

LONG BEACH PUBLIC SCHOOLS
Long Beach, New York

February 11, 2014

Ladies and Gentlemen:

The Long Beach Board of Education is the authorized state agency responsible for setting educational policy in the District. It consists of five trustees, each serving a three-year term. Board members pay school taxes at the regular rate and receive no salary or other financial compensation.

All meetings, except executive sessions, are held before the public. Members of the public may address the Board of Education on any specific agenda item during special times reserved for that purpose prior to Board discussion and action. The public may also address the Board of Education on any matter of concern at a second public session after the Board of Education completes agenda action items. Visitors should not address the Board in public relative to questions or comments regarding specific staff members or specific students. Such concerns should be brought to the attention of appropriate staff or to Board members by telephone, in writing, or by scheduling a personal meeting, as appropriate to the circumstances.

Visitors' comments will be limited to three (3) minutes per agenda item to each individual speaker on items on the business meeting agenda and five (5) minutes to speak under new or old business. An individual may speak only once on a specific topic. Visitors are precluded from speaking on any agenda item more than once during each meeting.

Sincerely,

Your Board of Education

**BOARD OF EDUCATION
Long Beach Public Schools
Regular Board Meeting – February 11, 2014
Lindell School Auditorium**

AGENDA

REGULAR MEETING 7:30 P.M.

- I. Pledge of Allegiance and Opening Remarks – Board President
- II. Report of Superintendent of Schools

- **PRESENTATION OF CERTIFICATES**

- **FRAGMENTS 2013 - Rachell Koegel, Advisor**

- *Assistant Editors:*
Ilana Blumenthal Allyson Golden Alec Wall
- *Production staff:*
Demi Amideneu Morgan Harrington Mark Pittinsky
Julia Berkowitz Charlotte Kasper Emily Reilly
Meagan Brenner Chris Lester Emma Rovitz
Emily Bromberg America Moratori

- **SCHOLASTIC ART AND WRITING AWARDS**

<i>Demi Amideneau</i>	<i>Gold Key, Honorable Mention</i>
<i>Ilana Blumenthal</i>	<i>Silver Key, Honorable Mention</i>
<i>Emily Bromberg</i>	<i>Silver Key, Honorable Mention</i>
<i>Mary Corbett</i>	<i>Silver Key, Honorable Mention</i>
<i>Anna Falvey</i>	<i>Gold Key (Collection), Honorable</i>
<i>Allyson Golden</i>	<i>Honorable Mention(Collection)</i>
<i>Morgan Harrington</i>	<i>Gold Key (Collection)</i>
<i>Charlotte Kasper</i>	<i>Gold Key (Collection)</i>
<i>Chris Lester</i>	<i>Gold Key (Collection)</i>
<i>Kaitlyn Murphy</i>	<i>Honorable Mention</i>
<i>Emily Reilly</i>	<i>Honorable Mention</i>
<i>Alexandra Thursland</i>	<i>Silver Key, Honorable Mention</i>
<i>Noelani Tomicick</i>	<i>Honorable Mention</i>
<i>Alec Wall</i>	<i>Silver Key, Honorable Mention</i>

Report of Superintendent of Schools (continued)

- *Budget Presentation - Secondary Instructional Program – Michael DeVito, COO*

III. Board of Education Comments

IV. Questions and Comments from the Public - Items on Tonight's Agenda Only

V. Student Organization Announcements

VI. Presentation of the Treasurer's Report of December 2013

VII. Approval of Minutes of Board of Education Regular Meeting of January 14, 2013 and Executive Sessions of January 14 and January 28, 2014

VIII. Presentations of the Superintendent:

1. Personnel Matters: Certificated
2. Personnel Matters: Non-Certificated
3. First Reading of Revised Policy # 3260: Budget Advisory Committee
4. First Reading of Revised Policy #5321: Credit Cards
5. First Reading of Policy #6120: Equal Employment Opportunity
6. First Reading of Revised Policy #6551: Family and Medical Leave Act
7. Adoption of 2014-2015 School Calendar
8. Approval of Change in Polling Sites
9. Designation of Personal Registration Day
10. Donation of Obsolete Equipment
11. Acceptance of Change Orders
12. Acceptance of Recommendations of Committee on Special Education
13. Acceptance of Donations
14. Payment of Legal Bills: Legal Services
15. Approval of Use of Schools

IX. Questions and Comments from the Public

- X. Announcements:
 - 1. Long Beach Classroom Teachers Association
 - 2. Administrative, Supervisory and PPS Group
 - 3. Long Beach Schools Employees' Association
 - 4. Parent/Teacher Association

- XI. Board of Education - Additional New/Old Business, if any

- XII. Adjournment

RESOLUTIONS

BE IT RESOLVED THAT, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following personnel actions.

1. CERTIFICATED PERSONNEL

(a) Resignations for the Purpose of Retirement

1. Name: Guillermo Duque
Assign./Loc: Social Studies Teacher/high school
Effective Date: June 30, 2014 close of day
2. Name: Judith Knoop
Assign./Loc: Art Teacher/middle school
Effective Date: June 30, 2014 close of day

(b) Resignations

1. Name: Karen Carrella
Assign./Loc: Part Time Teacher Assistant/middle school
Effective Date: January 14, 2014 close of day
2. Name: Shannon Burkhart
Assign./Loc: Part Time Teacher Assistant/middle school
Effective Date: January 30, 2014

(c) Rescission

Name: Gina Calabrese
Assign./Loc: 7th Grade Softball
Effective Date: 2013-2014 school year

(d) Leaves of Absence

1. Name: Janna Arkow
Assign./Loc: Special Education Teacher/middle school
Effective Dates: May 12, 2014-June 30, 2014
Reason: Maternity
2. Name: Paige Bade-Ankudovych
Assign./Loc: Permanent Substitute Teacher/high school
Effective Dates: May 18, 2014-June 30, 2014
Reason: Maternity
3. Name: Elizabeth Chimienti
Assign./Loc: Elementary Teacher/middle school
Effective Dates: April 3, 2014-June 30, 2014
Reason: Maternity

1. CERTIFICATED PERSONNEL

(d) Leaves of Absence

continued:

4. Name: Anne LaPenna
Assign./Loc: Elementary Teacher/West School
Effective Dates: April 10, 2014-May 26, 2014
Reason: Maternity
5. Name: Jean-Marie Marciano
Assign./Loc: Part time Teacher Assistant /middle school
Effective Dates: March 31, 2014-June 16, 2014
Reason: Maternity
6. Name: Patricia Barrett
Assign./Loc: Library Media Specialist/high school
Effective Dates: February 22, 2014-June 30, 2014
Original Dates: November 11, 2014-February 21, 2014
Reason: Maternity
7. Name: Giulia Simone
Assign./Loc: Elementary Teacher/West School
Effective Dates: February 14, 2014-March 26, 2013
Original Dates: November 6, 2013-February 13, 2014
Reason: Medical

