

A regular meeting of the Board of Education of the Phelps-Clifton Springs Central School District was held on Monday, October 3, 2016 in the Board Room at Midlakes Primary School.

Regular Meeting
10/3/16

The meeting was opened at 6:33 p.m. by Vice-Pres. Skellie who asked Jacob Amidon to lead the group in the pledge of allegiance.

Pledge of Allegiance

Present were Board members Jacob Amidon, Sara Bruzee, Dawn Langdon, Sheri Scherbyn, Kim Skellie and Amber Wilkes. Also present was Superintendent Jamie Farr, Business Administrator Matt Fitch, District Clerk Bette J. Hicks, Midlakes Principals Frank Bai-Rossi, Chris Moyer and Karen Cameron, Director of Instructional Technology Janice Driscoll, Director of Special Programs & Services Tammy Wood, and Director of Curriculum & Instruction Patti Larche.

Roll Call

Absent: Ryan Davis.

Guests included: Ray Wager, about 25 students and 2 adults.

On the recommendation of Supt. Farr, a motion to adopt the agenda along with additions, was made by Mrs. Langdon, seconded by Ms. Bruzee. Voting in favor: Amidon, Bruzee, Langdon, Scherbyn, Skellie and Wilkes. Absent: Davis. Motion carried.

Agenda
Approved

The meeting was opened up to public comment – there was none.

Public

On the recommendation of Supt. Farr, a motion to approve the consent agenda items was made by Ms. Scherbyn, seconded by Mrs. Langdon. Voting in favor: Amidon, Bruzee, Langdon, Scherbyn, Skellie and Wilkes. Absent: Davis. Motion carried.

Consent
Agenda Items
Approved

Approval of Board of Education Meeting of September 6, 2016

Approval of Committee on Special Education Mtgs.

Warrants- General #9, 12, 14; Cafeteria #2, 3, 4; Federal #1, 2; Capital #3, 4; TE #2; TA #4, 7

Treasurer's Report – August 2016

Supt. Farr announced that Ray Wager, CPA, is here to present findings on the annual audit, year ending June 30, 2016. Mr. Wager explained to the audience that it is school law that school districts must have an independent audit each year. He spoke on the overall financial condition of the district. He handed out basic financial statements and summary, communicating internal control matters identified in the audit, and a corrective action plan. Overall the district is in sound shape, with good monies contributed into reserves. When asked, he explained that monies were moved into reserves due in large by 1) reduced special education costs; 2) lower health insurance contributions; 3) lower fuel costs; and 4) the district receiving GEA money back they were due.

Annual Audit
Ending 6/30/16
Accepted

On the recommendation of Supt. Farr, a motion to approve the following resolution, was made by Ms. Scherbyn, seconded by Mrs. Wilkes. Voting in favor: Amidon, Bruzee, Langdon, Scherbyn, Skellie and Wilkes. Absent: Davis. Motion carried.

RESOLVED, that upon the recommendation of the Audit Committee, the Board of Education of the Phelps-Clifton Springs Central School District does hereby accept the Independent Audit and the Communicating Internal Control Related Matters Identified In An Audit, prepared by Raymond F. Wager, CPA, P.C. for the year ending June 30, 2016.

Tammy Wood reported on revisions to the district's Special Education Plan as part of Commissioners Regulations Part 200.2, which requires school districts to have this plan. She gave an overview of the plan, which includes:

Special Education
Plan Approved

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- ✓ previously approved AIS plan
- ✓ working with preschool special education beginning at age 2
- ✓ pre-referral strategies and showed the tiers beginning with tier 1 – general education and then going to tier 2 & 3 which include interventions
- ✓ this is a building level process and showed the number of students in each class per building
- ✓ the goal is to place students in the least restrictive environment
- ✓ services across the district include speech, OT, PT
- ✓ showed out of district placements
- ✓ explained categories of identified students
- ✓ showed a budget that include grants with staff salaries allocated
- ✓ showed future objectives for special programs, upgraded every 2 years
- ✓ stated the district currently has 35 total ENL students, and there is a need to create protocols & practices for them

On the recommendation of Supt. Farr, a motion to approve the Special Education plan as presented was made by Mrs. Wilkes, seconded by Mrs. Langdon. Voting in favor: Amidon, Bruzee, Langdon, Scherbyn, Skellie and Wilkes. Absent: Davis. Motion carried.

The Board's Policy committee will need to meet to discuss some policies prior to the next Board meeting. A reminder that committee members include Sara Bruzee, Ryan Davis, Frank Bai-Rossi and Jamie Farr.

