies.
- 9. Violate the traffic laws, parking regulations or other restrictions on vehicles;
- 10. Possess, consume, sell, distribute or exchange alcoholic beverages, controlled substances, or be under the influence of either on school property or at a school function.
- 11. Possess or use firearms or other weapons including air guns, pistols, rifles, shotguns, ammunition, explosives, box cutters, knives, gas canisters, pepper spray or other noxious spray in or on school property or at a school function, except in the case of law enforcement officers or except as specifically authorized by the school district.
- 12. Loiter on or about school property.
- 13. Gamble on school property or at school functions.
- 14. Refuse to comply with any lawful order of identifiable school district officials performing their duties.
- 15. Willfully incite others to commit any of the acts prohibited by this code.
- 16. Violate any federal or state statue, local ordinance or board policy while on school property or while at a school function.

B. PENALTIES

Persons who violate this code shall be subject to the following penalties:

- 1. Visitors Their authorization, if any to remain on school grounds or at the school function shall be withdrawn and they shall be directed to leave the premises. If they refuse to leave, law enforcement will be contacted.
- 2. Students They shall be subject to immediate ejection and to disciplinary action as the facts may warrant, including any of the penalties listed in the "Penalties" section of this code of conduct, in accordance with the due process of law requirements.
- 3. Tenured Faculty Members They shall be subject to immediate ejection and to disciplinary action as the facts may warrant in accordance with Education Law section 3020-a or any other legal rights that they may have.

- 4. Staff Members in the classified service of the Civil Service entitled to the protection of Civil Service Law section 75 They shall be subject to immediate ejection and to disciplinary action as the facts may warrant in accordance with Civil Service Law section 75 or any other legal rights that they may have.
- 5. Staff Members other than those described in subdivisions 3 and 4– They shall be subject to immediate ejection and to warning, reprimand, suspension or dismissal as the facts may warrant in accordance with any legal rights they may have.

C. ENFORCEMENT

All school personnel shall be responsible for enforcing the conduct required by this code.

When any school personnel sees an individual engaged in prohibited conduct, which in their judgment does not pose any immediate threat of injury to persons or property, the school personnel shall tell the individual that the conduct is prohibited and attempt to persuade the individual to stop. If the person refuses to stop engaging in the prohibited conduct, or if the person's conduct poses an immediate threat of injury to persons or property, the school personnel shall have the individual removed immediately from school property or the school function. If necessary, local law enforcement authorities will be contacted to assist in removing the person.

The district shall initiate disciplinary action against any student or staff member, as appropriate, with the "Penalties" section above. In addition, the district reserves its right to pursue a civil or criminal legal action against any person violating the code.

Dignity Act Coordinators

Jr.-Sr. HS: Shane Dehn <u>sdehn@marioncs.org</u> 315-926-4228 Elementary: Casey Steiner <u>csteiner@marioncs.org</u> 315-926-4256

INTERMUNICIPAL AGREEMENT

Between the

Marion Central School District and Town of Marion for Tax Collection Services

This agreement ("Agreement") for tax collection services is made as of August 21,2023, between the Marion Central School District, with offices located at 4034 Warner Road, Marion, NY 14505 (hereinafter the "School District") and Town of Marion, with offices located at 3823 North Main Street, Marion, NY 14505 (hereinafter the "Town").

RECITALS

WHEREAS, the School District wishes to have the Town provide tax collection services to the School District for the 2023-2024 fiscal year; and

WHEREAS, the Town agrees to provide the tax collection services to the School District for the 2023-2024 fiscal year pursuant to the terms of this Agreement; and

WHEREAS, the Parties are authorized to enter into cooperative agreements pursuant to Article 5(G) of the General Municipal Law of the State of New York to cooperatively exercise their respective powers; and

NOW, THEREFORE, In consideration of the mutual covenants and promises other parties, the School District and the Town agree as follows;

1. Purpose.

The Town and the School District enter into this Agreement in an effort to be more efficient and cost effective for their respective taxpayers.

2. Term of Agreement.

This Agreement is valid for the collection of the School District's school tax for the School District's fiscal year of July 1, 2023 June 30, 2024 (the "Term").

