

March 25, 2019 - 6:30 P.M.
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, March 25, 2019, 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- Board Members, Sheri Scherbyn, Tracy Altman, Ryan Davis, Laura Cirone, Jacob Amidon and Amber Wilkes. Also present were Superintendent Matthew Sickles, District Clerk, Sarah Butler,

Absent- Board Members, Amber Wilkes and Todd Freelove

A motion was made by Ms. Scherbyn, seconded by Ms. Cirone to approve the 3/25/19 Agenda, carried unanimously (5-0).

PUBLIC COMMENT

A resident commented on various topics including student enrollment, per-pupil spending, and continuing to increase transparency.

CONSENT AGENDA ITEMS

A motion was made by Ms. Cirone, seconded by Ms. Scherbyn to approve the following consent agenda items, carried unanimously (5-0).

- Approval of Board of Education Regular Meeting Minutes of March 11, 2019
- Approval of Warrants for General, Trust in Agency, Federal, Capital Funds, dated March 13, 2019
- Approval of Committee on Special Education Meeting Minutes March 5, 2019 - March 20, 2019

REPORTS

Superintendent Sickles reported that EDGE Architecture will be submitting a Little Free Library proposal to a AIA Rochester contest and have asked Midlakes to be included. If EDGE Architecture wins the contest, a Little Free Library will be built for Midlakes and installed on campus. Superintendent Sickles reported the Boosters Club will be sponsoring a celebration for Girls Basketball; there will be an open house on April 1 from 6-7 p.m. (tentatively). Superintendent Sickles also reported on the E.A.G.L.E. Project and the creation of the Literacy Skills Committee and the Support Committee; Michelle Robinette held the 1st committee meeting on March 25 and had 25 teachers interested in systems of.

BOARD DISCUSSION ITEMS

Members discussed April Board Meeting dates; April 3 will focus on final budget decisions, April 8 will be for tenure recognition and adoption of the 2019-2020 proposed budget, and April 24 will be for the BOCES Budget and BOCES Board vote. The Board also discussed the BOCES CoSer; Mr. Amidon recently attended a Four County School Boards Association General Membership Meeting where he learned the benefits of joining the CoSer and believes the membership would benefit Midlakes. The Board decided to discuss their Strategic Planning Goals at the April 3 meeting.

OLD BUSINESS (None)

NEW BUSINESS

A motion was made by Ms. Cirone, seconded by Ms. Altman to approve the following New Business items, carried unanimously (5-0).

- To approve the Notice of Annual Meeting, Budget Vote and Election

Budget Public Hearing: NOTICE IS HEREBY GIVEN, that a public hearing, will be held in the Board Room of the Midlakes Primary School, located at 1500 State Route 488, Clifton Springs, New York, in said District on May 13, 2019 at 6:00 PM prevailing time, for the presentation of the proposed budget for the for the Phelps-Clifton Springs Central School District for the 2019 -2020 school year. The budget and the tax exemption report may be obtained by any resident of the District during the fourteen (14) days immediately preceding the annual meeting, except Saturday, Sunday, or a holiday, during the hours of 9:00 AM to 4:00 PM at all school buildings.

Annual Meeting and General Election: NOTICE IS HEREBY GIVEN, that the annual meeting and general election of the qualified voters of the Phelps-Clifton Springs Central School District will be held in the gymnasium of the Midlakes Middle School, located at 1550 State Route 488, Clifton Springs, New York, in said District on Tuesday, May 21, 2019 between the hours of 12:00 p.m. and 9:00 p.m., prevailing time, at which time the polls will be opened to vote by ballot upon the following items:

1. To adopt the annual budget of the School District for the fiscal year 2019-2020 and to authorize the requisite portion thereof to be raised by taxation on the taxable real property of the District.
2. To elect two members of the Board of Education to for three-year terms, commencing on July 1, 2019 and expiring June 30, 2022.
3. Shall the Board of Education be authorized to expend up to \$304,399 for the purchase of school buses, to be paid from the Bus Purchase Reserve Fund.
4. Shall the Board of Education be authorized to establish a 2019 Bus Purchase Reserve Fund for the purpose of school buses in an amount not to exceed \$3,000,000.00.

AND FURTHER NOTICE IS HEREBY GIVEN that separate propositions shall be on the ballot for approval of an increase in the annual appropriation for the Clifton Springs Library in the amount of \$81,460, and an increase in the annual appropriation for the Phelps Community Memorial Library in the amount of \$81,460.

Nominating Petitions: NOTICE IS HEREBY GIVEN that petitions nominating candidates for the office of member of the Board of Education shall be filed with the Clerk of said School District at her office in the District Office, located at 1490 State Route 488, Clifton Springs, New York, 14432, not later than Monday, April 22, 2019 between 9:00 AM and 5:00 PM. Each petition shall be directed to the Clerk of the District and shall be signed by at least twenty five (25) voters of the District and must state the residence of each signer, and the name and residence of the candidate.

Absentee Ballots: NOTICE IS HEREBY GIVEN, that applications for absentee ballots may be obtained between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday, except weekends and holidays from the District Clerk. Completed applications must be received by the District Clerk by May 14, 2019 if the ballot is to be mailed to the voter, or on the day before the election if the ballot is to be delivered personally to the voter. Absentee ballots must be received by the District Clerk not later than 5:00 p.m. on Tuesday, May 21, 2019.