(e) Leave of Absence: Catastrophic

Name: Jennifer Pullara
Assign./Loc: Remedial Reading Teacher/East School
Effective Dates: January 17, 2014+February 5, 2014-February 24, 2014
(longer if medically necessary-not to exceed 120 days)

(f) Appointment: Regular Substitute Part Time English Teacher (.9)

Name: Ashley Didio
Assign./Loc: Regular Substitute Part Time English Teacher/high school
Certification: Initial English Language Arts 7-12
Effective Dates: February 3, 2014-June 30, 2014 (or earlier at the districts discretion)
Tenure Area: English
Salary Classification: 0.9 of MA/Step 3 (\$63,743* per annum) prorated
Reason: To meet a district need
Comment: Currently .7

1. CERTIFICATED PERSONNEL

(g) Appointment: Regular Substitute Part Time Social Studies Teacher (.4)

Name: Robin Kochie Gonzalez
Assign./Loc: Regular Substitute Part Time Social Studies Teacher (.4)/high school
Certification: Permanent Social Studies 7-12
Effective Date: February 3, 2014-June 30, 2014 (or earlier at the district's discretion)
Tenure Area: Social Studies
Salary Classification: 0.4 of MA+60/Step 5 (\$33,874*per annum)prorated
Reason: To meet a district need
Comment: Currently .2

(h) Appointment: Math Academy Program (Grant Funded)-for the 2013-2014 School Year-rate of pay \$73.03* per hour-maximum 10 hours each-*subject to negotiations

- | | |
|-----------------------|-----------------------|
| 1. Edenia Aristy | 14. Tamara Grosso |
| 2. Diana Armada | 15. Christine LaMarca |
| 3. Jodi Balzano | 16. Sara Mayo |
| 4. Julie Baron | 17. Mildred McCarthy |
| 5. Kathleen Coners | 18. Dana Monti |
| 6. Elaine Braithwaite | 19. Elleen Parks |
| 7. Melissa Canner | 20. Beth Prostick |
| 8. Michelle DeJesus | 21. Lisa Rundo |
| 9. Teriann Eidt | 22. Kristi Simonetti |
| 10. Jillian Fernandez | 23. Jeanine Sofield |
| 11. Shari Ferrara | 24. Kathryn Virgona |
| 12. Linda Fuller | 25. June Schecter |
| 13. Lauren Goodman | |

(h) Appointment: ESL Content and Language Support Program (Grant Funded)-for the 2013-2014 School Year-rate of pay \$73.03* per hour-*Subject to negotiations

Substitutes

1. Mayela Molina
2. Valentina Parisi

**(i) Appointment: Homebound Instructor for the 2013-2014 School Year
Rate of Pay: \$54.97* per hour-*subject to negotiations**

Paul Monaco

(j) Appointment: Interscholastic Coach-2013-2014-*Subject to negotiations

Position	Coach	Stipend*
1. 7 th Grade Softball	Mallory Notholt	\$4,710
2. Volunteer Softball Coach	Heather Pomilio	n/a
3. Volunteer Lacrosse Coach	Christopher Sullivan	n/a

1. CERTIFICATED PERSONNEL

(k) Appointment: Parent Training/Transition Program-Variou School Buildings/Student Homes-2013-2014 School Year-Rate of Pay-\$68.34*per hour-*subject to negotiations

1. Mary Ann Colucci
2. Cheryleann Fontenot
3. Gianna Cody

(l) Appointments: Coaches for Special Olympics-Spring 2014 -Rate of pay \$54.97* per hour-*subject to negotiations

Name	Maximum Hours
1. Stacey Duman	50
2. Sean Miller	50

(m) The following Per Diem Substitute Teachers are recommended for approval for the 2013-2014 school year

NAME	CERTIFICATION AREA
1. Paul Gillespie	Initial Physical Education
2. Christopher Zelles	Initial Social Studies 5-9 Initial Social Studies 7-12
3. Susan Feld	Permanent Special Education

(n) Per Diem Substitute School Psychologist

Name:	Seraphina D'Anna
Assign./Loc:	School Psychologist/Lindell School
Effective Dates:	February 5, 2014-date to be determined
Rate:	\$225 per day
Reason:	To replace Jeanine Sorenson

(o) Reclassifications:

	Name	Assignments	New Class	Effective Date
1.	Jacqueline Byrne	Teacher/Elementary	MA+60	9/1/13
2.	Lisa Casey	Teacher/Social Studies	MA+60	2/1/14
3.	Caitlin Fuentes	Teacher/Elementary	MA+50	9/1/13
4.	Caitlin Fuentes	Teacher/Elementary	MA+60	2/1/14
5.	Katherine McCullagh	Teacher/Elementary	MA+80	9/1/13

2. NON CERTIFICATED PERSONNEL

(a) Leave of Absence

Name: Arlene Werner
Assign./Loc.: Part Time Building Aide/high school
Effective Dates: January 27, 2014-February 11, 2014
Reason: Medical

(b) Appointment: Part Time Food Service Worker (17.5 hours per week)

Name: Shatoya Williams
Assign./Loc.: Part Time Food Service Worker/middle school
Effective Date: February 24, 2014
Salary Classification: \$11.99* per hour
Grade/Step: Grade I/Step 1
Reason: Partial replacement for Joann McCann
*Subject to negotiations

(c) Recommended Action: Approval of the schedules of 2013-2014 Continuing Education Instructional Personnel as follows (subject to sufficient enrollment and satisfactory performance):

<u>Name</u>	<u>Course</u>	<u>Hours</u>	<u>Rate p/h</u>	<u>Maximum</u>
Schilling, Julia	Beginner Quilting	16	\$25.00	\$400.00

(d) The following Per Diem Substitute is recommended for approval for the 2013-2014 school year

Name	Position
Seraphina D'Anna	Teacher Assistant

3. FIRST READING OF REVISED POLICY #3260: BUDGET ADVISORY COMMITTEE

4. FIRST READING OF REVISED POLICY #6830.1: CREDIT CARD (NEW #5321)

5. FIRST READING OF POLICY #6120: EQUAL EMPLOYMENT OPPORTUNITY

6. FIRST READING OF REVISED POLICY #6551: FAMILY AND MEDICAL LEAVE ACT

7. ADOPTION OF SCHOOL CALENDAR

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the 2014-2015 School Calendar.

