

A regular meeting of the Board of Education of the Phelps-Clifton Springs Central School District was held on Monday, August 22, 2016 in the Board room at Midlakes Primary School.

Regular Meeting  
8/22/16

The meeting was opened at 6:32 p.m. by Pres. Davis who led group in the pledge of allegiance.

Pledge of Allegiance

Present were Board members Jacob Amidon, Sara Bruzee, Ryan Davis, Dawn Langdon, Sheri Scherbyn, Kim Skellie and Amber Wilkes. Also present were Superintendent Jamie Farr, Business Manager Matt Fitch, and District Clerk Bette J. Hicks. Administrators were dismissed from attending by Supt. Farr.

Roll Call

On the recommendation of Supt. Farr, a motion to adopt the agenda was made by Ms. Scherbyn, seconded by Mrs. Langdon and carried unanimously. There was no public comment.

Agenda  
Approved

On the recommendation of Supt. Farr, a motion to approve the following minutes was made by Mr. Skellie, seconded by Ms. Scherbyn and carried unanimously. Board of Education Reorganizational and Regular Meeting of 7/12/16 Committee on Special Education Meetings

Meeting Minutes  
Approved

Warrants from General #1, #2, #4, #5; Cafeteria #26, #1; Cap #28, #1; TE #1; along with bank reconciliations for MMS & MHS student activities, were presented to the Board as information only.

Information  
Presented

Jamie Farr's Superintendent's report included:

- new teacher training was last week and went well with 18 new teachers
- fall sports have started, and participation numbers are good
- last minute preps for start of school – hosting an appreciation pizza party for summer staff on Thursday
- LED lights should be on time after a delay in quality

Superintendent  
Report

Supt. Farr suggested having policy as a standing item on the Board agenda. After some discussion, Pres. Davis asked to have the question of whether to form a policy committee on the agenda for next Board meeting. The Board discussed the following policies.

Policies

#5630 Facilities – a motion to approve this revised policy was made by

Mrs. Langdon, seconded by Ms. Scherbyn and carried unanimously

#7270 Rights of Non-Custodial Parents & #7110R Student Dismissal Precautions – after some discussion, a motion to consider this a first read and table until the next meeting was made by Mrs. Langdon, seconded by Ms. Scherbyn and carried unanimously

#6213 & #6213R Registration and Professional Development – a motion to approve revisions to these was made by Ms. Scherbyn, seconded by Mrs. Langdon and carried unanimously

# 5681 School Safety Plans & #5683 Fire & Emergency Drills – a motion to approve revisions to these policies was made by Ms. Scherbyn, seconded by Mrs. Wilkes and carried unanimously

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On the recommendation of Supt. Farr, a motion to approve the following new business items was made by Mr. Skellie, seconded by Ms. Scherbyn and carried unanimously.

New Business  
Items  
Approved

Approval of agreements between the Employees Association and the Phelps-Clifton Springs CSD, effective July 1, 2016 to June 30, 2019.

Employees Assoc.  
Contract Approved

Approval of agreements between the Administrators Association and the Phelps-Clifton Springs CSD, effective July 1, 2016 to June 30, 2019.

Administrators  
Contract Approved

Approval of the Middle School Band cookie dough fundraiser sale September 15 to September 29, 2016.

Band Fundraiser  
Approved

Approval of UPK contract with The Coordinated Child Development Program, Inc, effective August 31, 2016 to June 30, 2017, in the projected State funding amount of \$159,073.

UPK Contract  
With CCDP  
Approved

Approval of memo on contracts in relation to special education programming

Special Education  
Contracts Approved

Approval of membership in Rural Schools Association, July 1, 2016 to June 30, 2017, in the amount of \$650.00.

Rural Schools  
Dues Approved

Approval of health service contract with the Gates Chili CSD in the amount of \$804.71 effective September 1, 2015 and ending June 30, 2016.

Health Services  
Contract Approved

Approval to accept a gift from the Theodore S. Smith, Jr. estate in the amount of \$28,595.24.

Estate Gift  
Accepted

Approval of middle school science exploration and college visitation trip to Pennsylvania on November 9 to November 11, 2016, for approx. 40 students and 4 parent chaperones, organized by Ellie Metzger, Science Teacher.

