

December 10, 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 Monday, December 1, 2018 in the primary school board room.

The meeting was opened at 6:30 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 Freelove and Amber Wilkes. Also present were Superintendent Matthew Sickles, Business Administrator, Tracy Marshall, District Clerk, Sarah Butler, Principals Karen Cameron, Christopher Moyer, Frank Bai-Rossi, Assistant Principal Jim Giancursio, Director of Curriculum and Instruction Michelle Robinette, Director of Instructional Technology Lydia Schadler, Director of Physical Education John Lombardi, Tammy Wood, Director of Special Programs.

APPROVAL OF AGENDA

A motion was made by Ms. Cirone, seconded by Ms. Scherbyn to approve 12/10/18 Agenda, carried unanimously.

CONSENT AGENDA ITEMS

A motion was made by Mr. Amidon, seconded by Ms. Altman to approve the following consent agenda items, carried unanimously.

- Approval of Board of Education Regular Meeting Minutes of November 13, 2018
- Approval of Warrants for General, Cafeteria, Federal Funds dated November 20-21, 2018
- Approval of Warrants for General, Cafeteria, Federal Funds dated December 5, 2018
- Approval of Treasurer Reports for Middle School Extra Classroom Activities for November 2018
- Approval of Treasurer Reports for High School Extra Classroom Activities for November 2018
- Approval of Committee on Special Education Meeting Minutes

REPORTS

The board members collectively reported on the Four County School Boards Association's December General Membership Meeting. They learned about the philosophy and collaborative efforts of Canandaigua Schools, Canandaigua Police and the community to handle school safety.

Superintendent Sickles welcomed Michelle Robinette as the new Director of Curriculum and Instruction. Superintendent Sickles reported on various professional development topics covered during the Superintendent's Conference Half-Day on December 5, rescheduling of K-6 Parent-Teacher conferences, upcoming meeting with our architects and purposed a monthly web content newsletter to drive traffic to Midlakes.org. John Lombardi, Athletic Director reported on a great opportunity he has been researching to establish a Midlakes Special Olympics Unified Basketball Team. Tracy Marshall, Business Administrator reported on substantial General Fund Interest Earnings gained thus far in the 2018-2019 school year.

BOARD DISCUSSION ITEMS

Members discussed the upcoming BOE Midlakes Journal Article; Ms. Altman will write the 1st article and Mr. Davis will write the 2nd.

Members also discussed the mid-year board retreat; which will focus on the process of long-range planning and will check on board goal progress. Board retreat tentatively set for February 2, 2018.

OLD BUSINESS (None)

NEW BUSINESS

A motion was made by Mr. Freelove, seconded by Ms. Scherbryn to approve the New Business items, carried unanimously.

- Approval of the resolution to Authorize Filing of Return Tax Claims 2018-2019
WHEREAS, the Education Law provides that the tax collector shall be relieved of responsibility for the uncollected portion of the tax list when a complete list of the delinquent tax items have been certified to the Board of Education, and since the collector will affix her affidavit to such statement and will file a statement of accounting for the handling of the tax warrant and list.
AND WHEREAS, the clerk will examine and verify the accuracy of the signed report of the collector, THEREFORE, BE IT RESOLVED, that the Board accept the report of the tax collector and having determined that the collector will account for the full amount of the tax be certified to the county treasurer(s) (of Ontario, Seneca, and Wayne Counties);
AND IT FURTHER DIRECTED, that the tax warrant and the tax roll be placed on file and given fire protection in the vault at the office of the school district clerk, and the tax collector's copies of the tax receipts be stored in the school vault.
- Approval of the amendment of the 2018-2019 school calendar to reschedule a K-6 half day for parent-teacher conferences to December 14, 2018; originally scheduled for November 16, 2018 (snow day).
- Approval of a purchase agreement with Chester Starowitz for master schedule consultant work to be completed no later than June 30, 2019 in the amount of \$5,000. Payment approved by the Superintendent will be made upon completion of the work.
- Approval of a Bid for a 2019 Chevy Suburban awarded to Spurr Dealerships in the amount of \$39,906.00. No other bids were received.
- Approval of the Election Services Agreement with the Ontario County Board of Elections for use of election machines for 2019.
- Approval of an agreement with The University of Rochester School of Medicine and Dentistry for behavioral consultant services in the amount of \$3,100.
- Acceptance of the proposal from EDGE Architecture for services to conduct soil survey in the amount of \$4,973.75.
- Acceptance of the donation of \$710 from the family of Gary Kirkwood to establish and fund the Gary Kirkwood Memorial Scholarship. This community service scholarship will award \$200 to a Midlakes Athlete for completing the most community service hours during the school year.
- Acceptance of the donation from Midlakes Soccer Booster Club for HuDL Program in the amount of \$350.
- Acceptance of the donation from Midlakes Running Boosters in the amount of \$435 for expenses related to the Section IV Cross Country Championship.
- Approval of the MMS Band Christmas CD Sale Fundraiser to run retroactively from November 19 to December 21, 2018.