3. The Town's Duties.

The Town shall perform the following duties in connection with the collection of the School District's school tax for the School District's fiscal year of July 1, 2023 June 30, 2024.

- A. Receive tax payments from residents and third party entities (mortgage holders):
- B. Report tax payments to Wayne County through ATC software;
- C. Turn over tax payments with a daily summary report to School District's appointed tax collector.

(collectively "Tax Collection Services")

4. The School District's Duties.

The School District will pay the Town Two Thousand Six Hundred Dollars (\$2,600) for Tax Collection Services upon completion of the responsibilities described in Section 3 herein. The School District shall also perform the following duties:

- A. Develop and Mail Tax Bills;
- B. Retrieve tax payments from Town;
- C. Reconcile to Town's summary report;
- D. Make deposits to School District Bank account.

5. Compliance with Law.

The Town and School District agree to comply in all respects with the Real Property Tax Law, Town Law, Education Law and all other applicable law governing the Tax Collection Services.

6. Mutual Indemnification.

Each party (for purposes of this Paragraph, the party of the first part shall be referred to as the "Indemnifying Party") shall indemnify, defend and hold harmless the other party (for purposes of this Paragraph, the party of the second part shall be referred to as the "Indemnified Party") from and against: (a) any and all liability arising out of the Indemnifying Party's failure to comply with the terms of this Agreement, and any injury, loss, claims, or damages arising from the negligent operations, acts, or omissions of the Indemnifying Party relating to or arising out of such party's performance of its obligations under this Agreement; and (b) any and all costs and expenses, including reasonable legal expenses, incurred by or on behalf of the Indemnified Party in connection with the defense of such claims. Notwithstanding the foregoing, no party shall be liable to any other party hereunder for any claim covered by insurance, except to the extent of any deductible and to the extent that the liability of such party exceeds the amount or such insurance coverage.

7. Miscellaneous Provisions.

- 7.1. **Assignment.** Neither party may assign this Agreement or any of its rights or obligations hereunder.
- 7.2. **Modification.** This Agreement may be amended only in writing agreed to and signed by the Parties.
- 7.3. Counterparts. This Agreement may be executed in one or more counterparts each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.
- 7.4. Warranties. By entering into this Agreement, each party warrants and represents to the other that this Agreement is within its lawful powers, that this Agreement has been approved by its governing board in compliance with all applicable laws and procedures, that all approvals necessary

for its execution, delivery and performance by such party have been obtained, that no litigation is pending or to its knowledge threatened regarding Its execution, delivery or performance or this Agreement and that this Agreement is lawful and binding upon it in accordance with its terms.

- 7.5. Governing Law and Venue. This Agreement shall be governed by and construed in accordance With the laws of the Stale of New York. Monroe Town, New York, shall be the venue of any action or proceeding arising from or related to this agreement.
- 7.6. **Headings.** Paragraph headings have been provided for convenience of reference only and shall not control, affect the meaning or be used in the interpretation of any provisions of this Agreement.
- 7.7. Severability. If any provision of this Agreement or the application thereof to any person or circumstances, is adjudged invalid by a court of competent jurisdiction, the Commissioner of Education or other administrative agency, such judgment or ruling shall not affect or impair the validity of the other provisions of the Agreement or the application thereof to other persons and circumstances.

8. Complete Agreement.

The Parties agree that this document represents the full, final and complete Agreement in this matter.

9. **Board Approval.**

The Agreement is subject to approval by each party's respective board. The Agreement shall be effective on the date of execution by both parties set forth below, upon which date the Town's reimbursement obligations under this Agreement shall commence.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their duly authorized officers the day and year first above written.

MARION CENTRAL SCHOOL DISTRICT

Ву:	Date:
Its:	
TOWN OF MARION	
Ву:	Date:
Its:	

OT Sharing Agreement Between Williamson Central School District And Marion Central School District 2022-23

This is an Agreement made by and between Williamson CSD and Marion CSD pursuant to Section 119-0 of the General Municipal Law for the purpose of establishing the terms and conditions for sharing of Occupational services.

Whereas, the Williamson CSD and Marion CSD both desire to realize economic savings by sharing Occupational Therapist services and,

Whereas, Williamson CSD is willing to assign Andrea Habecker, an Occupational Therapist, to serve one day (1.0) a week for the 2022-23 school year to Marion CSD.

