

November 13, 2018 - 6:30 PM
BOARD OF EDUCATION MEETING
PHELPS-CLIFTON SPRINGS CENTRAL SCHOOL DISTRICT
State Route 488, Clifton Springs, NY 14432 - Midlakes Primary School Board Room

Regular Meeting Minutes

A regular meeting of the Board of Education of the Phelps-Clifton Springs Central School District was held on Tuesday, November 14, 2018 in the primary school board room.

The meeting was opened at 6:31 p.m. by President Ryan Davis.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present were Board Members, Sheri Scherbyn, Jacob Amidon, Tracy Altman, Ryan Davis, Laura Cirone, Todd Frelove and Amber Wilkes. Also present were Superintendent Matthew Sickles, Business Administrator, Tracy Marshall, District Clerk, Sarah Butler, Principals Christopher Moyer, Frank Bai-Rossi, Assistant Principal Jim Giancursio, Director of Curriculum and Instruction Patti Larche, Director of Instructional Technology Lydia Schadler, Director of Physical Education John Lombardi, Tammy Wood, Director of Special Programs.

Absent – Karen Cameron, Principal

APPROVAL OF AGENDA

A motion was made by Mr. Frelove, seconded by Ms. Wilkes to approve 11/13/18 Agenda, carried unanimously.

PUBLIC COMMENT

A resident commented on the shortage of parking and related safety concerns at the Primary and Intermediate School.

CONSENT AGENDA ITEMS

A motion was made by Ms. Scherbyn, seconded by Ms. Cirone to approve the following consent agenda items, carried unanimously.

- Approval of Treasurer Reports for September 2018
- Approval of Treasurer Reports for Middle School Extra Classroom Activities for October 2018
- Approval of Treasurer Reports for High School Extra Classroom Activities for October 2018
- Approval of Committee on Special Education Meeting Minutes
- Approval of Board of Education Regular Meeting Minutes of October 23, 2018
- Approval of Warrants for General, Cafeteria, Federal Funds dated October 10, 2018
- Approval of Warrants for General, Cafeteria, Federal Funds dated October 24, 2018

PRESENTATIONS

Mr. Thomas Zuber, CPA with Raymond R. Wager, CPA and P.C. presented a brief review of the 2017-2018 District Financial Statements and noted the Board managed the reserves well and the District is in good financial condition.

REPORTS

Ms. Cirone and Ms. Altman, board representatives of the Audit Committee, reported nothing further as Mr. Zuber's presentation covered all topics reviewed by the Audit Committee.

Four County School Boards Association will hold a General membership Meeting in December to educate members on A Multi-faceted Approach to School Safety and Connectedness.

Board members reported on the budget feedback from their meetings with the various buildings and departments.

Superintendent Sickles reported on the Districts Report Card from the State, K-6 parking and drop-off concerns, the posting of a new transportation department position, maximizing Smart School Funds, The Clifton Springs Grange and Agricultural Education, the success of the Section V Cross Country Championship held at Midlakes, Intermediate Students hosted a breakfast honoring Veterans, recent visits to Government Classes to educate students on school government and the role of the Board, the upcoming RPO Midlakes Holiday Concert on held November 27, 2018, K-6 food service will be baking and donating cookies to families in the community and new design layouts for the Midlakes Journal.

BOARD DISCUSSION ITEMS

Ms. Marshall gave the board an final overview of the 2019-2020 Budget Calendar.

OLD BUSINESS (None)

NEW BUSINESS

A motion was made by Ms. Cirone, seconded by Ms. Scherbyn to approve the New Business items, carried unanimously.

- Approval of the 2019-2020 Budget Calendar
- Approval of a contract with The Rochester School of the Holy Childhood, Inc. Clinic Treatment Program for the purchase of music therapy sessions.
- Approval of the Midlakes Softball discount card fundraiser, to run from March 5-26, 2018
- Approval of a one-time salary adjustment in the amount of \$750 for Kristin Harrington and John Miller. The entire amount will be added to their 2018-2019 base salary.
- Recognized the Phelps-Clifton Springs Employees Association as the bargaining unit for the Laborer title.
- Approval of the \$188.24 donation from G.W. Lisk Company, Inc. for the purchase of choir music.
- Acceptance of the 2017-18 Basic Financial Statements.
- Acceptance of the 2017-18 Communicating Internal Control Related Matters Identified in an Audit (Management Letter).
- Acceptance of the 2017-18 Management Letter Corrective Action Plan.
- Approval of the MMS Student Council Coupon Book Sale Fundraiser to run from November 14-December 17, 2018.

PERSONNEL ITEMS

Upon the recommendation of Superintendent Sickles, a motion to approve following personnel items was made by Mr. Freelove, seconded by Ms. Cirone, and carried unanimously:

RESIGNATIONS

- Kristi Curtin-Mussaw, Special Education Teacher, Effective December 8, 2018.

APPOINTMENTS

- Emily Meissner as lifeguard at a rate of \$11.10 per hour, effective November 14, 2018.
- Bryce Norsen, Substitute Teacher, effective November 14, 2018
- Bailey Mahoney, Substitute Teacher, effective November 14, 2018
- Ellen Cook, Substitute Teacher, effective November 14, 2018
- Ryan Simmons, Substitute Teacher, effective November 14, 2018
- Natalie Schinsing, Substitute Teacher Aide, effective November 14, 2018
- Kathy Peake, Substitute Typist, retroactive to October 4, 2018.

UNPAID LEAVE OF ABSENCE

- Katie Peck, Social Worker, 3 personal days and 4 unpaid days from December 6-14, 2018.

APPENDIX C APPOINTMENTS FOR 2018-2019

- Ron Lombardo, Snow Club Advisor – 1 unit
- Heidi Gibson, Alliance Club Advisor – 1 unit
- Heather Bradley, National Elementary Honor Society Advisor – 3 units
- Erin Altman, National Elementary Honor Society Assistant Advisor – 2 units
- Jeff Maher, Middle School Intramurals – 1 unit
- Joe Godfrey, Audio and Sound Production – 3 units
- Elizabeth Smith, Elementary Chorus – 5 units
- Chris VanGorden and Ethan Sleeman, Clay Target/Trap Advisors – 4 units (split)

EXECUTIVE SESSION

Upon the recommendation of Superintendent Sickles, a motion to enter into executive session at 7:41 p.m. for the purpose of discussing the matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person and/or proposed, pending, or current litigation was made by Ms. Cirone, seconded by Ms. Scherbyn, and carried unanimously.

ADJOURNMENT

The Board returned to open session at 9:36 p.m. at which time Ms. Cirone made a motion to adjourn, seconded by Mr. Freelove. Motion carried unanimously.

Respectfully submitted,

Sarah Butler
District Clerk