8. APPROVAL OF CHANGE IN POLLING SITES

WHEREAS, the school district has eight (8) designated polling sites for the annual election and budget vote to be held on May 20, 2014; and

BE IT RESOLVED that for the May 20, 2014 annual budget vote and election, those voters who reside within School Election District No. 4 Temple Emanu-El, will vote at the polling site designated as School District Election District #5, East School, and those voters who reside within School Election District No. 8, Martin Luther King Center, will vote at the polling site designated as School District Election District No. 3, 225 West Park Avenue; and

BE IT FURTHER RESOLVED that the District Clerk is directed to take all necessary steps to effectuate the afore-stated change in designation of polling sites for the annual election and budget vote to be held on May 20, 2014.

9. DESIGNATION OF PERSONAL REGISTRATION DAY

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education designates Tuesday, May 6, 2014 as a Personal Registration Day at the Long Beach Middle School, located at 239 Lido Boulevard, Lido Beach, New York.

10. DONATION OF OBSOLETE EQUIPMENT

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the donation of a Long Beach High School partial wrestling mat and an older diving board that is no longer in use to the Long Beach Recreation Center;

BE IT FURTHER RESOLVED that the Long Beach Recreation Center will pick up the donations from Long Beach High School.

11. ACCEPTANCE OF CHANGE ORDERS

A) CHANGE ORDER #5 WITH IRWIN CONTRACTING, INC. (CONTRACT #3-E-DWSR-1) EAST ELEMENTARY SCHOOL – STORM RESTORATION PROJECT

WHEREAS, the Long Beach City School District ("District") has engaged Irwin Contracting, Inc. ("Irwin") for general construction work at East Elementary School pursuant to an award on May 14, 2013; and

WHEREAS, the District's architect and construction manager recommend modification to the existing contract to include the removal of vinyl asbestos tile and associated adhesives; and

WHEREAS, the District's architect and construction manager recommend moving forward with this work now considering the reasonable pricing the District received from Irwin;

THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts Change Order #5 (Contract #3-E-DWSR-1) to the contract with Irwin for the additional cost of \$4,772.00; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No.5 (Contract #5-E-DWSR-1) to the contract with Irwin on its behalf.

B) CHANGE ORDER #5 WITH ELDOR CONTRACTING CORP. (CONTRACT #4-HS-DWSR-4) LONG BEACH HIGH SCHOOL – STORM RESTORATION PROJECT

WHEREAS, the Long Beach City School District ("District") has engaged Eldor Contracting Corp. ("Eldor") for electrical work at Long Beach High School pursuant to an award on June 28, 2013; and

WHEREAS, the District's architect and construction manager recommend modification to the existing contract to include redirecting branch circuits for boiler feed unit and fuel oil pump set; and

WHEREAS, the District's architect and construction manager recommend moving forward with this work now considering the reasonable pricing the District received from Eldor;

THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts Change Order #5 (Contract #4-HS-DWSR-4) to the contract with Eldor for the additional cost of \$3,411.64; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No. 5 (Contract #4-HS-DWSR-4) to the contract with Eldor on its behalf.

**C) CHANGE ORDER #6 WITH ELDOR CONTRACTING CORP. (CONTRACT #4-HS-DWSR-4)
LONG BEACH HIGH SCHOOL – STORM RESTORATION PROJECT**

WHEREAS, the Long Beach City School District ("District") has engaged Eldor Contracting Corp. ("Eldor") for electrical work at Long Beach High School pursuant to an award on June 28, 2013; and

WHEREAS, the District's architect and construction manager recommend modification to the existing contract to include installation of breakers for sump pumps and electrical outage to facilitate new electrical gear; and

WHEREAS, the District's architect and construction manager recommend moving forward with this work now considering the reasonable pricing the District received from Eldor;

THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts Change Order #6 (Contract #4-HS-DWSR-4) to the contract with Eldor for the additional cost of \$1,491.15; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No. 6 (Contract #4-HS-DWSR-4) to the contract with Eldor on its behalf.

**D) CHANGE ORDER #6 WITH LEB ELECTRIC, LTD. (CONTRACT #1-W-DWSR-4)
LONG BEACH HIGH SCHOOL – STORM RESTORATION PROJECT**

WHEREAS, the Long Beach City School District ("District") has engaged LEB Electric, Ltd. ("LEB") for electrical work at Long Beach High School pursuant to an award on April 30, 2013; and

WHEREAS, the District's architect and construction manager recommend modification to the existing contract to include various additions and relocations for better function in kitchen; and

WHEREAS, the District's architect and construction manager recommend moving forward with this work now considering the reasonable pricing the District received from LEB;

THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts Change Order #6 (Contract #1-W-DWSR-4) to the contract with LEB for the additional cost of \$3,510.00; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No. 6 (Contract #1-W-DWSR-4) to the contract with LEB on its behalf.

**E) CHANGE ORDER #4 WITH ULTIMATE POWER, INC. (CONTRACT #1-W-DWSR-3)
LONG BEACH HIGH SCHOOL – STORM RESTORATION PROJECT**

WHEREAS, the Long Beach City School District ("District") has engaged Ultimate Power, Inc. ("Ultimate") for mechanical work at West Elementary School pursuant to an award on April 30, 2013; and

WHEREAS, the District's architect and construction manager recommend modification to the existing contract to include installation of cabinet heater; and

WHEREAS, the District's architect and construction manager recommend moving forward with this work now considering the reasonable pricing the District received from Ultimate;

THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts Change Order #4 (Contract #1-W-DWSR-3) to the contract with Ultimate for the additional cost of \$13,548.15; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No. 4 (Contract #1-W-DWSR-3) to the contract with Ultimate on its behalf.

**F) CHANGE ORDER #45 WITH MPCC CORP. (CONTRACT #8-LCXAR-1)
LIDO COMPLEX– ADDITIONS & ALTERATIONS – PHASE 3B**

WHEREAS, the Long Beach City School District ("District") has engaged MPCC CORP. ("MPCC") for general construction work at the Lido Complex pursuant to an award on December 6, 2013; and

WHEREAS, the District's architect and construction manager recommend modification to the existing contract to include the addition of piers, boiler room roof work, deck replacement, and assorted repairs; and

WHEREAS, the District's architect and construction manager recommend moving forward with this work now considering the reasonable pricing the District received from MPCC;

THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts Change Order #45 (Contract #8-LCXAR-1) to the contract with MPCC for the additional cost of \$14,930.77; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No.45 (Contract #8-LCXAR-1) to the contract with MPCC on its behalf.