It is Hereby Agreed:

- 1) Commencing for the term beginning September 1, 2022 and ending June 30, 2023, Andrea Habecker will serve as an Occupational for both Williamson CSD and Marion CSD. Ms. Habecker will remain in employment of Williamson CSD and will retain all seniority and other employment rights that accrue to a full-time employee of Williamson CSD and will not be deemed an employee of Marion CSD.
- 2) During the 2022-23 school year, Williamson CSD will reduce Ms. Habecker's duties by one day a week will release her to perform OT for Marion CSD.
- 3) Marion CSD will reimburse Williamson CSD for 20% of Ms. Habecker's annualized salary of \$73,320 and benefits (total \$26,092) for the school year totaling \$19,882.
- While performing duties in Marion CSD, Ms. Habecker will report to the Director of Special Services or designee with respect to performance of their duties as if she was an employee of the Marion CSD. The Superintendent of Williamson or her designee will have no authority or responsibility to supervise neither in the performance of her OT duties for the Marion CSD.

- 5) Any travel required within a specific district for Ms. Habecker will be the responsibility of the individual district.
- This is an Agreement only for the sharing of the services of Ms. Habecker between Williamson CSD and Marion and does not imply that either district is performing a service for the other. By this Agreement, neither district assumes responsibility or liability for the performance of either in their duties for the other.

Approved by: Williamson Central School District	Approved by: Marion Central School District	
Date	Date	

MARION CENTRAL SCHOOL DISTRICT COUNTY OF WAYNE STATE OF NEW YORK

EMPLOYMENT AGREEMENT August 21, 2023 – June 30, 2024

FOOD SERVICE DIRECTOR (PART-TIME)

It is hereby agreed by and between the Superintendent of the Marion Central School District located in Wayne County in the State of New York (hereinafter called the District) and Warren Bushart (hereinafter called the Food Service Director) that the District hereby employs Warren Bushart as a part-time Food Service Director upon the following terms and conditions:

 EMPLOYMENT: The District acknowledges the employment of Warren Bushart as a parttime Food Service Director for the Marion Central School District. The duties of the parttime Food Service Director are set out in this agreement.

2. TERM OF AGREEMENT:

Although the definition of public employee covers the vast majority of employees who work for school districts, there are a few significant limitations. The Taylor Law does not cover employees who are designated by PERB as managerial or confidential. The employee designated in this agreement is a managerial employee due to involvement in the formulation of policy, participating with regularity in the essential process involving the determination of the goals and objectives, thereby having a substantial impact upon the affairs and the consistency of the District. This employee also is an integral participant in personnel administration duties, including interviewing, recommending appointments, regulating employee conduct, and making other employment decisions.

This employee is prohibited from striking to the same extent as other public employees, as well as from holding office in or belonging to a union which represents or seeks to represent employees in a school district.

This agreement is for the purposes of codifying the benefits, as approved by the Board of Education, associated with the employee's status as a Managerial Employee. Should the District warrant the termination of this employee, and upon the Board of Education's affirmative action of this termination, the employee shall not be entitled to the terms of this Agreement.

Except as otherwise provided, this agreement shall continue so long as Warren Bushart is employed by the District as part-time Food Service Director. Nothing in this agreement shall be construed as limiting the District's authority to terminate the Food Service Director's employment as allowed by law without further contractual obligation.

3. DUTIES:

The Food Service Director will have the primary responsibility of supervising food service employees and participating in the service of meals to students and teaching staff. The Food Service Director will also have the primary responsibility of being the "face" of the building/department and ensuring all patrons receive a warm and friendly greeting. These responsibilities also extend to the WEC Food Service Program that is contracted between the Marion Central School District and the Wayne-Finger Lakes BOCES.

