

LONG BEACH PUBLIC SCHOOLS
Long Beach, New York

March 13, 2012

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 – March 13, 2012
Long Beach Public Library**

AGENDA

REGULAR MEETING 7:30 P.M.

- I. Pledge of Allegiance and Opening Remarks – Board President

Presentation of Certificates:

National Merit Scholarship Program

- *Ambrose Plante, Finalist*
- *Aditi Gupta, Commended Student*
- *Jonathan Klus, Commended Student*
- *Lila Martz, Commended Student*
- *Jane Smyth, Commended Student*

2012 Prudential Award Spirit of Community Awards

- *Shannon Romig - President's Volunteer Service
Award and Certificate of
Excellence*

2012 Scholastic Art & Writing Awards

- *Emily Charleson - Gold Key Winner for her Writing
Portfolio*
- *Alexis Romano - Silver Key Winner & Honorable Mention
for Poetry*
- *Shannon Romig - Silver Key Winner for Poetry*

WordMasters APT Test, Sixth in Nation

- *Samuel Brinster*
- *Jesse Scott*
- *Gabriel Wilkens-Vega*

- II. Report of Superintendent of Schools
 - *Superintendent's Proposed Budget*

- III. Budget Advisory Committee Comments

- IV. Board of Education Comments

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

- VI. Presentation of Treasurer's Report for January 2012

- VII. Approval of Minutes of Board of Education Executive Sessions, Regular Meeting and Worksession of February 14, February 28 and March 8, 2012

- VIII. Presentations of the Superintendent:
 - 1. Personnel Matters: Certificated
 - 2. Personnel Matters: Non-Certificated
 - 3. Second Reading of Proposed Policy No. 3280: Public Use of School Facilities
 - 4. Second Reading of Proposed Policy No. 5600: Concussion Management Policy
 - 5. Appointment of Chairpersons and Election Inspectors For Annual Budget Vote and Election May 15, 2012
 - 6. Designation of Personal Registration Day
 - 7. Adoption of 2012-2013 School Calendar
 - 8. Approval of Participation in Transportation Cooperative Bid
 - 9. Approval of Mental Health Services Agreement
 - 10. Acceptance of Donation
 - 11. Acceptance of Change Orders
 - 12. Payment for Legal Services
 - 13. 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
 - 5. Student Organization

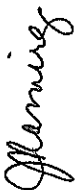
XI. Board of Education - Additional New/Old Business, if any

XII. Adjournment

LONG BEACH CITY SCHOOL DISTRICT
MONTHLY BANK ACCOUNT BALANCE REPORT
as of January 31, 2012

	GENERAL FUND TD BANK	GENERAL FUND JPMORGAN CHASE	WIRE TRANSFER JPMORGAN CHASE	INVESTMENT JPMORGAN CHASE
Beginning Book Bal.	\$ 5,040.33	\$ 287,741.57	\$ 4,828.03	\$ 34,568,613.64
Deposits	\$ -	\$ 9,862,287.67	\$ 7,725,933.75	\$ 11,622,817.56
Disbursements	\$ -	\$ 8,935,582.49	\$ 7,730,438.26	\$ 8,800,000.00
End Book Balance	\$ 5,040.33	\$ 1,214,446.75	\$ 323.52	\$ 37,391,431.20
o/s Checks	\$ 393.89	\$ 76,163.11	\$ -	\$ -
Bank Adjustments	\$ -	\$ -	\$ -	\$ -
Deposit in Transit	\$ -	\$ -	\$ -	\$ -
Bank Balance	\$ 5,434.22	\$ 1,290,609.86	\$ 323.52	\$ 37,391,431.20
	WORKMANS COMP	FITZHARRIS DENTAL	SCHOOL LUNCH	FEDERAL FUND
	JPMORGAN CHASE	CAPITAL ONE	11/30/2011	JPMORGAN CHASE
Beginning Book Bal.	\$ 40,716.57	\$ 4.66	\$ 234,168.59	\$ 1,205,177.15
Deposits	\$ 150,000.00	\$ 100,121.60	\$ 70,843.35	\$ 647,660.74
Disbursements	\$ 77,714.87	\$ 75,845.52	\$ 126,584.64	\$ 270,838.90
End Book Balance	\$ 113,001.70	\$ 24,280.74	\$ 178,427.30	\$ 1,581,998.99
o/s Checks	\$ 10,732.29	\$ 43,400.87	\$ 979.15	\$ 18,748.05
Bank Adjustments	\$ -	\$ -	\$ -	\$ -
Deposit in Transit	\$ -	\$ -	\$ -	\$ -
Bank Balance	\$ 123,733.99	\$ 67,681.61	\$ 179,406.45	\$ 1,600,747.04
	SCHOOL ACTIVITIES	TRUST & AGENCY	PAYROLL	SCHOLARSHIP
	JPMORGAN CHASE	JPMORGAN CHASE	JPMORGAN CHASE	WELLS FARGO
Beginning Book Bal.	\$ 132,385.67	\$ 208,516.29	\$ (12,493.56)	\$ 262,261.88
Deposits	\$ 3,740.55	\$ 6,182,709.53	\$ 3,403,231.40	\$ 4,183.00
Disbursements	\$ 2,578.60	\$ 6,183,087.63	\$ 3,390,544.65	\$ -
End Book Balance	\$ 133,547.62	\$ 208,138.19	\$ 193.19	\$ 266,444.88
o/s Checks	\$ 1,488.76	\$ 49,479.34	\$ 47,641.22	\$ 975.00
Bank Adjustments	\$ -	\$ -	\$ -	\$ -
Deposit in Transit	\$ -	\$ -	\$ -	\$ -
Bank Balance	\$ 135,036.38	\$ 257,617.53	\$ 47,834.41	\$ 267,419.88
	CAPITAL ACCT	SPP BOND	FLUSHING BANK	
	JPMORGAN CHASE	JPMORGAN CHASE	BOND INVESTMENT	
Beginning Book Bal.	\$ 29,831.50	\$ 24,864,393.89	\$ 5,008,260.49	
Deposits	\$ 2,130,126.11	\$ 7,340.14	\$ 3,182.45	
Disbursements	\$ 2,131,108.72	\$ 2,130,000.00	\$ -	
End Book Balance	\$ 28,848.89	\$ 22,741,734.03	\$ 5,011,442.94	
o/s Checks	\$ 95,314.45	\$ -	\$ -	
Bank Adjustments	\$ -	\$ -	\$ -	
Deposit in Transit	\$ -	\$ -	\$ -	
Bank Balance	\$ 124,163.34	\$ 22,741,734.03	\$ 5,011,442.94	