**G) CHANGE ORDER #46 WITH MPCC CORP. (CONTRACT #8-LCXAR-1)
LIDO COMPLEX- ADDITIONS & ALTERATIONS - PHASE 3B**

WHEREAS, the Long Beach City School District ("District") has engaged MPCC CORP. ("MPCC") for general construction work at the Lido Complex pursuant to an award on December 6, 2013; and

WHEREAS, the District's architect and construction manager recommend modification to the existing contract to include skylight crickets, deletion of walkway and refinishing of GWB; and

WHEREAS, the District's architect and construction manager recommend moving forward with this work now considering the reasonable pricing the District received from MPCC;

THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts Change Order #46 (Contract #8-LCXAR-1) to the contract with MPCC for the additional cost of \$6,538.90; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No.45 (Contract #8-LCXAR-1) to the contract with MPCC on its behalf.

**H) CHANGE ORDER #2 WITH ACS SYSTEMS ASSOCIATES, INC. (CONTRACT #1-LES-2)
LINDELL ELEMENTARY SCHOOL**

WHEREAS, the Long Beach City School District ("District") has engaged ACS Systems, Inc. ("ACS") for mechanical work at the Lindell Elementary School pursuant to an award on November 13, 2013; and

WHEREAS, the District's architect and construction manager recommend modification to the existing contract to include installation of split AC system for Telecom Room, installation of rooftop condensing unit and a credit for unused allowance; and

WHEREAS, the District's architect and construction manager recommend moving forward with this work now considering the reasonable pricing the District received from ACS;

THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts Change Order #2 (Contract #1-LES-2) to the contract with ACS for the additional cost of \$7,983.14; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No.2 (Contract #1-LES-2) to the contract with ACS on its behalf.

**I) CHANGE ORDER #7 WITH MAINLINE ELECTRIC (CONTRACT #8-LCXAR-4)
MIDDLE SCHOOL/LIDO COMPLEX**

WHEREAS, the Long Beach City School District ("District") has engaged Mainline Electric ("Mainline") for electrical work at Long Beach Middle School/Lido Complex pursuant to an award on November 15, 2013; and

WHEREAS, the District's architect and construction manager recommend modification to the existing contract to include changing 12 ceiling mounted fixtures; and

WHEREAS, the District's architect and construction manager recommend moving forward with this work now considering the reasonable pricing the District received from Mainline;

THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts Change Order #7 (Contract #8-LCXAR-4) to the contract with Mainline for the additional cost of \$1,650.35; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No.7 (Contract #8-LCXAR-4) to the contract with Mainline on its behalf.

**J) CHANGE ORDER #8 WITH MAINLINE ELECTRIC (CONTRACT #8-LCXAR-4)
MIDDLE SCHOOL/LIDO COMPLEX**

WHEREAS, the Long Beach City School District ("District") has engaged Mainline Electric ("Mainline") for electrical work at Long Beach Middle School/Lido Complex pursuant to an award on November 15, 2013; and

WHEREAS, the District's architect and construction manager recommend modification to the existing contract to include repair of site lighting, replacement of data and power at Library desks, disconnect and reconnection of unit ventilators due to damages from Hurricane Sandy; and

WHEREAS, the District's architect and construction manager recommend moving forward with this work now considering the reasonable pricing the District received from Mainline;

THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts Change Order #8 (Contract #8-LCXAR-4) to the contract with Mainline for the additional cost of \$13,769.35; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No.8 (Contract #8-LCXAR-4) to the contract with Mainline on its behalf.

**K) DEDUCT CHANGE ORDER #3 WITH PALACE ELECTRICAL CONTRACTORS, INC.
(CONTRACT #10-LBHS-3) CEILING REPLACEMENT -HIGH SCHOOL**

WHEREAS, the Long Beach City School District ("District") has engaged Palace Electrical Contractors, Inc. ("Palace") for electrical work at Long Beach High School pursuant to an award on July 20, 2012; and

WHEREAS, the District's architect and construction manager recommend modification to the existing contract for credit for unused allowance; and

THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts Deduct Change Order #3 (Contract #10-LBHS-3) to the contract for a credit with Palace in the amount of \$6,528.53; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No.3 (Contract #10-LBHS-3) to the contract with Palace on its behalf.

**L) CHANGE ORDER #2 WITH PALACE ELECTRICAL CONTRACTORS, INC.
(CONTRACT #10-LBHS-3) CEILING REPLACEMENT HIGH SCHOOL**

WHEREAS, the Long Beach City School District ("District") has engaged Palace Electrical Contractors, Inc. ("Palace") for electrical work at Long Beach High School pursuant to an award on July 20, 2012; and

WHEREAS, the District's architect and construction manager recommend modification to the existing contract to include lighting fixture credit and replacement of storm damaged fixtures; and

WHEREAS, the District's architect and construction manager recommend moving forward with this work now considering the reasonable pricing the District received from Palace;

THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts Change Order #2 (Contract #10-LBHS-3) to the contract with Palace for the additional cost of \$19,502.00; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No.2 (Contract #10-LBHS-3) to the contract with Palace on its behalf.

**M) CHANGE ORDER #16 WITH PALACE ELECTRICAL CONTRACTORS, INC.
(CONTRACT #9-LBHS-4) HIGH SCHOOL**

WHEREAS, the Long Beach City School District ("District") has engaged Palace Electrical Contractors, Inc. ("Palace") for electrical work at Long Beach High School pursuant to an award on June 7, 2011; and

WHEREAS, the District's architect and construction manager recommend modification to the existing contract to include provision of power at gas solenoid valves, additional lighting circuits and provision of power to additional cabinet heater; and

WHEREAS, the District's architect and construction manager recommend moving forward with this work now considering the reasonable pricing the District received from Palace;

THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts Change Order #16 (Contract #9-LBHS-4) to the contract with Palace for the additional cost of \$18,699.99; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No.16 (Contract #9-LBHS-4) to the contract with Palace on its behalf.

**N) CHANGE ORDER #17 WITH PALACE ELECTRICAL CONTRACTORS, INC.
(CONTRACT #9-LBHS-4) HIGH SCHOOL**

WHEREAS, the Long Beach City School District ("District") has engaged Palace Electrical Contractors, Inc. ("Palace") for electrical work at Long Beach High School pursuant to an award on June 7, 2011; and

WHEREAS, the District's architect and construction manager recommend modification to the existing contract to include provision of shutoff controls at gas solenoid valves; and

WHEREAS, the District's architect and construction manager recommend moving forward with this work now considering the reasonable pricing the District received from Palace;

THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts Change Order #17 (Contract #9-LBHS-4) to the contract with Palace for the additional cost of \$13,018.01; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No.17 (Contract #9-LBHS-4) to the contract with Palace on its behalf.