MMS Science  
Trip Approved

Approval to dispose of outdated textbooks at MIS: Prentice Hall, World Explorer: Europe & Russia 43 copies; Asia & the Pacific 38 copies; Africa 80 copies

Disposal of  
Textbooks  
Approved

Matt Fitch spoke about the 2016-17 tax rates and the three schedules. He went on to further explain that due to an increase in the total tax base and some equalization rates being below 100%, the tax rates are actually a little lower than projected. The tax rates for school purposes, on average, were projected to go up 0.95%. The tax rates actually went up, on average, by 0.25%. The tax levy threshold (tax cap) for 2016-17 was \$13,935,237 or 1.81%. The projected levy approved by the board for the 2016-17 budget was \$13,817,703 or 0.95%. After final calculations, the amount to actually be collected is \$13,812,959 or 0.92%.

Tax Rates  
Discussed

On the recommendation of Supt. Farr, a motion to approve the following resolution was made by Mr. Skellie, seconded by Ms. Scherbyn and carried unanimously.

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WHEREAS, the Board of Education has been authorized by the voters of the Phelps-Clifton Springs CSD to collect in School Taxes at a sum not to exceed \$13,812,958.64 (General Fund) and \$112,974.00 (Community Libraries) as per tax calculation sheets for each and a composite of both.

Resolution  
Approving  
Collection of  
Taxes

BE IT HERBY DIRECTED THAT the tax warrant of the Board, duly signed, shall be affixed to the tax rolls authorizing the collection of said taxes to begin September 1, 2016 and end November 1, 2016, giving the tax warrant an effective period of 61 days, at the expiration of which time the tax collector shall make an accounting, in writing, to the Board of Education.

IT IS FURTHER DIRECTED THAT the delinquent tax penalties shall be fixed as follows:

September 1, 2016 – September 30, 2016 - NO PENALTY  
October 1, 2016 – November 1, 2016 - ADD 2% PENALTY  
After November 1, 2016 - Unpaid taxes turned over to the Counties

On the recommendation of Supt. Farr, a motion to approve the following personnel actions was made by Ms. Scherbyn, seconded by Mrs. Langdon and carried unanimously.

Personnel  
Items Approved

Resignations:

Roberta Anderson, Food Service Helper, effective July 12, 2016.  
Rachel House, Teacher Aide, effective August 10, 2016  
Nicole Trapp, French Teacher, effective August 2, 2016.  
Donna VanDerlike, School Bus Monitor, effective July 15, 2016.

Resignations  
R. Anderson  
R. House  
N. Trapp  
D. VanDerlike

Retirement:

Janice Driscoll, Administrator, effective December 30, 2016.

Reitirement  
J. Discoll

Leaves of Absence:

Stephanie Jackson, Elementary Teacher, unpaid child care leave for the 2016-17 school year.

Leaves for  
S. Jackson

Erin Mangan-Isaacs, Special Education teacher, unpaid medical leave effective September 1, 2016 returning to work on November 8, 2016.

E. Mangan-  
Isaacs

Lindsey Pursel, Reading Teacher, unpaid leave for the 2016-17 school year.

L. Pursel

Long-term Substitute Appointments:

Shawna Cody, long-term Elementary Teacher, at a salary of MA Step 1 \$42,057 plus in-service= \$330, pending negotiations, effective September 1, 2016 to June 30, 2017.

Long-term Subs:  
S. Cody

Kelly Mayer, long-term Elementary Teacher, at a salary of BA Step 1 \$39,457 plus in-service= \$495, pending negotiations, effective September 1, 2016 to June 30, 2017.

K. Mayer

Beth Rothberg, long-term Reading Teacher, at a salary of MA Step 8 \$45,975 plus in-service= \$1155, pending negotiations, effective September 1, 2016 to June 30, 2017.

B. Rothberg

Dawn Smart, long-term Biology Teacher, at a salary of MA Step 2 \$42,448 pending negotiations, effective September 1, 2016 to June 30, 2017.

D. Smart

Courtney Suchecki, long-term Communication Skills Development Teacher, at a salary of BA Step 1 = \$39,457, pending negotiations, effective September 1, 2016 to June 30, 2017.