Joan Ramirez
District Treasurer



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) Resignation for the Purpose of Retirement

Name: Laura Yavorcik
Assign./Loc: Part Time Teacher Assistant/Hebrew Academy of Long Beach
Effective Date: March 31, 2012 close of day

(b) Resignations

1. Name: Patricia Toyas
Assign./Loc: Full Time Teacher Assistant/East School
Effective Date: February 10, 2012
2. Name: Anthony Gullo
Assign./Loc: Part Time Teacher Assistant/West School
Effective Date: February 17, 2012 close of day

(c) Request for Leave of Absence: Catastrophic

Name: Katherine Colletti
Assign./Loc: Mathematics Teacher/high school
Effective Dates: February 27, 2012-May 16, 2012
Reason: Medical

(d) Request for Leaves of Absence

Name: Maria Perrone
Assign./Loc: Part Time Teacher Assistant/high school
Effective Dates: February 29, 2012-March 31, 2012

(e) Amended Request for Leave of Absence: Pregnancy/Maternity

1. Name: Jodi Balzano
Assign./Loc: Elementary Teacher/Lido School
Effective Dates: March 6, 2012-May 1, 2012 (FMLA)
Original Dates: March 8, 2012-May 1, 2012 (FMLA)
2. Name: Christine Toppi
Assign./Loc: Elementary Teacher/Lido School
Effective Dates: January 9, 2012-March 19, 2012 (FMLA)
Original Dates: January 9, 2012-February 26, 2012 (FMLA)

1. CERTIFICATED PERSONNEL

(f) Appointment: Regular Substitute Part Time Social Studies Teacher

Name: Robin Kochie Gonzalez
Assign./Loc.: Regular Substitute Part Time Social Studies
Teacher/high school
Certification: Permanent Social Studies 7-12
Effective Date: April 2, 2012-May 11, 2012 (or earlier at the district's
discretion)
Salary Classification: \$45.53 per period (4/2/12-4/20/12)
\$78.51 per period (4/23/12-5/11/12)
Reason: Partial replacement for Lisa Casey (AP course)

(g) Appointment: Part Time Foreign ESL Teacher (.4)

Name: Soribeth Milito
Assign./Loc: Part Time ESL Teacher/Lido School
Certification: Initial Spanish 7-12
Initial ESL
Effective Dates: March 14, 2012-June 30, 2012 (or earlier at the
district's discretion)
Tenure Area: Foreign Language
Salary Classification: 0.4 of MA/Step 1 (\$26,332 per annum) prorated
Reason: To meet a district need
Comment: In addition to current position

(h) Appointment: Temporary Part Time Teacher Assistant (19 hours per week)

Name: Michelle Zlotnick
Assign./Loc.: Temporary Part Time Teacher Assistant/Hebrew
Academy of Long Beach
Certification: Level I Teacher Assistant
Effective Date: March 14, 2012-June 24, 2013 (or earlier at the
district's discretion)
Salary Classification: \$16.90* per hour
Grade/Step: Grade II/Step 1
Reason: CSE recommendation
*Subject to negotiations

1. CERTIFICATED PERSONNEL

(i) Appointment: Temporary Part Time Teacher Assistant (17.5 hours per week)

Name: Shannon Burkhart
Assign./Loc.: Temporary Part Time Teacher Assistant/middle school
Certification: Initial Students with Disabilities 1-6
Initial Literacy 5-12
Initial Literacy B-6
Initial Childhood Education 1-6
Effective Date: February 15, 2012-June 24, 2013 (or earlier at the district's discretion)
Salary Classification: \$16.90* per hour
Grade/Step: Grade II/Step 1
Reason: CSE recommendation
*Subject to negotiations