**O) CHANGE ORDER #18 WITH PALACE ELECTRICAL CONTRACTORS, INC.
(CONTRACT #9-LBHS-4) HIGH SCHOOL**

WHEREAS, the Long Beach City School District ("District") has engaged Palace Electrical Contractors, Inc. ("Palace") for electrical work at Long Beach High School pursuant to an award on June 7, 2011; and

WHEREAS, the District's architect and construction manager recommend modification to the existing contract to include provision of wiring for the additional nurse and main office phones and installation of motion sensor override; and

WHEREAS, the District's architect and construction manager recommend moving forward with this work now considering the reasonable pricing the District received from Palace;

THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts Change Order #18 (Contract #9-LBHS-4) to the contract with Palace for the additional cost of \$1,751.25; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No.18 (Contract #9-LBHS-4) to the contract with Palace on its behalf.

**P) CHANGE ORDER #19 WITH PALACE ELECTRICAL CONTRACTORS, INC.
(CONTRACT #9-LBHS-4) HIGH SCHOOL**

WHEREAS, the Long Beach City School District ("District") has engaged Palace Electrical Contractors, Inc. ("Palace") for electrical work at Long Beach High School pursuant to an award on June 7, 2011; and

WHEREAS, the District's architect and construction manager recommend modification to the existing contract to include additional S3 fixtures, conduit for scoreboard, replacement panel, fusion of disconnects and additional concrete pavers at lightning protection; and

WHEREAS, the District's architect and construction manager recommend moving forward with this work now considering the reasonable pricing the District received from Palace;

THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts Change Order #19 (Contract #9-LBHS-4) to the contract with Palace for the additional cost of \$12,768.97; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No.19 (Contract #9-LBHS-4) to the contract with Palace on its behalf.

**Q) CHANGE ORDER #20 WITH PALACE ELECTRICAL CONTRACTORS, INC.
(CONTRACT #9-LBHS-4) HIGH SCHOOL**

WHEREAS, the Long Beach City School District ("District") has engaged Palace Electrical Contractors, Inc. ("Palace") for electrical work at Long Beach High School pursuant to an award on June 7, 2011; and

WHEREAS, the District's architect and construction manager recommend modification to the existing contract to include installation of gutter/drip pan above the electrical equipment; and

WHEREAS, the District's architect and construction manager recommend moving forward with this work now considering the reasonable pricing the District received from Palace;

THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts Change Order #20 (Contract #9-LBHS-4) to the contract with Palace for the additional cost of \$2,709.05; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No.20 (Contract #9-LBHS-4) to the contract with Palace on its behalf.

**R) CHANGE ORDER #21 WITH PALACE ELECTRICAL CONTRACTORS, INC.
(CONTRACT #9-LBHS-4) HIGH SCHOOL**

WHEREAS, the Long Beach City School District ("District") has engaged Palace Electrical Contractors, Inc. ("Palace") for electrical work at Long Beach High School pursuant to an award on June 7, 2011; and

WHEREAS, the District's architect and construction manager recommend modification to the existing contract to include relocation of existing fire alarm wiring on second and third floors; and

WHEREAS, the District's architect and construction manager recommend moving forward with this work now considering the reasonable pricing the District received from Palace;

THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts Change Order #21 (Contract #9-LBHS-4) to the contract with Palace for the additional cost of \$24,459.71; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No.21 (Contract #9-LBHS-4) to the contract with Palace on its behalf.

**S) CHANGE ORDER #22 WITH PALACE ELECTRICAL CONTRACTORS, INC.
(CONTRACT #9-LBHS-4) HIGH SCHOOL**

WHEREAS, the Long Beach City School District ("District") has engaged Palace Electrical Contractors, Inc. ("Palace") for electrical work at Long Beach High School pursuant to an award on June 7, 2011; and

WHEREAS, the District's architect and construction manager recommend modification to the existing contract to include replacing fire alarm horn strobes, reparation of fire alarm short and relocation of boiler room heat detectors; and

WHEREAS, the District's architect and construction manager recommend moving forward with this work now considering the reasonable pricing the District received from Palace;

THEREFORE BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts Change Order #22 (Contract #9-LBHS-4) to the contract with Palace for the additional cost of \$3,397.63; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No.22 (Contract #9-LBHS-4) to the contract with Palace on its behalf.

12. ACCEPTANCE OF RECOMMENDATIONS OF COMMITTEE ON SPECIAL EDUCATION

13. ACCEPTANCE OF DONATIONS

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts a donation from the SOS Project's sunflower seed fund raiser in Saratoga Springs NY in the amount of \$500 in support of West School's recovery from Hurricane Sandy and a 10 pack of basic buddy manikins, 2 AED trainers and a 4 pack of AED trainer pads from the Louis J. Acompora Foundation in Northport, NY to be used for teaching CPR and AED.

14. PAYMENT OF LEGAL BILLS: LEGAL SERVICES

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes expenditures in the amount of \$8,737.12 to the firm of Ingerman Smith, LLP for the monthly retainer and extraordinary legal services rendered during the period of November 1 through November 30, 2013.

15. APPROVAL OF USE OF SCHOOLS

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the use of schools, as attached, not to conflict with District events. However, please note that events may have to be modified/rescheduled based on building construction schedules.

Community Relations

SUBJECT: BUDGET ADVISORY COMMITTEE

The Board of Education may, at its discretion, appoint a Budget Advisory Committee (BAC) at the annual reorganization meeting to review and make recommendations, **on a bi-annual basis**. The Board of Education shall give the BAC its charge no later than **September 15th** of the new school year.

There will be a maximum of 12 members on the committee. Each Board of Education member may appoint one (1) member to the committee. The Board of Education will make every effort to balance interested groups within the community. The remaining seven (7) members will be chosen by a lottery conducted by the District Clerk at a time designated by the Board of Education and made public. The Budget Advisory Committee will appoint a Chairperson for its membership at the first meeting who will serve as the sole contact person with the District Clerk. All requests for information must go through the District Clerk.

Each member shall understand that the committee reports directly to the Board of Education and that any information given to the committee is confidential. All public announcements concerning the organization, membership, operation, recommendations and dissolution of such committees shall be made by the Board of Education at its discretion. No member of the committee may disperse recommendations or other information of the committee to the public or news media entity including social media.

The final report to the Board of Education is to remain confidential until the Board releases the information. The Board of Education is the only entity permitted to release information regarding the final report.

The BAC shall function in an advisory capacity only, with the Board of Education retaining the right to accept, reject or modify all or any part of the Committee's recommendations.