Policy
Committee

Sheri Scherbyn reported on the 4 County School Board's meeting of the Board of Directors last Tuesday. She said it was interesting, and they are looking for programming ideas to share with other districts in the future. Sheri suggested that perhaps Midlakes would share what has been working here with our AIS co-teaching push in model.

4 County
School Boards

The Board looked at the goals they created last Board meeting for the 2016-17 school year, which include:

Board of
Education
Goals

- 1) One professional development program per board member per semester
- 2) Ensure a full board retreat, with full agenda, team building, and use an outside facilitator – date to be set directly after the board/budget election
- 3) Ensure that at least 4 board members attend key recognition ceremonies
- 4) Ensure at least 3 board members participate in community service event each year
- 5) Deliver "thank-you" trays (cookies) to businesses with vision & mission included; bring board member, administrator, student, etc. Each business will then nominate the next recipient in an alternate town.

Kim Skellie asked for a further explanation of the thank-you trays for businesses in the community, and there was discussion on the concept. Board members commented on the success of homecoming festivities, and enjoyed participating in the parade.

Supt. Farr's report was a single agenda item. He acknowledged District Clerk Bette J. Hick's retirement at the end of the month, with this being her last official Board meeting. She was thanked for her dedication in the position and to the district over the years. Everyone enjoyed refreshments in her honor.

District Clerk
BJ Hicks
Retirement

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On the recommendation of Supt. Farr, a motion to approve the Faculty Association Agreement for years 2016-2020 was made by Ms. Scherbyn, seconded by Mrs. Wilkes. Voting in favor: Amidon, Bruzee, Langdon, Scherbyn, Skellie and Wilkes. Absent: Davis. Motion carried.

Faculty
Association
Agreement
Approved

On the recommendation of Supt. Farr, a motion to approve the Aides and Secretaries Agreement for years 2016-2019 was made by Mrs. Langdon, seconded by Ms. Scherbyn. Voting in favor: Amidon, Bruzee, Langdon, Scherbyn, Skellie and Wilkes. Absent: Davis. Motion carried.

Aides and
Secretaries
Agreement
Approved

On the recommendation of Supt. Farr, a motion to approve the following SEQR resolution for a \$100,000 Capital Outlay Project was made by Mrs. Wilkes, seconded by Mrs. Langdon. Voting in favor: Amidon, Bruzee, Langdon, Scherbyn, Skellie and Wilkes. Absent: Davis. Motion carried.

SEQR
Resolution
Approved

WHEREAS, the Phelps-Clifton Springs Central School District (the "District") Board of Education has considered, in consultation with its Architectural firm Clark Patterson, the impacts to the environment of following Scope of Work to be completed: One-for-one replacement of electrical systems, including aging lighting fixtures and associated switching.

WHEREAS, the Board has reviewed the scope of the project and has further received and considered the advice of its architects with respect to the potential for environmental impacts resulting from the proposed action; and

WHEREAS, the Board has reviewed the Proposed Action with respect to the Type II criteria set forth in 6 NYCRR part 617.5(c), now therefore;

BE IT RESOLVED, by the Board of Education as follows:

1. The Proposed Action does not exceed thresholds established under 6 NYCRR Part 617, State Environmental Quality Review Act, (SEQRA).
2. The Board hereby determines the Proposed Action as a Type II action in accordance with the SEQRA regulations.
3. No further review of the Proposed Action is required under SEQRA.
4. This resolution shall be effective immediately.

On the recommendation of Supt. Farr, a motion to approve disposal of MIS obsolete/broken items listed below was made by Ms. Scherbyn, seconded by Mrs. Langdon. Voting in favor: Amidon, Bruzee, Langdon, Scherbyn, Skellie and Wilkes. Absent: Davis. Motion carried.

Disposal of
Obsolete
Equipment
Approved

Kodak EasyShare CX7530, asset tags#002548, 001326, 002540, 002543
Exacto Electric Pencil Sharpener, asset tag #000502

On the recommendation of Supt. Farr, a motion to approve the following fundraisers was made by Ms. Scherbyn, seconded by Mrs. Langdon. Voting in favor: Amidon, Bruzee, Langdon, Scherbyn, Skellie and Wilkes. Absent: Davis. Motion carried.

Fundraisers
Approved

MMS Youth to Youth candy bar sale to run from Sept. 27 to Oct. 20, 2016
MHS Junior Class Great American Fundraiser items from Oct. 4 - 18, 2016
MHS Chess Club selection of NFL picks to run for seven weeks.