C. Suchecki

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Summer Appointment:	Summer Appmt.
Approval for Paula Hannux, Teacher, working summer school (proctoring and correcting exams) at a rate of \$34.05/hour.	P. Hannux
Certified Appointments:	Certified Appointments
RESOLVED, that upon receipt of conditional employment clearance for appointment by the Phelps-Clifton Springs CSD, in compliance with Section 3012 of the Education Law and Part 30-1 of the Rules of the Board of Regents, upon the recommendation of the Superintendent, does hereby appoint the following probationary teachers. This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) or the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period, the teacher shall not be eligible for tenure at that time. This applies to all the classroom teachers listed below.	
Sarah Clement, probationary Special Education Teacher, at a salary on MA Step 9 \$46,877 plus in-service = \$990, pending negotiations, effective September 1, 2016 to August 31, 2019.	S. Clement
Monique Jones, probationary French Teacher, at a salary on MA Step 1 \$42,057 plus in-service = \$660, pending negotiations, effective September 1, 2016 to August 31, 2020.	M. Jones
Katie Lupo, .67 Physical Education Teacher, at a salary on BA Step 1 x.67 FTE \$26,436 pending negotiations, effective September 1, 2016.	K. Lupo
JaLynne Smith, probationary Elementary Teacher, at a salary on MA Step 1 \$42,057 plus in-service = \$330, pending negotiations, effective September 1, 2016 to August 31, 2020.	J. Smith
Classified Appointments:	Classified for
Deborah McMillan, as probationary Food Service Helper, at a salary of \$9.79/hour, effective September 6, 2016 to September 5, 2017.	D. McMillan
Donna VanDerlike, as probationary School Bus Driver, at a salary of \$19.10/hour, effective September 6, 2016 to September 5, 2017.	D. VanDerlike
Sheila Maslyn, as probationary Night Cleaner, at a salary of \$11.40/hour plus \$.60/hour, effective August 22, 2016 to August 21, 2017.	S. Maslyn
Nancy Gelder, as probationary 1:1 Teacher Aide (10 month), at a salary of \$16,503, effective September 6, 2016 to September 5, 2017.	N. Gelder
Michele Jensen, as probationary 1:1 Teacher Aide (10 month), at a salary of \$16,503, effective September 6, 2016 to September 2, 2017.	M. Jensen
Nancy VanOoyen, recall as a Teaching Assistant, at a salary on Step 8 \$24,766, plus in-service = \$495.00, pending negotiations, effective September 6, 2016.	N. VanOoyen
Olgamilca Adams, as summer Aide, at a salary of \$14.38/hour, retroactive from July 12, 2016.	O. Adams
Special Education Department Chairs:	Special Ed. Department Chairs
MPS – Susan Gray; MIS: Kerry Smartt; MMS: Kristi Curtin; MHS: Tracey McMath	
Coaching Appointment	
Coaching change for Girls JV Volleyball as follows:	

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Jill Volpe has already been approved, however she is going to split the position with Ashlee Upchurch. Ashlee has not been BOE approved yet. This is her first year and her salary will be 1/2 of \$2,616 = \$1308. Jill Volpe's will also be \$1,308 now also instead of the \$2,616 as she was originally approved for.

JV Volleyball  
Coaching  
Change

Volunteer Coaching Appointments:

Emily Dancer Cheerleading  
Cody Wilkes Modified Cross Country  
Abby Jansen Varsity Coed Cross Country  
Peter Cheney Girls JV Soccer

Volunteer  
Coaches  
Approved

Substitute appointments as follows:

Teacher/Teaching Assistant Sharon Backus, Nanette Dixon  
School Counselor Nicole Taylor  
Typist Debra Gordner (retroactive to 7/1/16)  
Food Service Helper Ruth Lahr

Substitute  
Appointments  
Approved

Mentors for 2016-17 school year:

Mentors  
Approved

	<u>Mentor</u>	<u>Mentee</u>
MPS	Carol Griffin	JaLynne Smith
	Sue Gray	Courtney Suchecki
	Nicole Miller	Shawna Cody
MIS	Trent Jones	Katie Lupo
	Suzanne Russell	Alyssa Zonneville
	Andrea Windus	Kelsey Ryan (20 hours)
	Andrea Windus	Megan Craver (20 hours)
	Andrea Windus	Beth Rothberg
	Ali Estes	Natalie Buck
	Denice Greene	Kyle Percey
	Christine Williams	Kelly Mayer
	Jessica Moringello	Ashlee Upchurch (20 hours)
	Christine McGuire	Shari Garver (20 hours)
MMS	Mary McGuigan	Holly Rich (20 hours)
	Doug Allard	Christopher Stell (20 hours)
MHS	Chris Tillman	Counselor LTS
	Denise Kelly	Michael LaFave
	Nicole Young	Sarah Clement
	Michelle Shenton	Monique Jones

Activity Advisor Appointments for 2016-17

For Middle and High school, per memos from Frank Bai-Rossi

Activity Advisors  
Approved

On the recommendation of Supt. Farr, a motion to adjourn the meeting at 7:20 p.m. was made by Mrs. Wilkes, seconded by Mr. Skellie and carried unanimously.

Adjournment

Respectfully submitted,

Bette J. Hicks  
District Clerk