(j) Appointment: Teacher for Afterschool ELA Academy-Lindell School

Elizabeth Boulanger

(k) Appointments: Coaches for Special Olympics-Spring 2012 –Rate of pay \$54.97 per hour

	Name	Maximum Hours
1.	Stacey Durnan	40
2.	Stephanie Esposito	40

(l) Appointment: After School ASD Program –Temporary Teacher Assistant– 2011-2012 School Year-Rate of Pay: According to contract

Kristina Cotto

(m) The following Per Diem Substitute Teachers are recommended for approval for the 2011-2012 school year:

	NAME	CERTIFICATION AREA
1.	James Hambel	Initial Physical Education Professional Childhood Education (1-6) Professional Students with Disabilities (1-6)
2.	Gloria Pelaez-Shea	Permanent Pre K-6 Permanent Special Education

1. CERTIFICATED PERSONNEL

(n) Reclassifications:

	Name	Assignments	New Class	Effective Date
1.	Patricia Barrett	Library Media	PhD	9/1/12
2.	Lauren Behan	Teacher/English	MA+80	9/1/11
3.	Gillian Bella	Teacher/FLES	BA+30	9/1/11
4.	Gizelle Conroy	School Psychologist	MA+30	2/1/12
5.	Stephanie Esposito	Teacher/Special Ed	MA+40	2/1/12
6.	Caitlin Fuentes	Teacher/Elementary	MA+20	9/1/12
7.	Angela Madigan	Teacher/Elementary	MA+20	2/1/12
8.	Stacey Rice	Teacher/Reading	MA+20	2/1/12
9.	Lisa Weitzman	Teacher/Special Ed	MA+40	2/1/12

2. NON CERTIFICATED PERSONNEL

(a) Amended Request for Leave of Absence: Catastrophic

Name: Juan Ayala
Assign./Loc: Cleaner/Lindell School
Effective Dates: February 27, 2012 for approximately one month
Original Dates: February 8, 2012 for approximately one month
Reason: Medical

(b) Amended Leave of Absence: Personal

1. Name: Ruth Shoenfeld
Assign./Loc: Part Time Lunch Aide/East School
Effective Dates: February 25, 2012-TBD
Original Dates: December 7, 2011-February 24, 2011
Reason: medical
2. Name: Shirley Bailey
Assign./Loc: Part Time Bus Aide/Transportation
Effective Dates: March 12, 2012-April 20, 2012
Original Dates: December 8, 2011-March 11, 2012
Reason: Medical

(c) Appointment: Probationary Data Administrator

Name: Deborah O'Connell
Assign./Loc.: Probationary Data Administrator/Districtwide
Effective Date: March 14, 2012
Probation End Date: March 13, 2013
Salary Classification: \$57,006* per annum
Grade/Step: Grade VI/Step 13
Reason: promulgation of civil service list
*Subject to negotiations

3. **SECOND READING OF PROPOSED POLICY NO. 3280: PUBLIC USE OF SCHOOL FACILITIES**
4. **SECOND READING OF PROPOSED POLICY NO. 5600: CONCUSSION MANAGEMENT POLICY**
5. **APPOINTMENT OF CHAIRPERSONS AND ELECTION INSPECTORS FOR ANNUAL BUDGET VOTE AND ELECTION ON MAY 15, 2012**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the appointment of Inspectors of Election at the rate of \$72.00 per day, Polling Place Chairpersons at the rate of \$96.00 per day (8 hour day), Inspectors at nursing homes at the rate of \$12.00 per hour as well as \$15.00 per hour for the one-hour training session for the Annual School Election scheduled for May 15, 2012.

6. **DESIGNATION OF PERSONAL REGISTRATION DAY**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education designates Tuesday, May 1, 2012, as a Personal Registration Day at the Long Beach Public Schools Administration Building located at 235 Lido Boulevard, Lido Beach, New York.

7. **ADOPTION OF 2012-2013 SCHOOL CALENDAR**
8. **APPROVAL OF PARTICIPATION IN TRANSPORTATION COOPERATIVE BID**

WHEREAS, it is the plan of the Garden City UFSD, Herrick's UFSD, Mineola UFSD, Great Neck UFSD, Levittown UFSD, North Shore Central School District, Port Washington UFSD, East Rockaway School District, Roslyn UFSD, Long Beach UFSD and Island Park UFSD, Floral Park-Bellerose School District, Plainedge School District in Nassau County, New York to bid jointly for Materials & Supplies (Bus & Auto Parts); and

WHEREAS, the Long Beach School District is desirous of participating with other school districts in Nassau County in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 119-0; and

**8. APPROVAL OF PARTICIPATION IN TRANSPORTATION
COOPERATIVE BID (cont'd)**

WHEREAS, the Garden City School District wishes to appoint a committee to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Boards of Education and making recommendations thereon; therefore

BE IT RESOLVED, that the Board of Education of the Long Beach School District hereby appoints Robert Sambo, for the Long Beach School District to represent it in all matters related above; and

BE IT FURTHER RESOLVED, that the Long Beach School District Board of Education authorizes the above mentioned committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities; and

BE IT FURTHER RESOLVED, that the Long Beach School District Board of Education agrees to assume its equitable share of the costs of the cooperative bidding; and

BE IT FURTHER RESOLVED, that the Long Beach School District Board of Education agrees (1) to abide by the majority decisions of the participating districts on quality standards; (2) that unless all bids are rejected, it will award contracts according to the recommendations of the committee; (3) that after award of contract(s) it will conduct all negotiations directly with the successful bidder(s).