Adoption: June 14, 2010
Revised 1st Reading: February 11, 2014

Non-Instructional/Business Operations

SUBJECT: CREDIT CARDS

The Superintendent of Schools, ~~Deputy Superintendent~~, the Chief Operating Officer, the Assistant Superintendent for Curriculum and Instruction, the **Executive Director for Human Resources** and the District Clerk will be issued a credit card in order to assist in the execution of their job responsibilities. All credit cards will be issued in the name of the individual and the Long Beach City School District.

The use of credit cards is not intended to circumvent the District's procurement policy. Credit cards shall be used for official school business and when a purchase order is not accepted or impractical.

Credit Card users must obtain itemized receipts in order to provide evidence that expenses are prudent and proper. Supporting documentation must accompany receipts for expenses for individuals other than the card user.

Individuals issued credit cards shall agree in writing to accept financial responsibility for any inappropriate usage and shall reimburse the District for use of the credit card for purposes other than official school business. Users must take proper care of these credit cards and take reasonable precautions against damage, loss, or theft. Any damage, loss, or theft must be reported immediately to the Business Office and to the appropriate financial institution.

Failure to follow policy regarding proper use may result in credit card revocation and discipline.

First Reading of Revised Policy: August 10, 2010
Second Reading: August 24, 2010
Adoption: September 14, 2010
First Reading of Revised Policy: February 11, 2014

Personnel

SUBJECT: EQUAL EMPLOYMENT OPPORTUNITY

It is the policy of this District to provide, through a positive and effective program, equal opportunities for employment, retention and advancement of all people regardless of race, color, weight, height, religion, national origin, ethnic group, political affiliation, sexual identity, gender, sexual orientation, age, marital status, military status, veteran status, disability, predisposing genetic characteristics, or use of a recognized guide dog, hearing dog or service dog.

Sexual orientation is defined as heterosexuality, homosexuality, bisexuality or asexuality, whether actual or perceived.

The term "military status" means a person's participation in the military service of the United States or the military service of the state, including but not limited to, the armed forces of the United States, the army national guard, the air national guard, the New York naval militia, the New York guard, and such additional forces as may be created by the federal or state government as authorized by law.

Provisions will be provided for the publication and dissemination, internally and externally of this policy to ensure its availability to interested citizens and groups.

Additionally, administration shall establish grievance procedures that provide for the prompt and equitable resolution of complaints alleging discrimination. Those intending to file a grievance due to alleged discrimination must follow the grievance procedure as established by the District.

Prohibition of Retaliatory Behavior

The Board prohibits any retaliatory behavior directed against complainants, victims, witnesses, and/or any other individuals who participated in the investigation of a complaint of discrimination. Follow-up inquiries shall be made to ensure that discrimination has not resumed and that all those involved in the investigation of the discrimination complaint have not suffered retaliation.

Age Discrimination in Employment Act, 29 United States Code (USC) Section 621
Americans With Disabilities Act, 42 United States Code (USC) Section 12101 et seq.

Prohibits discrimination on the basis of disability.

Section 504 of the Rehabilitation Act of 1973, 29 United States Code (USC) Section 794 et seq.

Title VI of the Civil Rights Act of 1964, 42 United States Code (USC) Section 2000d et seq.

Prohibits discrimination on the basis of race, color or national origin.

Title VII of the Civil Rights Act of 1964, 42 United States Code (USC) Section 2000e et seq.

Prohibits discrimination on the basis of race, color, religion, sex or national origin.

Title IX of the Education Amendments of 1972, 20 United States Code (USC) Section 1681 et seq.

Prohibits discrimination on the basis of sex.

(Continued)

SUBJECT: EQUAL EMPLOYMENT OPPORTUNITY (Cont'd.)

Civil Rights Law Section 40-c

Prohibits discrimination on the basis of race, creed, color, national origin, sex, sexual orientation, marital status or disability.

Executive Law Section 290 et seq.

Prohibits discrimination on the basis of age, race, creed, color, national origin, sex, sexual orientation, disability, military status, predisposing genetic characteristics, marital status, or use of a recognized guide dog, hearing dog or service dog.

Military Law Sections 242 and 243

First Reading: February 11, 2014

Personnel

SUBJECT: FAMILY AND MEDICAL LEAVE ACT

The Board of Education, in accordance with the Family and Medical Leave Act of 1993 (as amended) (FMLA), gives "eligible" employees of the District the right to take unpaid leave for a period of up to twelve (12) workweeks in a twelve-month period as determined by the District.

The District uses as a "rolling" twelve (12) month period measured backward from the date of any FMLA leave usage its method for calculating the leave year period for the commencement of the FMLA leave period. In certain cases, FMLA leave may be taken on an intermittent basis rather than all at once, or the employee may work a part-time schedule.

The entitlement to leave for the birth or placement of a child shall expire at the end of the twelve (12) month period beginning on the date of such birth or placement.

Employees are "eligible" if they have been employed by the District for at least twelve (12) months and for at least 1,250 hours of service during the previous twelve-month period. Full-time teachers are deemed to meet the 1,250 hour test. However, a break in employment for military service (i.e., call to active duty) should not interrupt the twelve (12) month/1,250 hours of employment requirement and should be counted toward fulfilling this prerequisite. The law covers both full-time and part-time employees.

Qualified employees may be granted leave for one (1) or more of the following reasons:

- a) The birth of a child and care for the child;
- b) Adoption of a child and care for the child;
- c) The placement of a child with the employee from foster care;
- d) To care for a spouse, minor child or parent who has a "serious health condition" as defined by the FMLA;
- e) To care for an adult child who is incapable of self-care due to a disability (regardless of date of the onset of disability) and has a "serious health condition" as defined by the FMLA; and/or
- f) A "serious health condition" of the employee, as defined by the FMLA, that prevents the employee from performing his/her job.

A "serious health condition" is defined as an illness, injury, impairment or physical or mental condition that involves inpatient care or continuing treatment by a health care provider that renders the person incapacitated for more than three (3) consecutive calendar days. Furthermore, the first visit to a health care provider for an employee claiming a "serious health condition" under FMLA must occur within seven (7) days of the aforementioned incapacity with the second required visit occurring within thirty (30) days of the incapacitating event. In order for an employee to claim the need for continuous treatment under FMLA for a chronic serious health condition, the condition must require a minimum

Personnel

SUBJECT: FAMILY AND MEDICAL LEAVE ACT (Cont'd.)

of two (2) visits per year to a healthcare provider, continue over an extended period of time, and may cause episodic rather than a continuing period of incapacity. A "serious health condition" is also defined as any period of incapacity related to pregnancy or for prenatal care.