AND FURTHER NOTICE IS GIVEN, that a list of persons to whom absentee ballots have been issued will be available for public inspection in the office of the District Clerk between the hours of 8:00 a.m. and 4:00 p.m. on weekdays until the date of election. Any qualified voter may, upon examination of such list, file a written challenge to the qualifications as a voter of any person whose name appears on such list, stating the reasons for such challenge.

Voter Propositions: NOTICE IS HEREBY GIVEN, that any referenda or propositions to be submitted for voting at said election must be filed with the Phelps-Clifton Springs Central School District Board of Education at the District Office on or before April 22, 2019 at 5:00 PM prevailing time, must be typed or printed in English, must be directed to the Clerk of the School District and signed by at least twenty five qualified voters of the District. The District reserves the right to alter the language of a proposition in order to ensure compliance with the law, or reject a proposition for which voter approval is not authorized or required.

- To approve the creation of the 2019 Bus Reserve Fund
BE IT RESOLVED by the Board of Education of the Phelps-Clifton Springs Central School District, as follows:
Section 1: The proposition set forth below providing for the establishment, funding and expenditure of a capital reserve fund for the purchase of school buses be presented to the voters of the District at the 2019 annual budget vote and election to be conducted on May 21, 2019;
Section 2: The Clerk of the District is authorized and directed to include notice of such proposition in the legal notice of the annual vote and election;
Section 3: This resolution shall take effect immediately.

2019 BUS PURCHASE RESERVE FUND

(a) The Board of Education of the Phelps-Clifton Springs Central School District is authorized to establish a reserve fund, to be known as the 2019 Bus Purchase Reserve Fund, for the purchase of school buses in an ultimate amount not to exceed \$3,000,000. The Board is further authorized to pay into the fund (1) in the 2019-20 school year and annually thereafter available funds of the District in an amount determined by the Board not to exceed \$300,000 per year and (2) to the extent determined appropriate by the Board for the purposes of the fund, state aid reimbursement to the District on account of bus purchases and the proceeds of the sale of used buses, and (3) such other monies as the voters may direct; and to levy the necessary tax therefor. The fund shall have a probable term of 10 years.

- To approve the following Equipment Purchase Resolution
WHEREAS, the District is in need of immediate equipment, specifically pole vault mats to replace existing equipment that is in disrepair.
NOW, THEREFORE, be it resolved as follows:
The purchase of pole vault mats and related accessories is authorized in the amount of \$15,000.00 to be expended from the 2018-2019 Unappropriated Fund Balance and assigned to A2855.200.00.0000.
- To approve the service agreement with Hillside Children's Center for the 2019-2020 school year.
- To approve the addition of a special BOE Meeting to be held on Wednesday, April 3, 2019.
- To approve the Phelps-Clifton Springs CSD 2019-2020 School Calendar.
- To Approve the Memorandum of Agreement with the Phelps-Clifton Springs Administrators Association dated March 19, 2019.
- To approve the following Athletic Mergers
 - Boys Tennis - for the purpose of allowing 2 Newark CSD students to participate in the Midlakes Boys Tennis Athletic Program for the 2019 spring season.
 - Girls JV and Varsity Lacrosse - for the purpose of allowing 6 Midlakes students to participate in the Newark CSD Girls JV and Varsity Lacrosse Athletic Program for the 2019 spring season.
- To accept the \$200 donation from Harbor Freight Tools.
- To accept the \$350 donation from the Football Boosters for HUDL.
- To accept the sneakers donation from Reliant Community Credit Union.
- To accept the \$500 donation from the Basketball Boosters for the Girls Varsity Basketball bus to the State Tournament.

- To approve the Varsity Boys and Girls Swim Team Spring Swim Lesson Fundraiser to run March 30, April 6, 13, 27, and May 4, 2019.
- To approve the Chemical Free Graduation Committee Bottle/Can Fundraiser, to run April 2 and May 21, 2019.
- To approve the Chemical Free Graduation Committee Senior T-shirt Sale Fundraiser, exact date TBD.
- To approve the Class of 2022 Yankee Candle Fundraiser to run from April 26 to May 10, 2019.
- To approve the Class of 2022 Midlakes Apparel Fundraiser to run for 2 weeks, exact dates TBD.

PERSONNEL ITEMS

Upon the recommendation of Superintendent Sickles, a motion to approve following personnel items was made by Mr. Amidon, seconded by Ms. Scherbyn, and carried unanimously (5-0):

INTENT TO RETIRE

- Susan Boerjan, Secretary, Effective June 30, 2020

RETIREMENT

- Karen Cameron, Primary School Principal, effective July 1, 2019.

RESIGNATION

- Heather Harmon, Food Service Worker, effective March 21, 2019

APPOINTMENTS

- To appoint Elaina Harris-Maxwell as Lifeguard at a rate of \$11.10 per hour, effective March 26, 2019.
- To appoint Sarah Socha as Lifeguard at a rate of \$11.10 per hour, effective March 26, 2019.

UNPAID LEAVE OF ABSENCE

- To approve Jack Hauber, Aquatics Coordinator, 5 days unpaid retroactive to March 4-8, 2019.
- To approve Melissa Kuter, Art Teacher, 9 days unpaid retroactive to March 19-29, 2019.

EXECUTIVE SESSION

Upon the recommendation of Superintendent Sickles, a motion to enter into executive session at 6:54 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. Altman, and carried unanimously (5-0).

ADJOURNMENT

The Board returned to open session at 7:45 p.m. at which time Ms. Altman made a motion to adjourn, seconded by Ms. Cirone, and carried unanimously (5-0).

Respectfully submitted,

Sarah Butler
District Clerk