9. APPROVAL OF MENTAL HEALTH SERVICES AGREEMENT

WHEREAS, the Long Beach City School District ("District") desires to enter into an agreement with Long Beach Reach, Inc. to provide mental health services for the period of July 1, 2011 through June 30, 2012;

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the agreement with Long Beach Reach, Inc. to provide mental health services for the period of July 1, 2011 through June 30, 2012;

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the District Chief Operating Officer to execute said agreement with Long Beach Reach, Inc. on its behalf.

10. ACCEPTANCE OF DONATION

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education accepts the donation of forty (40) Lacrosse uniforms from the Long Beach Lacrosse Club with an approximate value of \$2,000.00.

11. ACCEPTANCE OF CHANGE ORDERS

a) CHANGE ORDER NO. 1 WITH ULTIMATE POWER, INC.

WHEREAS, the Long Beach City School District ("District") has engaged Ultimate Power, Inc. ("Ultimate") for mechanical work at Long Beach High School pursuant to an award on May 27, 2011; and

WHEREAS, the District's architect and construction manager recommend modification to the existing contract to include furnishing all labor and materials to make emergency piping repairs on condensate piping in the Boiler Room; 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 No. 1 to the contract with Ultimate in the amount of \$4,273.50; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No. 1 to the contract with Ultimate on its behalf.

b) CHANGE ORDER NO. 2 WITH ULTIMATE POWER, INC.

WHEREAS, the Long Beach City School District ("District") has engaged Ultimate Power, Inc. ("Ultimate") for mechanical work at Long Beach High School pursuant to an award on May 27, 2011; and

WHEREAS, the District's architect and construction manager recommend modification to the existing contract to include installation of alternate duct routing for Acid Tank Room ventilation; and

11. ACCEPTANCE OF CHANGE ORDERS (cont'd)

b) CHANGE ORDER NO. 2 WITH ULTIMATE POWER, INC. (cont'd)

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 No. 2 to the contract with Ultimate in the amount of \$6,6013.13; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No. 2 to the contract with Ultimate on its behalf.

c) CHANGE ORDER NO. 1 WITH L.E.B. ELECTRIC, LTD.

WHEREAS, the Long Beach City School District ("District") has engaged L.E.B. Electric, Ltd. ("L.E.B. ") for electrical work for West Elementary School pursuant to an award on May 10, 2011; and

WHEREAS, the District's architect and construction manager recommend modification to the existing contract to include remodeling of the principal's office; and

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

THEREFORE, BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts Change Order No. 1 to the contract with L.E.B. in the amount of \$4,523.00; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No. 1 to the contract with L.E.B. on its behalf.

11. ACCEPTANCE OF CHANGE ORDERS (cont'd)

d) CHANGE ORDER NO. 2 WITH HINCK ELECTRICAL CONTRACTOR, INC.

WHEREAS, the Long Beach City School District ("District") has engaged Hinck Electrical Contractor, Inc. ("Hinck ") for electrical work for the Lido Complex Athletic Field pursuant to an award on May 20, 2010; and

WHEREAS, the District would like to receive a credit for the unused allowance portion of this electrical contract;

THEREFORE, BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts Change Order No. 2 to the contract with Hinck in the amount of \$20,000.00; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Chief Operating Officer to execute Change Order No. 2 to the contract with Hinck on its behalf.

12. 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 \$12,259.67 to the firm of Ingèrman, Smith, L.L.P. for the monthly retainer and extraordinary legal services rendered during the period of January 1, 2012 through January 31, 2012.

13. 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: PUBLIC USE OF SCHOOL FACILITIES

The Board of Education recognizes that under the law it has discretion in authorizing use of a school building or grounds and in prescribing terms for said use.

School buildings and grounds may be used by Long Beach School District community groups for activities which are educational, social, recreational or civic in nature, primarily for the benefit of district residents and consistent with all applicable state laws. Any such use, however, shall not be deemed an endorsement of the activity or the purpose for which the facilities are used.

School buildings and grounds may be used by any responsible and properly organized Long Beach City School District community group. Such groups shall be permitted to use school buildings and grounds for any of the following purposes:

- a) For instruction in any branch of education, learning or the arts;
- b) For holding social, civic and recreational meetings as well as entertainment and other uses pertaining to the welfare of the community; such meetings, entertainment and uses shall be non-exclusive and shall be opened to the general public;
- c) For meetings, entertainment and occasions where admission fees are charged, when the proceeds thereof are to be expended exclusively for an educational or charitable purpose, and not to be used for the gain of a particular organization or group. PTA, Veterans' organizations and volunteer firefighters or ambulance workers may be granted the use of school facilities, even though the admission fees will be devoted to the use of said organizations
- d) For recreation, physical training and athletics.