Military Family Leave EntitlementsMilitary Caregiver Leave

An eligible employee who is the spouse, son, daughter, parent, or next of kin (defined as the nearest blood relative) is entitled to up to twenty-six (26) weeks of leave in a single twelve (12) month period to care for a "military member" who is:

- a) Recovering from a service-connected serious illness or injury sustained while on active duty; or
- b) Recovering from a serious illness or injury that existed prior to the service member's active duty and was aggravated while on active duty; or
- c) A veteran who has a qualifying injury or illness from service within the last five (5) years and aggravates that illness or injury.

This military caregiver leave is available during a single twelve (12) month period during which an eligible employee is entitled to a combined total of twenty-six (26) weeks of all types of FMLA leave. Military Caregiver Leave may be combined with other forms of FMLA-related leave providing a combined total of twenty-six (26) weeks of possible leave for any single twelve (12) month period; however, the other form of FMLA leave when combined cannot exceed twelve (12) of the twenty-six (26) weeks of combined leave. Military Caregiver Leave has a set "clock" for calculating the twelve (12) month period for when FMLA leave begins and tolling starts at the first day of leave taken.

The term "military member" means:

- a) A member of the Regular Armed Forces (including a member of the National Guard or Reserves) who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or
- b) A veteran (discharged or released under condition other than dishonorable) who is undergoing medical treatment, recuperation, or therapy, for a serious injury or illness and who was a member of the Armed Forces (including a member of the National Guard or Reserves) at any time during the period of five (5) years preceding the date on which the veteran undergoes that medical treatment, recuperation or therapy.

Personnel

SUBJECT: FAMILY AND MEDICAL LEAVE ACT (Cont'd.)**"Qualifying Exigency" Leave/Call to Active Duty**

An "eligible" employee is entitled to FMLA leave because of "a qualifying exigency" arising out of circumstances where the spouse, son, daughter, or parent of the employee is serving in the Regular Armed Forces or either the National Guard or the Reserves and is on active duty during a war or national emergency called for by the President of the United States or Congress, or has been notified of an impending call to active duty status, in support of a contingency operation. There is no "qualifying exigency" unless the military member is or is about to be deployed to a foreign country.

A "qualifying exigency" related to families of the Army National Guard of the United States, Army Reserve, Navy Reserve, Marine Corps Reserve, Air National Guard of the United States, Air Force Reserve and Coast Guard Reserve personnel on (or called to) active duty to take FMLA protected leave to manage their affairs is defined as any one of the following reasons:

- a) Short-notice deployment;
- b) Military events and related activities;
- c) Childcare and school activities;
- d) Parental care leave;
- e) Financial and legal arrangements;
- f) Counseling;
- g) Rest and recuperation (for up to fifteen [15] calendar days);
- h) Post-deployment activities; and
- i) Any additional activities where the employer and employee agree to the leave.

In any case in which the necessity for leave due to a qualifying exigency is foreseeable, the employee shall provide such notice to the employer as is reasonable and practicable. This military-related leave is for up to twelve (12) weeks during a single twelve (12) month period. Leave may be taken intermittently or on a reduced leave schedule.

Implementation/Benefits/Medical Certification

At the Board of Education's option, paid leave may be substituted for unpaid leave.

Personnel

SUBJECT: FAMILY AND MEDICAL LEAVE ACT (Cont'd.)

An employee on FMLA leave is also entitled to have health benefits maintained while on leave. If an employee was paying all or part of the premium payments prior to leave, the employee will continue to pay his/her share during the leave period.

In most instances, an employee has a right to return to the same position or an equivalent position with equivalent pay, benefits and working conditions at the conclusion of the leave.

The Board of Education has a right to thirty (30) days advance notice from the employee where practicable. In addition, the Board may require an employee to submit certification from a health care provider to substantiate that the leave is due to the "serious health condition" of the employee or the employee's immediate family member. Under no circumstance should the employee's direct supervisor contact any health care provider regarding the employee's condition; all contact in this manner must be made by a health care provider (employed by the employer), a human resource professional, a leave administrator or a management official. If the medical certification requested by the employer is found to be deficient, the employer must indicate where the errors are, in writing, and give the employee seven (7) days to provide corrected materials to cure any deficiency prior to any action being taken.

Special Provisions for School District Employees

An instructional employee is an employee whose principal function is to teach and instruct students in a class, a small group, or an individual setting (e.g., teachers, coaches, driving instructors, special education assistants, etc.). Teaching assistants and aides who do not have instruction as the principal function of their job are not considered an "instructional employee."

Intermittent Leave Taken By Instructional Employees

FMLA leave that is taken at the end of the school year and resumes at the beginning of the next school year is not regarded as intermittent leave but rather continuous leave. The period in the interim (i.e., summer vacation) is not counted against an employee and the employee must continue to receive any benefits that are customarily given over the summer break.

Intermittent leave may be taken but must meet certain criteria. If the instructional employee requesting intermittent leave will be on that leave for more than twenty percent (20%) of the number of working days during the period for which the leave would extend, the following criteria may be required by the employer:

- a) Take leave for a period or periods of a particular duration, not greater than the duration of the planned treatment; or
- b) Transfer temporarily to an available alternative position for which the employee is qualified, which has equivalent pay and benefits and which better accommodates recurring periods of leave than does the employee's regular position.

Personnel

SUBJECT: FAMILY AND MEDICAL LEAVE ACT (Cont'd.)

Appropriate notice for foreseeable FMLA leave still applies and all employees must be returned to an equivalent position within the School District. Additional work-related certifications, requirements and/or training may not be required of the employee as a contingent of their return to work.

Leave Taken by Instructional Employees Near the End of the Instructional Year

There are also special requirements for instructional employees taking leave and the leave's relation to the end of the term. If the instructional employee is taking leave more than five (5) weeks prior to the end of the term, the District may require that the employee take the leave until the end of the term if the leave lasts more than three (3) weeks and the employee was scheduled to return prior to three (3) weeks before the end of the term.

If the instructional employee is taking leave less than five (5) weeks prior to the end of the term for any of the following FMLA-related reasons except qualifying exigency, the District may require that the employee remain out for the rest of the term if the leave lasts more than two (2) weeks and the employee would return to work during that two (2) week period at the end of the instructional term.

If the instructional employee begins taking leave during the three (3) weeks prior to the end of the term for any reason except qualifying exigency, the District may require that the employee continue leave until the end of the term if the leave is scheduled to last more than five (5) working days.

Any additional time that is required by the employer due to the timing of the end of the school year, will not be charged against the employee as FMLA leave because it was the employer who requested that the leave extend until the end of the term.