The Food Service Director will ensure the day to day functions of the building/department will be accomplished by:

- Being responsible for monthly menus
- Overseeing compliance with USDA and NYSED mandates for the operation of the NSLP and NSBP
- Overseeing compliance with all NYS Department of Health regulations that apply to food service establishments
- Being responsible for and assuring record keeping and report filing in connection with the school nutrition program meet local, state, and federal guidelines
- Being responsible for and assuring procurement procedures in connection with the school nutrition program meet local, state, and federal guidelines
- Being responsible for and assuring that school nutrition programs operates within budgetary guidelines
- Training and mentor to the Cook Managers
- Conducting inventory and opening of the school year in late August/early September
- Conducting inventory and closeout of the school year in late June/early July
- Fill in at various schools for staff shortages as needed
- Providing guidance and consultation services as needed for food service for evening, weekend, and summer events
- Other duties as assigned by the Superintendent or the Superintendent's designee
- 4. COMPENSATION: For the 2023-24 school year, the annual stipend for the part-time Food Service Director will be \$23,000, to be paid in equal installments on the district's regular payroll dates.

- 5. POWER AN DUTIES: In consideration of the salary and other terms provided, the part-time Food Service Director agrees to perform faithfully the duties of Food Service Director in the Marion Central School District as prescribed by the laws of the State of New York and by the Rules and Regulations made thereunder by the District.
- 6. MODIFICATION: No modification or waiver of any of the terms of this agreement shall be valid unless in writing and executed with the same formality of this agreement.
- 7. SAVING CLAUSE: If any provision of this Agreement or any application of it shall be found contrary to law, then such provision or application shall be deemed valid only to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.
- 8. TOTAL AGREEMENT: This is the total and complete agreement between the parties and supersedes any and all prior oral or written agreements and no other benefit except as outlines applies.

Warren Bushart, Part-time Food Service Director	8/16/23 Date:
Ellen Lloyd, Ed.D, Superintendent	Date:
Attest: Nadine Mitchell, District Clerk	 Date:

Agreement

Food Service Management

This agreement made this 1st day of July 2023 by and between the Wayne-Finger Lakes BOCES in the Village of Newark, New York, hereinafter referred to as the BOCES and the Marion Central School District, hereinafter referred to as CSD.

It is mutually understood and agreed by the BOCES and the CSD that this agreement will be extended under the same terms and conditions set forth in the original agreement through June 30, 2024. The management fee will be \$51,616, an increase of 3% from 2022-23.

In witness whereof, the parties have hereunto set their hands and seals the day and year above written.

Marion CSD	Wayne Finger-Lakes BOCES	
	A DSlan:	
Signature, BOE President	Signature	
Date	$\frac{7/7/23}{\text{Date}}$	

MARION CENTRAL SCHOOL ATHLETIC DEPARTMENT

TO: ELLEN LLOYD AND BOARD OF EDUCATION

FROM: LORI DELYSER

DATE: 8/17/2023

RE: ADDITIONAL COACHING RECOMMENDATIONS

Coaching recommendations for the 2023 Fall Sports Season:

Boys Varsity Soccer Girls Modified Soccer

James Newby Emma Voorhees 2<u>0+5</u> Yrs Grp II 7,600\$7,900 2 Yrs Grp V \$2,000

Lori DeLyser Athletic Director Request to Create a Position: District Tutor

Rationale:

This position was created for the 22-23 school year. Throughout the school year this position:

- Supported instructional programming for SPED students who were waiting placements, keeping us in compliance with NYSED regulations
- Provided tutoring for students who were out of school suspended when BOCES tutoring was not available
- Assisted with building level substitute needs when a tutoring student was absent

For the 23-24 school year the Marion administrative team would like this position to continue. We currently have three elementary students and one JSHS student who are awaiting out of District SPED placements. All of these students will need to be provided tutoring/instructional programming until they can get a placement. The new NYSED requirements specify elementary students must have a minimum of two hours of tutoring/instructional support daily, while JSHS students must have a minimum of three hours of tutoring/instructional support daily. By continuing this position we will be able to provide instruction for the majority of these students and reduce the need for us to attempt to find tutors through BOCES.

Robert Goodell 1600 Clovertrail Drive Farmington NY 14425

Dear Dr. Lloyd,

Please accept this letter as my formal resignation from my position as a Physical Education and Health Teacher at Marion Central School effective immediately. Despite this resignation, I will continue fulfill my professional responsibilities at MCS in both the Summer Online Health Course and Strength Program through Thursday August 3, 2023.