In compliance with Section 414, New York State Education Law, which confers certain rights and imposes certain responsibilities and limitations on Boards of Education regarding the use of school buildings, grounds and other properties, and realizing that the first responsibility of the Board of Education is the education of the children and the welfare of all residents of the school district, the following policy is adopted:

1. No organization is entitled, as a matter of right, to use of a school building or grounds.
2. The school facilities must be reserved first for the use of the children and all residents of the district.
3. The use of all school facilities during the summer months must terminate by the end of the third week in August so that the custodial staff may prepare schools for their re-opening in September.
4. Any groups that use school facilities must be non-exclusive and open to the general public.

5. The Board of Education reserves the right to revoke permission granted for the Use of School Facilities.

SUBJECT: USE OF FACILITIES (CONTINUED)

6. Responsibility for the preservation of order and protection of property must be assured by the organization of group using the facilities. The users must pay for any damages incurred from such use. The principal is to report such damage to the Chief Operating Officer for follow-up.
7. All functions attended by minors must be properly and adequately supervised or chaperoned.
8. The use of school facilities in the evening preceding a school day is discouraged by groups including students.
9. Admission fees may be charged only if the proceeds are to be used for educational, recreational and certain charitable purposes. Admission may not be restricted.
10. A fee schedule may be adopted by the Board of Education for the various types of groups that may request use.
11. A signed agreement acknowledging an adherence to the Code of Conduct is required.

The Superintendent shall prescribe regulations, subject to approval by the Board, for the use of any school facility and shall designate the Director of Facilities to schedule the use of school facilities and issue permits. Where the use of a particular facility is denied, approval for the use of an alternative facility on school property may be made.

The Superintendent has the right to request the following when an application is submitted:

1. Certificate of incorporation
2. Constitution of the organization
3. By-laws currently in effect
4. Names of officers
5. Written proof of liability insurance for no less than \$1,000,000 per incident
6. Payment in advance for all custodial, security, and related services required; and
7. Such additional documentation as may be necessary to evaluate the merits of the application.
8. Backup documentation relating to the use of any fees charged or fund raising conducted.
9. Other information as requested by the Superintendent.

All permits for the use of any school facility will be issued for specified hours, will be non-transferable and will be restricted to the specific purposes for which issued. The Superintendent may grant, revoke or modify any permit at any time and may make interim changes in the regulations in appropriate situations, but must tender notice to the Board. Permanent changes in the regulations must be approved by the Board.

SUBJECT: USE OF FACILITIES (CONTINUED)

District facilities may be used by the Boy Scouts or other patriotic youth groups listed as a Patriotic Society in Title 36 of the U.S. Code to the same extent as other outside groups and in accordance with the law.

20 United States Code (USC) Section 7905
36 United States Code (USC) Subtitle II
34 Code of Federal Regulations (CFR) Parts 108
Educational Law Section 414

Adoption Date: April 24, 1990

Amended: March 12, 1996

Amended: November 10, 1998

First Reading of Revised Policy: February 14, 2012

Second Reading of Revised Policy: March 13, 2012

**PUBLIC USE OF SCHOOL FACILITIES
FACILITIES FEE SCHEDULE**

The Board encourages the use of its facilities by the community and has created a fee schedule that supports that use. Fees may be applied when the District incurs additional costs. Weekday use after 6 PM may incur additional costs.

Activity	Fee
To Open Building (if necessary)	Hourly Rate for Head Custodian for duration of event (minimum 4 hours) \$55 per hour
Auditorium	Hourly Rate for 2 Cleaners for 2 hours \$35 per hour/pp or \$70 per hour
Cafeteria	Hourly Rate for 2 Cleaners for 2 hours \$35 per hour/pp or \$70 per hour
Classroom	\$10 per room
HS Gymnasium	Hourly Rate for 2 Cleaners for 2 hours \$35 per hour/pp or \$70 per hour
Lindell/MS Gymnasium	Hourly Rate for 1 Cleaner for 2 hours \$35 per hour
East/Lido/West Gymnasium	Hourly Rate for 1 Cleaner for 1 hour \$35 per hour
Pool	Hourly Rate for 2 Cleaners for 2 hours \$35 per hour/pp or \$70 per hour
Security	Hourly Rate per Guard per hour As per contract
Fields	Hourly Rate for 2 Groundskeepers for 3 hours - (non-school days) \$38 per hr/pp or \$76 per hour
Special Lining	Hourly Rate for 2 Groundskeepers depending on sport \$38 per hr/pp or \$76 hr
Press Box – Control Room	Hourly Rate for Building/Teacher Aide per hour of use \$26 per hr/pp
Lights	\$60 per hour

Community Relations

SUBJECT: PUBLIC USE OF SCHOOL FACILITIES REGULATION

1. **APPLICATIONS:** Applications for the use of school facilities should be submitted to the Office of Facilities, 130 Maple Boulevard, Long Beach, New York, no later than June 1 in order to allow proper consideration. Applications submitted after June 1, will be reviewed on a first come, first serve basis. In those instances where an organization wishes to place mechanized vehicles on school property, including but not limited to trucks, automobiles, and amusement rides, said organization should make application for use no later than sixty (60) days preceding the first day of requested use.