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On the recommendation of Supt. Farr, a motion to approve the following personnel items was made by Ms. Scherbyn, seconded by Mrs. Langdon. Voting in favor: Amidon, Bruzee, Langdon, Scherbyn, Skellie and Wilkes. Absent: Davis. Motion carried.

Personnel
Approved

Termination of Kristy VanCamp, Food Service Helper, due to job abandonment, effective retroactive to September 6, 2016.

K. VanCamp

Appointment of Nicole Taylor as long-term Guidance Counselor substitute, at a salary on Masters Step 1 \$42,057 plus \$330 credits, effective October 6, 2016 to June 30, 2017.

N. Taylor

Appointment of Ronald Pritchard as School Bus Monitor, at a salary of \$11.95 per hour, effective retroactive from September 6, 2016 to September 5, 2017.

R. Pritchard

Appointment of Lynn Morris as Elementary Chorus coordinator, effective retroactive to September 6, 2016

L. Morris

Approval of probationary Food Service Helpers as follows:

Jean Fortin, 33 S Wayne St, Phelps, 14532, at a salary of \$9.79/hour, effective October 4, 2016 to October 3, 2017.

J. Fortin

Tim Vangorder, 67 Pratt Rd, Manchester, 14504, at a salary of \$9.79/hour, effective October 4, 2016 to October 3, 2017.

T. Vangorder

Approval of substitutes & student helpers as follows:

Substitutes

Teachers / Teaching Assistants

Ken Smith	Rita Caraballo
Christina Albrecht	Seth Case
Curtis Stedge	Laura Bailey
Mary Tatem	

Substitute Cleaners

Sarah Smith, Thomas Gordner

Substitute Food Service Helper – Ruth Lahr

Substitute Teacher Aide – Bette Hicks

Student Helpers

Student
Helpers

Nathan Westbrook	Caleb Delgado
Leidi Perez	Alexis Chilson
Sarah Lahr	Hunter Allgood
Taylor Hutchinson	Derrick Jones
Kyle Wellman	Kaleb Mahoney
Alex Ferber	Sarah Wagner
Kamren Record	Matt Mattoon
Gavin Record	Trinity Spears
Corey Braden	Daryn Carswell
Jacob Johnson	Douglas Fagner

Approval of 2016-17 substitutes per attached lists.

2016-17
Substitutes

On the recommendation of Supt. Farr, a motion to approve the following winter coaches was made by Ms. Scherbyn, seconded by Mrs. Wilkes. Voting in favor: Amidon, Bruzee, Langdon, Scherbyn, Skellie and Wilkes. Absent: Davis. Motion carried. Ms. Scherbyn questioned what happens if no coach is found? The answer was there would be no team, although there is still time to apply.

Coaching
Appointments
Approved

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Boys basketball JV	Kyle Sanders	5 th year	3,824.00
Boys basketball 8 th	Shane Dehn	3 rd year	2,012.00
Boys basketball 7 th			
Girls basketball JV	Brittany Sullivan	6 th year	4,247.00
Girls basketball 8 th	Carolyn Wescott	29 th year	2,817.00
Girls basketball 7 th			
Boys wrestling JV coach			
Boys wrestling modified	Trent Jones	4 th year	2,214.00
Boys wrestling modified			
Cheerleading JV			
Cheerleading modified	Sharon Braden	6 th year	2,415.00
	volunteer – Stephanie Kelly		
Boys swimming varsity	Jack Hauber	11 th year	4,427.00
Boys swimming modified	Kellyn Brightman	3 rd year	2,012.00
Coed indoor track head	Julie Backus	6 th year	4,247.00
Coed indoor track assist.	Marissa Liberati	1 st year	2,616.00

On the recommendation of Supt. Farr, a motion to approve the following personnel item was made by Ms. Scherbyn, seconded by Ms. Bruzee. Voting in favor: Amidon, Bruzee, Langdon, Scherbyn, Skellie and Wilkes. Absent: Davis. Motion carried.

Pamela Mann, as District Clerk (Confidential), at a salary of \$40,000, effective October 17, 2016 to October 16, 2017.

District Clerk
Appointment
Approved
For
P. Mann

On the recommendation of Supt. Farr, a motion to enter into executive session at 7:37 p.m. to discuss the employment of a particular person was made by Mrs. Wilkes, seconded by Ms. Scherbyn. Voting in favor: Amidon, Bruzee, Langdon, Scherbyn, Skellie and Wilkes. Absent: Davis. Motion carried.

Executive
Session

The Board re-entered open session at 7:50 p.m. at which time the meeting was declared adjourned.

Adjournment

Respectfully submitted,

Bette J. Hicks
District Clerk