

Board of Education Meeting #11
Whitesboro Central School District
March 12, 2019

Present: M. Head B. Bellair, Superintendent
T. Schoen (arrived at 7:17) D. Russo, Asst. Superintendent for Learning
D. Henderson K. Powers, District Treasurer
E. Blake J. Muller, Asst. Superintendent for Business
B. McQueen (Video Conference) T. Pawloski, Director, Special Programs and Services
J. Henderson K. Bunal, District Clerk

Absent: S. Szatko

Mr. Head, President of the Board of Education, called the meeting to order at 7:00 PM., led the Pledge of Allegiance to the Flag, and read the District Mission Statement. He announced the sad news the passing of Richard "Dick" Frye, school attorney, and a moment of silence was requested.

Mr. Head reminded the Board that the OHM BOCES Showcase is March 28th. The Commissioner, MaryEllen Elia, will be attending the program. Whitesboro has submitted two programs, the scanning electron microscope, (which is part of the science program) and unified sports. BOCES annual meeting is April 3, 2019, at 5:00, BOCES Board member election and approval of Administrative Budget is April 23, 2019.

Capital Conference was February 11th and 12th in Albany. Dr. Bellair and Mr. Head attended. They were able to meet with a representative from the Governor's office and also meet with all the local legislators. Mr. Head announced the next Board of Education meeting has been changed to April 9, 2019. The SBI executive committee met on March 11, 2019, and is working on finalizing the calendar for the 2019-2020 school year. Mr. Head read a letter from Robin Wynn Powell complementing the excellent music department. Her daughter, Katherine Wynn, is in the process of applying to colleges to continue her education as a cellist. The Student Achievement Awards and Distinguished Service Awards Program is May 9, 2019, at Twin Ponds. Four students have been nominated, one career tech student and one regular education student will be chosen. Mr. Head reported that the High School Musical was outstanding.

Mr. Blake reported on the Teacher Center Policy Board meeting. There was good attendance, budget for this year is ok but at this time there is nothing in next year's executive budget for the teacher center. Legislators will keep it on their radar for next year's budget.

Mr. Muller updated the Board of Education on the Budget, Finance and Audit Committee. Bonadio group is finishing up with their audit and the current findings are positive.

Mr. Muller updated the Board of Education on the February 11th, Facilities Planning Committee. They have been very active reviewing prior projects to utilize the rest of the resources for the outstanding projects. The proposed 2020 Capital Project scope is complete.

Mr. Muller reported on the Health and Safety Committee. There has been a new push for CPR/AED certification training for staff. Forty-five additional staff members are in the process of receiving their certification. Utica National will be recognizing the district on March 19, 2019, for their safety initiatives that the school district has put in place over the past year. This will take place at the Utica National School Safety Excellence seminar.

RESOLUTION Consent Agenda	Motion by Dr. Henderson Seconded by Mr. Blake Personnel-Instructional Personnel-School Related Acceptance of Committee on Special Education recommendations on students Identified by number on the enclosed information Financial Reports – Treasurer Report and Student Activity Accounts – December 2018 and January 2019 Approval of Minutes – February 5, 2019
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Ayes 4 Abstention 1 (Mr. Head) Motion carried
Mr. Head, Abstained from Personnel Recommendations Substitute Teacher

The Personnel Agenda - Instructional Administrative-Teaching-Teaching Assistant was tabled.

Superintendent's Reports

Dr. Bellair introduced Dr. Timbs who gave a brief overview of the capital project. The district is on track with no tax increase to the taxpayers and our timeline moving forward looks good with \$0.00 impact.

Mr. Egresits thanked the Board of Education and the Boy Scout troop for their attendance. John Egresits, Middle School Principal, Tammy Smith and Michael Spost, Assistant Principals, gave an overview of the campus goals for the 2018-2019 school year.

1. Parental Involvement – Parent engagement is a universal need across all levels of student participation
 - Bi-monthly newsletter
 - Participation in school events
2. Student Connections/Trusted Adult
 - Table Top Discussions

- Creating positive strategies for students
- Climate and Culture - Building trusted relationships with students
- Mentoring Program - supporting each other/a show of humanity

Joe Muller, Assistant Superintendent for Business, presented a budget overview for the 2019-2020 school year.

- Total preliminary budget – \$70,649,272
- Preliminary spending increase – \$2,739,774
- Preliminary budget requires – \$4.03 % spending increase
- Increased spending will generate a tax levy increase of 1.99 %
- Maximum allowable tax levy increase if 2.03%
- 1.99% levy limit allows for \$625,416 in new spending
- The budget gap would be \$367,143 (proposed expense increase and projected revenue)

- Mr. Schoen inquired about transportation increase.
- Mr. McQueen inquired about additional retirements.
- Mr. Blake inquired about any possible increase from the legislators.
- Dr. Henderson inquired about the IT positions.
- The board asked if there were any ideas to eliminate the gap.