All applications for use of school facilities shall be made in writing. The applicant shall list all groups or organizations that are co-sponsors of the event for which use of school facilities is being requested. Failure to comply with this requirement will result in cancellation of the permit and/or assessment of future applications in term of previous non-compliance with this requirement. All co-sponsors shall meet the requirements of the school district for users of school facilities.

All applications will be reviewed by the Board of Education and, if approved, the Board will issue a permit for use.

2. **INSURANCE:** Organizations applying for use of school facilities must provide written proof of insurance for no less than \$1,000,000 per incident with a company licensed in New York State at the time of application to protect the District against any liability resulting from the organization's use of school facilities. The organization must also provide any additional insurance that the District may require. Said insurance shall list the Long Beach City School District as a co-insured party on the insurance document.
3. **DAMAGES:** Permit holders using school facilities shall be liable for reimbursing the District for the correction of any damages resulting from the use of said facilities. Failure to pay such charges will bar the permit holders from any future use of school facilities. The District reserves the right to request a deposit in advance.
4. **ACTIVITIES PROHIBITED:**
 - a) Smoking in school buildings or on school grounds;
 - b) Sale, distribution, consumption or carrying of alcoholic beverages in school buildings or on school grounds;
 - c) Gambling or games of any chance of any kind;
 - d) Putting up of decorations or scenery, or moving pianos without special written permission;
 - e) Sale, distribution, exhibition or display of materials without advance written permission;

Community Relations

SUBJECT: PUBLIC USE OF SCHOOL FACILITIES REGULATION (continued)

- f) Use of any apparatus, electrical appliance, or stage lighting, without prior written permission for same.
 - g) Any activity in violation of any federal, state, or local law or regulation or District policy.
5. **LIGHTS:** Requests for use of outdoor lighting shall be made at the time of application. Outdoor lighting will be permitted until 9:30 PM. Permit holders will be charged for their usage at an hourly rate.
 6. **SOUND:** The outdoor sound system will be regulated by District administrators so it is within the code requirements relating to normal use.
 7. **SCOREBOARD, CONTROL ROOM/PRESS BOX:** The scoreboard, control room/press box must be operated by trained District personnel only. An hourly fee will be charged for this usage.
 8. **FEES:** A fee schedule for the public use of school facilities has been established by the Board of Education and attached to this policy.
 9. **SECURITY:** The District will supply all necessary security and permit holders will be charged for such costs.
 10. **CLEAN-UP:** All permit holders will be responsible for the clean-up of any area being used by such organization. Any charges incurred by the District for additional maintenance will be charged back to the permit holders.
 11. **PAYMENT:** Payment in full shall be made to the District at least 3 business days prior to use. Failure to pay in a timely manner will result in a cancellation of the scheduled use.
 12. **CANCELLATIONS:** All cancellations shall be made in writing to the District at least 3 business days prior to the requested use.
 13. **The District** reserves the right to transfer, on due notice, any activity from one space to another in the same building, or to another building to achieve energy savings, economies in the building operation and maintenance, efficient utilization of facilities, and to satisfy the requirements of a school program.

Non-Instructional/Operations

SUBJECT: CONCUSSION MANAGEMENT POLICY

Pursuant to Section 305 of the education law and Section 206 of the public health law, the NYS Senate and Assembly passed the “Concussion Management and Awareness Act” [to amend the education law and the public health laws] directing the commissioners to establish rules and regulations for the treatment and monitoring of students of school districts who suffer mild traumatic brain injuries.

The Board of Education of the Long Beach Public School District recognizes that concussions and brain traumas are commonly reported injuries in children and adolescents who participate in interscholastic sports, intramural sports and physical education classes. Therefore, the District adopts the following policy to support the proper evaluation and management of brain traumas.

Concussion is a mild traumatic brain injury. Concussion occurs when normal brain functioning is disrupted by a blow or jolt to the head. Recovery from concussion will vary. Avoiding re-injury and over-exertion until fully recovered are the cornerstones of proper concussion management.

1. The District will establish a concussion management team (CMT). The CMT will consist of the Athletic Director, a school nurse, the school physician, a coach of an interscholastic team, an athletic trainer or such other appropriate personnel as designated by the Superintendent.
2. The District’s CMT will oversee the implementation of the Concussion Management and Awareness Act in the School District, including but not limited to, coordination of mandatory training for all coaches, physical education teachers, nurses and athletic trainers that work with and provide instruction to students engaged in school sponsored athletic activities relating to mild traumatic brain injuries. Training will include: signs and symptoms of concussions, post concussion and second impact syndromes, return to activity, school protocols, and available area resources for concussion management and treatment. The CMT shall establish and implement a program which provides information on mild traumatic brain injuries to parents and guardians throughout each school year.