I appreciate the many opportunities for growth and development Marion has provided me during my tenure. Thank you to all of my current and past administrators for the guidance and support they provided. I wish you and the district the very best going forward.

Sincerely,

Bob Goodell

To the Marion Central School District,

It is with a heavy heart that I must resign from my position(s) as a Special Education Teacher and as the Interim Assistant Principal, effective August 25, 2023. My years at Marion have had such a positive impact on my life. This district is filled with amazing human beings who truly care about the children in the community. It has been an absolute honor being a member of the Black Knight Family.

Thank you so much for everything, Brianne Raes

Carol McManus P.O. Box 163 Palmyra, NY 14522 315-573-3690 Dr. Ellen Lloyd, Superintendent Marion Central School District 4034 Warner Rd. Marion, NY 14505 Dear Dr. Lloyd, It is with mixed emotions that I am advising you of my decision to resign as Principal's Secretary for the Marion Central School District as of August 31, 2023. Marion Elementary has been my 'home' for the past 12 years. I am so grateful to have worked for 3 amazing women and have developed many relationships that I hope will last a lifetime. As hard as it is to leave, it is time for me to move on to other interests. I look forward to following all the great things I know you will do for the Marion School District. I was very fortunate to have worked for you and the students of Marion are very fortunate to have you looking out for their best interests! With warmest regards, wel Mimmus Carol McManus

Taylor Wolfe 290 Hillside Ave Rochester, NY 14610 thudson@marioncs.org

August 16th, 2023
Dr. Ellen Llyod
Casey Steiner
Marion Central School District

Dear Dr. Ellen Lloyd and Casey Steiner,

This letter is to offer my resignation as Probationary Elementary Physical Education Teacher pending board approval at another district on September 5th, 2023.

I have truly enjoyed my time here at Marion and I am grateful for all of the opportunities Marion has given me as well as the skills I have gained at this district. I appreciate the professional guidance and support that has allowed me to grow within this role.

I wish you and the school the very best moving forward. If I can be of any assistance during this transition please do not hesitate to ask.

Sincerely,

Taylor Wolfe

Taylor Wolfe Marion Athletics August 16th, 2023

Please accept this letter as my formal resignation from my position as Modified Girls Soccer coach at Marion Central School. My resignation shall be effective 8/16/2023. Thank you for giving me the opportunity to work in this position for the past few years. I have thoroughly enjoyed working in this role. If there is anything I can do to help with the transition, please let me know.

Thank you again for the opportunity,

Taylor Wolfe



3863 N. Main Street | Marion, NY 14505 Phone 315-926-4256 | Fax 315-926-3115

> Dr. Ellen Lloyd Superintendent

Mrs. Casey Steiner Elementary Principal

Ms. Brianne Raes Interim K-12 Assistant Principal

7.14.23

Dear Dr. Lloyd;

I would like to formally recommend Paula Docteur for the position of health aide at Marion Elementary. Paula has experience in this role and is familiar with the technology, student needs, and procedures required to successfully carry out the tasks associated with this position. I'm excited to continue to work with Paula in this role.

Sincerely,

Mrs. Casey M. Steiner Principal, Marion Elementary



MARION CENTRAL SCHOOL TRANSPORTATION DEPARTMENT 315.926.2436 Office 315.926.2320 Fax

Shelene L. Hayes Interim Supervisor

July 21, 2023

To: Dr. Ellen Lloyd, Rich Walker and Marion Board of Education Members:

I am recommending the appointment of Katie French as a substitute Bus Monitor/Attendant. Katie is a former employee who is willing to substitute when available. She is fingerprinted and fully cleared with all necessary testing.

Respectfully,

Shelene Hayes



3863 N. Main Street | Marion, NY 14505 Phone 315-926-4256 | Fax 315-926-3115

> Dr. Ellen Lloyd Superintendent

Mrs. Casey Steiner Elementary Principal

Ms. Brianne Raes Interim K-12 Assistant Principal

08.01.23

Dear Dr. Lloyd;

I would like to formally recommend Teresa Wurster for an aide position at Marion Elementary. Teresa has experience as a monitor as well as an aide in the Williamson Central School District. She is skilled at building positive relationships and aiding in the success of the students through the Whole Child lens. I am excited to have her in this role at Marion Elementary.