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- Approval of the Sophomore Class Niagara Chocolate Fundraiser to run retroactively from November 26 to December 14, 2018.
- Approval of the Class of 2022 Coin Wars Fundraiser to run from January 7, to February 14, 2019.
- Approval of the Varsity Softball Team fieldtrip to attend the Grand Strand Softball Classic Tournament in Myrtle Beach, South Carolina from April 13 to April 18, 2019.
- Approval of the Midlakes Softball Lottery Fundraiser to run from December 21, 2018 to January 25, 2019.
- Approval of the Midlakes Softball Chicken Barbeque Fundraiser to run from February 4, to February 28, 2019.

PERSONNEL ITEMS

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

INTENT TO RETIRE

- Roger Spafford, Mechanic Foreman, effective December 31, 2019

RESIGNATIONS

- Tori Salato, Junior Varsity Cheerleading Coach, effective November 2, 2018

APPOINTMENTS

- Appointment of Katie Box, High School Spanish Teacher, Bachelors Step 1 - \$41.260 (pro-rated) effective January 22, 2019. Pending anticipated Initial Certification in Spanish 7-12. Probationary period will be January 22, 2019-January 21, 2023.
- Appointment of Sydney Passalacqua, student cleaner, effective December 11, 2018.
- Appointment of Michelle Robinette as the following for the remainder of the 2018-2019 school year
 - District Appointments
 - Title IX Officer
 - Homeless Liaison
 - Medicaid Compliance Officer
 - Board Committees
 - Sick Bank Leave Committee
 - Title I School and Community Appointments
 - McKinney-Vento Homeless Liaison
 - Neglected/ Delinquent Transition Liaison
 - Foster Care Student Point of Contact
 - Migrant Student Data Point of Contact
- Approval of the following substitutes
 - Substitute Teachers:
 - Abigail Kemp, retroactive to October 15, 2018
 - Substitute Teacher Aide:
 - Elise Tarlach (Gage), retroactive to October 10, 2018
 - Bryce Norsen, effective December 11, 2018
 - Zekara Williams, effective December 11, 2018

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COACHING APPOINTMENTS

- Appointment of Jenny Eckam, .05 Modified Cheerleading Coach, 1st year, Step 1, Level 4, \$2063 stipend, retroactive to November 9, 2018.
- Acceptance of the correction from 5 years to 7 years' experience for Kyle Percy as Basketball Coach.

EXECUTIVE SESSION

Upon the recommendation of Superintendent Sickles, a motion to enter into executive session at 7:00 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. Wilkes, seconded by Ms. Cirone, and carried unanimously.

ADJOURNMENT

The Board returned to open session at 9:03 p.m. at which time Ms. Cirone made a motion to adjourn, seconded by Mr. Frelove. Motion carried unanimously.

Respectfully submitted,

Sarah Butler
District Clerk