Mr. Muller stated that the principals and directors were asked to review their budgets and prioritize spending. The district can also look at using their reserves.

Dr. Bellair informed the district that the BOCES Superintendent search is still in progress and will be reopened again on April 1, 2019. There is no change from the Governor to raise the salary cap on the BOCES Superintendent salary and at this time BOCES is not looking to fill the position with a blended option.

RESOLUTION Motion by Mr. Schoen
Section III Seconded by Mr. Blake
Combining Sports Be It Resolved, that upon the recommendation of the Superintendent of Schools, the agreement between Utica Notre Dame and the Whitesboro Central School District for a combined girls' golf program for the 2019 spring season, per the supplemental file, be approved.

Ayes 6 Nays 0 Motion carried

RESOLUTION Motion by Mr. McQueen

Out of State
Athletic Trip
Reading Seconded by Mr. Schoen
Be It Resolved, that upon the recommendation of the Superintendent of
Schools, the Girls' Varsity Softball team to Six Flags, New Jersey, from April 12,
2019, to April 14, 2019, as per the supplemental file, be approved.

Ayes 6 Nays 0 Motion carried

RESOLUTION Motion by Dr. Henderson
Policy Manual Seconded by Mr. Henderson
Revision - First Be It Resolved, that upon the recommendation of the Superintendent of
Reading Schools, the first reading of the proposed policy manual revision, Community Use of
School Facilities, as per the supplemental file, be approved.

Ayes 6 Nays 0 Motion carried

RESOLUTION Motion by Mr. McQueen
Policy Manual Seconded by Mr. Blake
Revision - First Be It Resolved, that upon the recommendation of the Superintendent of
Reading Schools, the first reading of the proposed policy manual revision, Drug and Alcohol
Testing (Transportation), as per the supplemental file, be approved.

Ayes 6 Nays 0 Motion carried

RESOLUTION Motion by Mr. Henderson
Policy Manual Seconded by Dr. Henderson
Revision - First Be It Resolved, that upon the recommendation of the Superintendent of
Reading Schools, the first reading of the proposed policy manual revision, Enrollment of
Students, as per the supplemental file, be approved.

Ayes 6 Nays 0 Motion carried

RESOLUTION Motion by Mr. Schoen
Approval of Seconded by Mr. Henderson
SEQRA

WHEREAS, the voters of the Whitesboro Central School District (the "School District") will be asked to approve a proposition authorizing general obligation serial bonds (and bond anticipation notes in

anticipation thereof) to finance a capital construction project consisting of addition to, and construction, reconstruction and equipping of, school buildings and facilities in the School District; and

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF EDUCATION AS FOLLOWS:

1. According to the regulations of the New York State Education Department, the Whitesboro Central School District is primarily responsible for assuring compliance with the procedural and substantive requirements of the State Environmental Quality Review Act and the regulations of the Department of Environmental Conservation of the State of New York (6 NYCRR Part 617, as amended) promulgated thereunder ("SEQRA").

2. Based upon the review by the Board of Education of the proposed project, the Board hereby declares itself lead agency to the extent necessary, if any, for this purpose and hereby finds that the proposed action constitutes a "type II action" as such quoted term is defined in SEQRA and, therefore, is not subject to any further review by the School District under SEQRA. A listing of such type II actions is attached hereto. The action consists of routine activities of an educational institution, including expansion of existing facilities by less than 10,000 square feet of gross floor area, as well as replacement, rehabilitation or reconstruction of a structure or facility in kind, on the same site.

3. A copy of this resolution shall be placed on file in the office of the District Clerk where the same shall be available for public inspection during business hours.

This resolution shall take effect immediately.

Ayes 6 Nays 0 Motion carried

RESOLUTION Motion by Mr. McQueen
Capital Project Seconded by Mr. Schoen
Proposition

BE IT RESOLVED BY THE BOARD OF EDUCATION AS FOLLOWS:

1. The following notice shall be added to the notice of annual meeting and election:

AND NOTICE IS ALSO GIVEN that the following proposition will be submitted for voter approval at such time:

PROPOSITION

Shall the following resolution be adopted to wit:

RESOLVED THAT THE BOARD OF EDUCATION OF THE WHITESBORO CENTRAL SCHOOL DISTRICT IS HEREBY AUTHORIZED TO UNDERTAKE CERTAIN CAPITAL IMPROVEMENTS CONSISTING OF ADDITION TO, CONSTRUCTION AND RECONSTRUCTION OF, EXISTING SCHOOL BUILDINGS AND FACILITIES, VARIOUS SITE IMPROVEMENTS AND THE ACQUISITION OF CERTAIN ORIGINAL FURNISHINGS, EQUIPMENT, AND APPARATUS AND OTHER INCIDENTAL IMPROVEMENTS REQUIRED IN CONNECTION THEREWITH FOR SUCH CONSTRUCTION AND SCHOOL USE, ALL AT AN ESTIMATED MAXIMUM AGGREGATE COST OF \$20,304,450; AND TO APPROPRIATE AND EXPEND FROM THE EXISTING CAPITAL RESERVE FUND \$1,000,000 FOR SUCH COSTS, AND THAT THE BALANCE OF SUCH COSTS, OR SO MUCH THEREOF AS MAY BE NECESSARY, SHALL BE RAISED BY THE LEVY OF A TAX TO BE COLLECTED IN ANNUAL INSTALLMENTS, WITH SUCH TAX TO BE OFFSET BY STATE AID AVAILABLE THEREFOR; AND, IN ANTICIPATION OF SUCH TAX, DEBT OBLIGATIONS OF THE SCHOOL DISTRICT AS MAY BE NECESSARY NOT TO EXCEED \$19,304,450 SHALL BE ISSUED.

NOTICE IS HEREBY FURTHER GIVEN that the text of the aforesaid proposition may appear on the ballot labels in the following abbreviated form:

PROPOSITION

Shall the proposition set forth in the legal notice of this annual voter meeting, authorizing addition to, and construction, reconstruction and equipping of, existing school buildings and facilities, various site and incidental improvements, all at an estimated maximum aggregate cost of \$20,304,450; with the expenditure of \$1,000,000 from the existing capital reserve fund for such costs, the issuance of not to exceed \$19,304,450 of debt obligations of the School District therefor, and the levy of a tax in annual installments therefor, with such tax to be offset by state aid available therefor, all as more fully described in said notice, be approved?

The School District has completed its environmental review under the State Environmental Quality Review Act and the applicable regulations promulgated thereunder ("SEQRA") and, on March 12, 2019, has duly determined and found the purpose to be a type II action which will not have a significant impact on the environment and is not subject to any further environmental review under SEQRA.

2. At such meeting taxes to be levied by installments will be proposed providing for payment of such capital costs and providing for the financing costs therefor. Such taxes shall be levied upon all the taxable property of the District, shall be levied in annual installments and shall be of such amounts and levied in such years as may be determined by the Board of Education.

3. The District Clerk or the Clerk's designee is hereby directed to add the above to the notice of the annual meeting of the School District.

4. This resolution shall take effect immediately upon its adoption.

RESOLUTION Motion by Mr. Blake
Adoption of 2019 Seconded by Dr. Henderson
2020 School Be It Resolved, that upon the recommendation of the Superintendent of
Calendar Schools, the 2019-2020 school calendar, as per the supplemental file, be adopted.

Ayes 6 Nays 0 Motion carried

RESOLUTION Motion by Dr. Henderson
Creation of Position Seconded by Mr. McQueen
Be It Resolved, that upon the recommendation of the Superintendent of
Schools, that the position of Director of Pupil Personnel Services, and Human
Resources be created effective March 13, 2019, as per the supplemental file, be
approved.

Ayes 6 Nays 0 Motion carried

RESOLUTION Motion by Dr. Henderson
Abolition of Seconded by Mr. McQueen
Position Be It Resolved, that upon the recommendation of the Superintendent of
Schools, that the position of Director of Guidance, Counseling, and Pupil Personnel
Services, be abolished effective September 1, 2019, as per the supplemental file, be
approved.

Ayes 6 Nays 0 Motion carried

RESOLUTION Motion by Dr. Henderson
Approval of Job Seconded by Mr. McQueen
Description Be It Resolved, that upon the recommendation of the Superintendent of
Schools, that job description for the position of Director of Pupil Personnel Services,
and Human Resources be approved effective March 13, 2019, as per the supplemental
file, be approved.

Ayes 6 Nays 0 Motion carried

RESOLUTION Motion by Mr. Schoen
Consent Agenda Seconded by Mr. Blake
Instructional Personnel Instructional – Administrative -Teaching-Teaching Assistant

Ayes 4 Abstention 2 (Dr. Henderson, Mr. Henderson) Motion carried

Mr. Head appointed Dr. Brian Bellair Clerk Pro Tem.



School District Clerk

RESOLUTION Motion by Mr. Henderson
Executive Session Seconded by Dr. Szatko
The Board of Education went into Executive Session at 8:05 PM to discuss a student issue, contractual issue and possible litigation.

