

December 16, 2019 – 6:30 P.M.

**BOARD OF EDUCATION MEETING
PHELPS-CLIFTON SPRINGS CENTRAL SCHOOL DISTRICT**

State Route 488, Clifton Springs, NY 14432 - Midlakes Elementary 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 16, 2019, in the Elementary School Board Room.

The regular meeting was opened at 6:30 p.m. by President Ryan Davis.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present- Board Members, Tracy Altman, Ryan Davis, Laura Cirone, Jacob Amidon, Sheri Scherbyn, Amber Wilkes, and Todd Freelove (arrived at 6:32). Also present were Superintendent Matthew Sickles, Business Administrator, Tracy Marshall, District Clerk, Sarah Butler, Principals Frank Bai-Rossi and Christopher Moyer, Assistant Principals, Alaina Benzer and Jim Giancursio, Director of Curriculum and Instruction, Michelle Robinette, Director of Innovation and Professional Learning, Lydia Schadler, Director of Special Programs, Tammy Wood and Director of Athletics, John Lombardi.

Absent- none

A motion was made by Ms. Scherbyn, seconded by Ms. Cirone to approve the 12/16/19 Agenda, carried unanimously (6-0).

CONSENT AGENDA ITEMS

A motion was made by Ms. Scherbyn, seconded by Ms. Cirone to approve the following consent agenda items, carried unanimously (6-0).

- Approval of Board of Education Regular Meeting Minutes of November 18, 2019
- Approval of Warrants for General, Cafeteria, Federal Funds dated November 20, 2019
- Approval of Warrants for General, Cafeteria, Trust Funds dated December 4, 2019
- Approval of Treasurer Reports for April 2019
- Approval of Treasurer Reports for Middle School Extra Classroom Activities for November 2019
- Approval of Treasurer Reports for High School Extra Classroom Activities for November 2019
- Approval of Committee on Special Education Meeting Minutes May 22– December 9, 2019

PRESENTATIONS

Tammy Wood and James Brenchley presented the Board with a Special Education Program Update. Topics included; Special Education Review Recommendations, Effective Scheduling Process that is Student Centered, Lesson Planning with Attention to Individual Accommodations & Modifications, Specially Designed Instruction, Co-Taught Team Plan, Structured Professional Learning Program, Restructure the Leadership of the Department of Special Education, CSE Protocols and Procedures, Provide Parent Outreach, Continuum of Services Review to Meet Needs of Students and Staffing Requirements, Staffing Numbers (88.9 Employees), Student Numbers (Approximately 375 Individual Plans), Create and Implement RTI Systems and Structures,

REPORTS

Mr. Davis, representative of the Facilities Committee reported on the December 10th Capital Project vote which passed with a huge number of voters; the Board was proud and pleased!

Superintendent Sickles briefly reported on the following; Capital Project Update, the December 11th Superintendent's Conference Day, the December 11th Family Literacy Night, 2020-2021 Budget Planning and the 2020-2021 School Calendar.

BOARD DISCUSSION ITEMS

A motion was made by Mr. Freelove, seconded by Ms. Altman to table the facilities use discussion item for a future time, carried unanimously (7-0).

The Board discussed the following regarding 2019-2020 Board of Education Goals; Members will research how neighboring districts involve students, Mr. Amidon will look into the Board self-evaluation and focusing on keeping people informed about the Capital Project through the design process.

NEW BUSINESS

A motion was made by Mr. Freelove, seconded by Ms. Scherbryn to approve the following New Business item, carried unanimously (7-0).

- To accept the Capital Project Vote Results

RESOLVED, that the Board of Education accepts the results of the December 10, 2019 Capital Project Vote as follows:

PROPOSITION – Renovation, Reconstruction, Alterations, and Improvements

YES – 307

NO – 72

- To approve Grace Groot, Patricia Hemminger, and Carol Conklin as County Certified Election Inspectors for the December 10, 2019 Capital Project Vote.
- To approve, Marge Cauwels, Betty Pilato and Russ Pilato as volunteer election workers at the December 10, 2019 Capital Project Vote.
- To approve the Election Services Agreement with the Ontario County Board of Elections for use of election machines for 2020.
- To approve the 2020-2021 Budget Calendar.
- To approve the revised Substitute Salary List for the 2019-2020 School Year.
- To amend salaries for the following employees due to minimum wage increase to \$11.80/hr.