FMLA Notice

A notice which explains the FMLA's provisions and provides information concerning the procedures for filing complaints of violations of the FMLA shall be posted in each school building and a notice of an employee's FMLA rights and responsibilities shall be either placed in the employee handbook of the employer or furnished to each new employee upon hire. The employer has five (5) days to supply such notice from the date of hire.

Administration is directed to develop regulations to implement this policy, informing employees of their rights and responsibilities under the FMLA.

Personnel

SUBJECT: FAMILY AND MEDICAL LEAVE ACT (Cont'd.)

Family and Medical Leave Act of 1993 (as amended), Public Law 103-3
National Defense Authorization Act of 2008, Public Law 110-181
10 USC 101(a) (13)
29 USC 1630.1 and 2611-2654
29 CFR Part 825 and Part 1630
42 USC 12102
Health Insurance Portability and Accountability Act of 1996 (HIPAA), Public Law 104-191
45 CFR Parts 160 and 164

NOTE: Refer also to Policy #6552 -- Uniformed Services Employment and Reemployment Rights Act (USERRA)/Military Leaves of Absence

Adoption: May 11, 2010
Revised First Reading: February 11, 2014

APPLICATIONS FOR USE OF SCHOOL FACILITIES

Organization	Purpose	Facility Requested	Date Requested
Long Beach Bulldogs	Meeting	LBHS – Room 209	Wed., Feb 26, 2014 7:00 PM – 9:00 PM
Long Beach Little League	Baseball and softball practice	West School Gymnasium	Feb 24 – June 20, 2014 Mondays, Tuesdays, and Thursdays 6:00 PM – 9:30 PM
Hagen School of Irish Dance	Dance Recital	Lindell School – Auditorium, Cafeteria, Bathrooms, Commons	Friday, May 24, 2014 3 PM – 9 PM Sat., May 25, 2014 4:00 PM – 8:30 PM Sunday, May 26, 2014 12 noon – 4:00 PM
Nassau County Storm Recovery Fair	Storm Recovery Information	Lindell School Cafeteria	Wed., Feb 26, 2014 5:00 PM – 9:00 PM
Long Beach Recreation	Basketball Games	East School Gymnasium	Jan 21 – April 2014 Tuesdays 6:00 PM – 9:00 PM
Long Beach Little League**	Baseball and softball practice and games	LBHS Athletic Fields 3 & 4	Jan 1 – June 30, 2014 Monday – Friday 5:00 PM – 8:00 PM Sat. & Sunday 8:00 AM – 8:00 PM
Long Beach Little League**	Baseball and softball games and practice	LBMS Athletic Fields 8, 9 and 10	Jan 1 – June 30, 2014 Monday – Friday 5:00 PM – 8:00 PM Sat. & Sun. 8:00 AM – 8:00 PM
Long Beach Little League**	Baseball and softball games and practice	Lindell Athletic Field 1	Jan 1 – June 30, 2014 Monday – Friday 5:30 PM – 8:00 PM Sat. & Sun. 8:00 AM – 8:00 PM
Long Beach Recreation	Wrestling	LBMS Wrestling Room	March 1-June 1, 2014 Wednesdays 5:00 PM – 8:00 PM
Long Beach Recreation	Summer Camp	East School – Gym, Cafeteria, Music Room, Bathrooms	June 30 – August 15, 2014 Monday – Friday 8:00 AM – 2:00 PM
City of Long Beach	Summer Camp	LBMS School – Gym, Cafeteria, Four (4) Rooms, Bathrooms	June 30 – August 15, 2014 Monday – Friday 8:00 AM – 2:00 PM
City of Long Beach	Summer Camp	West School – Gym, Cafeteria, Four (4) Rooms, Playground	June 30 – August 15, 2014 Monday – Friday 7:00 AM – 4:00 PM

<u>Organization</u>	<u>Purpose</u>	<u>Facility Requested</u>	<u>Date Requested</u>
Long Beach Recreation	Summer Camp	Lindell School – Auditorium, Gym, Cafeteria, Bathrooms. Athletic Fields 1 & 2	June 30 – August 15, 2014 Monday – Friday 8:00 AM – 2:00 PM
Long Beach Recreation	Summer Camp	West School –Gym, Cafeteria, Bathrooms, Art Room	June 30 – August 15, 2014 Monday – Friday 8:00 AM – 2:00 PM
HALB Camp Avnet	Sports	LBMS Fields 11 & 12, outside bathrooms	June 30 – August 21, 2014 Monday – Friday 10:00 AM – 3:00 PM
NY Rising CRP	Community Meeting	Lindell Gymnasium	Thurs, February 27, 2014 6:30 PM – 9:30 PM

** Coordinates with other groups

**Long Beach Public Schools
Proposed School Calendar 2014-2015**

July 2014							August 2014							September 2014							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
			1	2	3	4	5						1	2		1	2	3	4	5	6
6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13	
13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20	
20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27	
27	28	29	30	31			24	25	26	27	28	29	30	28	29	30					
						31															
October 2014							November 2014							December 2014							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
				1	2	3	4							1		1	2	3	4	5	6
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				
							30														
January 2015							February 2015							March 2015							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
					1	2	3	1	2	3	4	5	6	7	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14	8	9	10	11	12	13	14	
11	12	13	14	15	16	17	15	16	17	18	19	20	21	15	16	17	18	19	20	21	
18	19	20	21	22	23	24	22	23	24	25	26	27	28	22	23	24	25	26	27	28	
25	26	27	28	29	30	31								29	30	31					
April 2015							May 2015							June 2015							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
				1	2	3	4						1	2		1	2	3	4	5	6
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30					
							31														

September 2 School Begins for Teachers
 September 2 Staff Conference Day
 September 3 First Day of School for Students
 September 25 & 26 School Closed for Rosh Hashanah
 October 13 School Closed for Columbus Day
 November 4 Superintendent's Conference Day
 November 11 School Closed for Veterans Day

November 27 & 28
 December 22 – January 2
 January 19
 February 16 – 20
 April 2 – 10
 May 25
 June 24

School Closed for Thanksgiving Recess
 School Closed for Holiday Recess
 School Closed for Martin Luther King Day
 School Closed for Winter Recess
 School Closed for Spring Recess
 School Closed for Memorial Day
 Last Day of School



Superintendent's Conference Day
 School Closed

TOTAL STUDENT DAYS = 180
 SUPT. CONFERENCE DAYS = 2

182 TOTAL TEACHER ATTENDANCE DAYS

Make-Up Snow Days –1 - Thursday, April 2
 2 - Thursday, February 19
 3 - Friday, February 20
 4 - Friday, April 10