Sincerely,
Ms Brianne Raes
Interim K-12 Assistant Principal



3863 N. Main Street | Marion, NY 14505 Phone 315-926-4256 | Fax 315-926-3115

> Dr. Eilen Lloyd Superintendent

Mrs. Casey Steiner Elementary Principal

Ms. Brianne Raes Interim K-12 Assistant Principal

08.01.23

Dear Dr. Lloyd;

I would like to formally recommend Emma Lancaster for an aide position at Marion Elementary. Emma has experience working with pediatrics in the medical field. She is skilled at building positive relationships, and creating a safe environment for children. I am excited to have her in this role at Marion Elementary.

Sincerely,
Ms Brianne Raes
Interim K-12 Assistant Principal



3863 N. Main Street | Marion, NY 14505 Phone 315-926-4256 | Fax 315-926-3115

Dr. Ellen Lloyd Superintendent

Mrs. Casey Steiner Elementary Principal

Ms. Brianne Raes Interim K-12 Assistant Principal

08.01.23

Dear Dr. Lloyd;

I would like to formally recommend Allison Brewer for an aide position at Marion Elementary. Allison shared a commitment to our school and our community in her interviews. I am excited to have her join our team at Marion Elementary.

Sincerely, Mrs. Casey M. Steiner Elementary Principal



Fwd: Letter of resignation

1 message

Megn Ryan <megryan830@gmail.com>
To: "nmitchell@marioncs.org" <nmitchell@marioncs.org>

Fri, Aug 4, 2023 at 12:16 PM

----- Forwarded message ------

From: Megn Ryan <megryan830@gmail.com>

Date: Fri, Aug 4, 2023, 12:05 PM Subject: Letter of resignation To: <nmitchell@marikncs.org>

Good afternoon!

To whom it may concern,

I Megan Ryan resign from my current position as a food service helper.

Thank you, Megan Ryan



3863 N. Main Street | Marion, NY 14505 Phone 315-926-4256 | Fax 315-926-3115

> Dr. Ellen Lloyd Superintendent

Mrs. Casey Steiner Elementary Principal

Ms. Brianne Raes Interim K-12 Assistant Principal

08.01.23

Dear Dr. Lloyd;

I would like to formally recommend Megan Ryan for an aide position at Marion Elementary. Megan has experience working with students previously at Marion's After School Program. She is skilled at creating innovative learning experiences for students with various learning needs and styles. I am excited to have her in this role at Marion Elementary.

Sincerely,
Ms Brianne Raes
Interim K-12 Assistant Principal



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> Dr. Ellen Lloyd Superintendent

Mrs. Casey Steiner
Elementary Principal

Ms. Brianne Raes Interim K-12 Assistant Principal

08.06.23

Dear Dr. Lloyd;

I would like to formally recommend Megan DeRose for the Senior Typist position at Marion Elementary. Megan is currently serving in a clerical role at the Western Wayne High School Summer program. During her interviews she demonstrated professionalism, knowledge of computer programs necessary for the position and a willingness to learn. I am excited to have her in this role at Marion Elementary.

Sincerely, Mrs. Casey M. Steiner Elementary Principal



MARION CENTRAL SCHOOL TRANSPORTATION DEPARTMENT 315.926.2436 Office 315.926.2320 Fax

Shelene L. Hayes Interim Supervisor

August 15, 2023

To: Dr. Ellen Lloyd, Rich Walker and Marion Board of Education Members:

I am recommending the appointment of Kecia Bush for a full time bus driving position, 5 hours daily, with a starting rate of \$24.10 based on her previous years of experience. Kecia has worked as a substitute summer bus driver and comes with seven years previous experience.

Due to additional placements and programs this year we are in need of adding another full time route.

Respectfully,

Shelene Hayes

To: Dr. Ellen Lloyd Board of Education

From: Warren Bushart

August 17, 2023

Re: position recommendations

I would like to recommend:

Erica Hill for a 3 hour position as Food Service Helper at the Marion Jr. – Sr. High School. Pending background check.

This will fill one of the open high school positions . She will work student school days only. Rate of pay will be per the CSEA contract for Food Service Helper.

Thank you