Ayes 6 Nays 0 Motion carried

RESOLUTION Motion by Mr. Blake
Adjournment, Seconded by Dr. Henderson
Executive Session the Executive Session was adjourned at 9:55 PM.

Ayes 6 Nays 0 Motion carried

RESOLUTION Motion by Dr. Henderson
Adjournment Seconded by Mr. McQueen
Be it Resolved, that the meeting be adjourned.

Ayes 6 Nays 0 Motion carried

The meeting was adjourned at 9:56 PM.



Clerk Pro Tem

**WHITESBORO CENTRAL SCHOOL DISTRICT
PERSONNEL MEMORANDUM #11
March 12, 2019**

**RESIGNATION FOR THE PURPOSE
OF RETIREMENT**

Gustafson, Susan	AIS Math/Reading Teacher Westmoreland Road Elementary Effective: July 1, 2019
Herthum, Lorraine	Grade 5 Teacher Westmoreland Road Elementary Effective: July 1, 2019
Maggiolino, Dawn	Speech Therapist Westmoreland Road Elementary Effective: July 1, 2019

LEAVE OF ABSENCE

Wielt, Jennifer	Library Media Specialist Middle School Effective: 7/1/19 – 6/30/20
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APPOINTMENT

Adams, Katelyn J.	Long Term Substitute Grade 4 Teacher Deerfield Elementary Effective: 3/11/19 – 4/23/19 (on or about) Contingent upon positive performance and district needs Salary: Step A-BA: \$38,170 (pro-rated for days worked only) Not eligible for health/dental insurance Not eligible for sick/personal time Certification: Childhood Education, Gr. 1-6, Initial Literacy Education, B-6, Initial
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FMLA

Bunal, Brianna	Foreign Language Teacher High School Effective: 02/04/19 – 2/25/19
Kelley, Marivita	Teaching Assistant Marcy Elementary Effective: 03/19/19 – per treating physician
Pendrak, Erica	Grade 1 Teacher Deerfield Elementary Effective: 03/01/19 – per treating physician

Schmidt, Curtis

Physical Education Teacher

High School

Effective: on or about 4/27/19 – on or about 6/10/19

**UNPAID LEAVE OF
ABSENCE**

Henderson, Tori J.

Kindergarten Teacher

Marcy Elementary

3/11/19 – 5/31/19

Whitesboro Central School District
Substitute List #9
March 12, 2019

Ms. Michelle Anderson

AREA: Teacher
CERTIFICATION: Certified N-6
COMMENTS: Hart's Hill & Westmoreland Road
Only

Mr. Alfonzo Whitehurst

AREA: Teacher
DEGREE STATUS: 4 Years
CERTIFICATION: Uncertified

Ms. Tonya Bailey

AREA: Teaching Assistant
DEGREE STATUS: 1 Year
CERTIFICATION: Uncertified

Ms. Shelby Carrigan

AREA: Teacher
DEGREE STATUS: 2 Year
CERTIFICATION: Uncertified

Ms. Marie Hage

AREA: Teacher
CERTIFICATION: Certified-English

Ms. Sara Head

AREAS: Teacher & Teaching Assistant
DEGREE STATUS: 4 Years
CERTIFICATION: Uncertified

Mr. William Jadowski

AREA: Teacher
CERTIFICATION: Certified-Childhood Ed. Gr. 1-6

Mr. Luigi Mastroiani

AREA: Teacher
DEGREE STATUS: 4 Years
CERTIFICATION: Uncertified

Ms. Paige Porta

AREA: Teacher
DEGREE STATUS: 2 Years
CERTIFICATION: Uncertified

Ms. Linda Szczesniak

AREA: Teacher
DEGREE STATUS: 2 Years
CERTIFICATION: Uncertified
COMMENTS: Elementary only

Ms. Hannah Voss

AREA: Teacher
DEGREE STATUS: 4 Years
CERTIFICATION: Uncertified

**WHITESBORO CENTRAL SCHOOL DISTRICT
SCHOOL-RELATED PERSONNEL AGENDA
March 12, 2019 Board of Education Meeting**

Title	Name	Rate of Pay	Effective Date	Start Date
<u>SUBSTITUTE APPOINTMENT</u>				
Bus Driver Substitute Hart's Hill Elementary Conditional, provisional appointment pending Civil Service pre-approval, fingerprinting and background check.	Britt, Sandra	\$11.10/hr.	3/13/19	Pending
<u>UNPAID LEAVE OF ABSENCE</u>				
School Safety Officer High School	Smith, Anthony			4/29/19 – 5/3/19
<u>FMLA</u>				
Data Processing Clerk Administration Building	Lawrence, Deborah			2/1/19 – per treating physician
<u>ABANDONMENT OF POSITION</u>				
Food Service Helper High School	Coluccio, Luciana		3/8/19	