SUBJECT: CONCUSSION MANAGEMENT POLICY (continued)

While district staff will exercise reasonable care to protect students, brain traumas may still occur. Physical education teachers, coaches, athletic trainers, nurses and other appropriate staff will receive training to recognize the signs, symptoms and behaviors consistent with a concussion. Any student believed to have sustained a concussion or who is exhibiting those signs, symptoms, or behaviors while participating in a school sponsored class, extracurricular activity, or interscholastic athletic activity shall immediately be removed from the game or activity and be evaluated as soon as possible by an appropriate health care professional. The **school nurse/ physical education teacher/coach** will notify the student's parents or guardians and recommend appropriate monitoring to parents or guardians. The CMT will act as a liaison for any student returning to school and/or athletic activity following a concussion. If there is any doubt whether a student has sustained a brain trauma, the injury will be treated as a concussion, until proven otherwise.

3. If a student sustains a concussion at a time other than when engaged in a school-sponsored activity, the district expects the parent/legal guardian to report the condition to the **nurse/coach/teacher** so that the district can support the appropriate management of the condition.

4. No student shall return to physical activity while experiencing symptoms consistent with those of a brain trauma and shall not return to physical activity until evaluated and released by an appropriate health care professional. Regardless of such evaluation, the school's **chief medical officer or other Long Beach School District doctors** will make the final decision on return to physical activity including physical education class and interscholastic and intramural sports. Any student who continues to have signs or symptoms upon return to activity must immediately be removed from play and reevaluated by his/her health care provider. Once the student is symptom free for twenty-four (24) hours thereafter, the student will be required to present a physician's authorization stating that he/she has been cleared to resume activities. The District's **chief medical officer or other Long Beach School District doctors** shall review the new documentation provided by the student in order to determine if it is permissible for the student to return to his/her regular school activities.

SUBJECT: CONCUSSION MANAGEMENT POLICY (continued)

Depending on the severity of the brain trauma and the individual circumstances of the student, appropriate modifications may be made to the student's participation in school in an effort to reduce the risk of re-injury and promote recovery. Collaboration will help ensure the development of an appropriate concussion management plan for the student. Parents and/or students are expected to accurately and promptly report injuries so that the student's health can be protected.

The School District shall make information regarding concussions and the guidelines available on its website.

5. The Superintendent, in consultation with the CMT and appropriate district staff, including the **chief medical officer or other Long Beach School District doctors** will develop regulations and protocols to guide the return to activity in accordance with applicable law and this policy.

First Reading: February 14, 2012

Second Reading: March 13, 2012

Non-Instructional/Operations

**SUBJECT: CONCUSSION MANAGEMENT REGULATION
FOR MANAGEMENT OF BRAIN TRAUMA**

This protocol has been established in accordance with Policy 5600.

The following procedures are in place in the Long Beach Public Schools:

Education

School Staff:

- At the start of each school year, the school nurse will educate teaching staff and building/lunch room/playground aides regarding signs and symptoms of brain trauma and review this protocol.
- Appropriate staff members will be required to complete a course of instruction recognizing the symptoms of mild traumatic brain injuries and monitoring of those students who sustain such injuries, in accordance with the Commissioner's Regulations.
- Staff members who supervise students in physical education and/or playground activities will be provided with the "Heads Up" Concussion card.

Coaches:

- At the pre-season meetings held for coaches throughout the school year, the Long Beach Public Schools First Aid for Coaches protocol will be reviewed.
- Coaches will be required to complete a course of instruction recognizing the symptoms of mild traumatic brain injuries and monitoring of those students who sustain such injuries, in accordance with the Commissioner's Regulations.
- Coaches will be provided with the "Heads Up" Concussion card.
- Coaches will provide Head Trauma education to the athletes on their respective teams at the beginning of each season.

**SUBJECT: CONCUSSION MANAGEMENT REGULATION
FOR MANAGEMENT OF BRAIN TRAUMA (continued)**

Possible Brain trauma During School Hours

1. Staff member witnesses or receives report of possible brain trauma.
2. Staff member observes student for signs and symptoms that may indicate a concussion has occurred.
3. If any signs of brain trauma are present, accompany student to Health Office, or call the school nurse to come to location of staff/student.
4. School nurse will evaluate student, contact parent/guardian and, in conjunction with staff member present at the time of the injury, complete the Concussion Checklist, if indicated. If possible brain trauma has been determined, school nurse will:
 - Provide nursing care (call ambulance if indicated)
 - Contact parent/guardian/emergency contact. Student needs to be dismissed and parents are requested to make an appointment for evaluation by health care provider
 - Complete Student Incident Report.
 - Upon the student's return to school, parent/guardian is requested to provide the school nurse with a note listing diagnosis, restrictions and duration of restrictions, if any.
 - Follow up with parent/guardian, health care provider, physical education teacher, classroom teacher as indicated.
5. If there is any doubt whether the student sustained a concussion, the injury will be treated as a concussion, until proven otherwise.