- | | |
|-----------------------|----------------------|
| 1. Jake Lefever | 12. VanGorder, Tim A |
| 2. Michelle Balester | 13. Walker, Amy E |
| 3. Lisa Bannatyne | 14. Jean Galligan |
| 4. Jamie Hartranft | 15. Michele Jensen |
| 5. William Haus | 16. Erin Rice |
| 6. Heitmann, Michelle | 17. Marsha Rogers |
| 7. Loucks, Jennifer D | 18. Jacquie Syck |
| 8. McBride, James | 19. Summer Trzeciak |
| 9. Rood, Cassie | 20. Taylor Warner |
| 10. Scott, Susan R | 21. Michele Williams |
| 11. Turner, Cassandra | |

- To appropriate \$25,000 from the 2019-2020 Unappropriated Fund Balance to account code: A1621.400.00.0000 to cover the cost of facility repairs and maintenance.
- To approve the following Contract Addendum Resolution

RESOLUTION APPROVING AN ADDENDUM TO THE EMPLOYMENT AGREEMENT OF THE SUPERINTENDENT (MATTHEW SICKLES)

WHEREAS, the Board desires to add an addendum to the employment agreement of Superintendent of Schools, Matthew Sickles; and

WHEREAS, the Board and Superintendent Sickles have agreed to the terms and conditions of the addendum which will modify the dates of Mr. Sickles' five-year term; and

WHEREAS, the Board has considered the proposed addendum submitted;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Phelps-Clifton Springs Central School District as follows:

The Board hereby approves the addendum to the Employment Agreement of Superintendent Sickles, modifying the dates of Mr. Sickles' five-year term.

The Board hereby authorizes the President of the Board to execute said addendum to the Employment Agreement on behalf of the District.

This resolution shall take effect immediately.

- To approve the Memorandum of Agreement with the Phelps-Clifton Springs Faculty Association, dated December 5, 2019.
- To accept the \$60 donation from Midlakes PTO for Literacy Skills Night Baskets.
- To approve the following fundraisers
 1. Girls and Boys Basketball Club Raffle Fundraiser to run retroactive December 13, 2019.
 2. MALO Clothing Sale Fundraiser to run 4 weeks, December 2019- January 2020.
 3. MMS Youth to Youth Club Dance-Off to run January 31, 2019.
 4. MMS School Store Scholastic Book Fair Fundraiser to run January 27 to February 10, 2020.
 5. Class of 2023 Apparel Fundraiser to run 2 weeks in early February 2020.
 6. Class of 2023 Yankee Candle fundraiser to run March 19- April 2, 2020.
 7. Midlakes Baseball Booster 2020 Fundraisers
 - a. NYS Lotto April Fundraiser to run from March 11- March 30, 2020.
 - b. Bottle/Can Drive Fundraiser to run on January 4, February 8, and March 21, 2020.
 - c. Midlakes Baseball Apparel Fundraiser to run March 11-April 3, 2020.
 - d. Penny-a-Pin/Bowling Fundraiser to run April 2020.

PERSONNEL ITEMS

Upon the recommendation of Superintendent Sickles, a motion to approve following personnel items was made by Ms. Sccherbyn, seconded by Ms. Cirone, and carried unanimously (7-0):

- IRREVOCABLE INTENT TO RETIRE

1. Yvonne Cockett, Cook Manager, effective June 31, 2020.
- RESIGNATION
 1. Marsha Rogers, Teacher Aide, effective December 6, 2019.
 - APPOINTMENTS
 1. To appoint Krystal Plante provisionally as Typist, at a rate of \$30,000/yr., effective December 30, 2019.
 2. To appoint Jennifer Rohan as a 1.0 FTE Long-Term Substitute 7-12 Special Education Teacher, Masters Step 15 - \$54,551 pro-rated, effective January 6, 2020 through June 30, 2020. Certification in Special Education (7-12).
 3. Approval of the following substitutes
 - Substitute Teachers:
 - Holly Fagner, retroactive to November 25, 2019.
 - Erin Braden, retroactive to November 25, 2019 (*subject to fingerprinting*).
 - Substitute Aide:
 - Emma Carey, retroactive to September 24, 2019.
 - Maureen Weidmann, retroactive to October 18, 2019.
 - Makenzie Conover, retroactive to November 12, 2019.
 - Substitute Secretary:
 - Makenzie Conover, retroactive to November 12, 2019.
 - Substitute Nurse:
 - Kyla Durso, retroactive to November 25, 2019 (*subject to fingerprinting*).
- VOLUNTEER COACHING APPOINTMENTS
 1. McKenna Colacino, Basketball

EXECUTIVE SESSION

Upon the recommendation of Superintendent Sickles, a motion to enter into executive session at 8:00 p.m. for the purpose of discussing matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person and matters related to contract negotiations was made by Mr. Freelove seconded by Mr. Amidon, and carried unanimously (7-0).

ADJOURNMENT

At 9:12 p.m., Mr. Freelove made a motion to adjourn, seconded by Mr. Cirone, and carried unanimously (7-0).

Respectfully submitted,

Sarah Butler
District Clerk