Possible Brain trauma During School Sports:

1. Coach witnesses or receives report of possible brain trauma.
2. Coach observes athlete for signs and symptoms that may indicate a brain trauma has occurred.
3. If there is any doubt whether the student sustained a concussion, the injury will be treated as a concussion, until proven otherwise.
4. Coach follows Long Beach Schools First Aid Protocol for Coaches (attached).
5. **Coach will not allow athlete to resume participation in any team activities until clearance is received from school's chief medical officer or other Long Beach School District doctors.**

**SUBJECT: CONCUSSION MANAGEMENT REGULATION
FOR MANAGEMENT OF BRAIN TRAUMA (continued)**

6. School nurse will follow up with parent/guardian regarding outcome of health care provider evaluation.

Regulation to Return to Physical Activity

- If student/athlete has sustained brain trauma **without diagnosis of concussion:**
 - ❖ Upon the student's return to school, parent/guardian is requested to provide the school nurse with a note from a licensed MD or DO listing diagnosis, restrictions and duration of restrictions, if any.
 - ❖ No student/athlete shall resume athletic activity until he/she has been symptom free for a minimum of twenty-four (24) hours.
 - ❖ All such injuries must be cleared by the school's **chief medical officer or other Long Beach School District doctors** prior to return to any team activities, intramural sports or activities or physical education classes.
 - ❖ School nurse will communicate with Athletic Director, coach/physical education teachers once student/athlete is cleared to resume team activities, intramural sports or activities or physical education classes.
- If student/athlete has sustained brain trauma **with diagnosis of concussion:**
 - ❖ Student/Athlete is "disqualified" from physical activity including sports, intramurals, or physical education class **participation for a minimum of 24 hours after time of injury.**
 - ❖ After student/athlete is symptom free, the student/athlete must have second evaluation by health care provider prior to return to participation on sports team, intramural sports or activities or physical education classes.

**SUBJECT: CONCUSSION MANAGEMENT REGULATION
FOR MANAGEMENT OF BRAIN TRAUMA (continued)**

- ❖ Parent/guardian or athlete must obtain a written authorization from a licensed MD or DO stating medical clearance to resume participation in team activities, intramural sports or physical education classes and submit it to school nurse.
- ❖ All such injuries must be cleared by the school's **chief medical officer or other Long Beach School District doctors** prior to return to any team activities, intramural sports or activities or physical education classes.
- ❖ School nurse will communicate with the Athletic Director, coach and physical education teacher once student/ athlete is cleared to resume team activities, intramural sports or activities or physical education classes.

DRAFT

Long Beach Public Schools School Calendar 2012-2013

DRAFT

September						
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22

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Sept. 3	Labor Day
Sept. 4	Supt. Conference Day
Sept. 5	First Day of School for Students
Sept. 17-18	Rosh Hashana
Sept. 26	Yom Kippur
Oct. 8	Columbus Day
Nov. 6	Election Day; Schools Closed; Teachers Report
Nov. 12	Veterans Day
Nov. 22-23	Thanksgiving Recess
Dec 24 - Jan 1	Christmas Recess



91

Jan. 21	Martin Luther King Day
Feb. 18-22	Winter Recess
March 25-April 1	Spring Recess
May 27	Memorial Day
June 21	Last Day of School

89

TOTAL STUDENT DAYS 180
TOTAL TEACHER DAYS 182

Mar 25 1st Snow Make-Up Day
April 1 2nd Snow Make-Up Day

 Supt. Conference Day
 School Closed

APPLICATIONS FOR USE OF SCHOOL FACILITIES

<u>Organization</u>	<u>Purpose</u>	<u>Facility Requested</u>	<u>Date Requested</u>
Long Beach Little League	Baseball and softball	Lindell Field 1	1/23/12 – 6/30/12: Mondays through Fridays from 5:00 pm – 8:00 pm; Saturdays and Sundays from 8:00 am – 8 pm
Blackheath PTA	Blackheath Celebration	High School Auditorium	Monday, 6/18/12, from 5:00 pm – 7:00 pm
Blackheath PTA	Family Fun Night	High School Auditorium	Monday, 5/14/12, from 5:00 pm – 7:30 pm
Long Beach Civil Service Commission	Civil Service Exams	High School Rooms 209, 210, 212, 213, 214, 245, 244, 243, 242, 241, 240	Saturday, 3/17/12, from 8:00 am – 6:00 pm
Long Beach-USA Wrestling Club	Wrestling Camp	Lindell Gym and large Cafeteria	Monday through Friday, 6/25/12 – 6/29/12, from 8:30 am – 3:00 pm
PAL Girls Lacrosse	Community Lacrosse	Middle School Field 11, Veterans Field and girls lacrosse field	Monday through Friday, 3/1/12 – 7/30/12, from 6:00 pm – 9:00 pm
Lido PTA	Macaroni & Magic Night	Middle School Auditorium and Cafeteria	Friday, 3/9/12, from 5:00 pm – 8:00 pm