

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## REGULAR/REORGANIZATION MEETING

MINUTES

6:00 p.m.

**TUESDAY, JULY 2, 2019**  
**Middle School/High School**

### **1. Opening Items**

1.01 Call to Order 6:00

1.02 Tobacco Policy Statement

1.03 Pledge of Allegiance

1.04 Roll Call:

Present: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

### **2. Oath of Office**

2.01 District Clerk will administer the Oath of Office to Board Trustees whose term starts July 1st

Dafne DeJesus (3 Year Term 7/1/19-6/30/2022)

Kevin Salem (3 Year Term 7/1/19-6/30/2022)

### **3. Nominations for 2019-2020 Board President**

3.01 District Clerk will call for Nominations for Board President (proposed 6:05)

*Recommended Action:* The Board of Education hereby nominates Laurie Osmond for President for the 2019-2020 School year

Motioned: Trustee Kurnit

Seconded: Trustee Warren

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

### **4. Nominations for 2019-2020 Board Vice President**

4.01 Board President will call for Nominations for a Board Vice President

*Recommended Action:* The Board of Education hereby nominates Rob Kurnit for Vice President for the 2019-2020 School year

Motioned: Trustee Salem

Seconded: Trustee Warren

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

### **5. Oath of Office**

5.01 The District Clerk will administer the Oath of Office to the 2019-2020 Board of Education President and Vice President

### **6. Annual Appointments**

6.01 Appointments (proposed 6:10)

*Recommended Action:* The Board of Education hereby approves the Appointments of District Officers, Stipends/Fees, effective July 1, 2019, and authorizes the Superintendent of Schools to sign all necessary contracts:

Motioned: Trustee Salem

Seconded: Trustee Storey

- Staff member retiring does not have a replacement yet

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

District Clerk:	Fern Amster	\$15,000 (hours not to exceed the equivalent of \$15,000 in overtime for the 7/1/19-6/30/20 school year)
Treasurer:	Deb D'Aprile	As per terms of employment
Deputy District Treasurer:	Terry Snyder	-0-
Claims Auditor	Julie Wright	\$5,712
School Tax Collector:	Cheryl Berryann	-0-
Purchasing Agent:	Monica LaClair	-0-

#### 6.02 Other Appointments (proposed 6:15)

*Recommended Action:* The Board of Education hereby approves Other Appointments and Stipends/Fees listed effective July 1, 2019, as well as resolutions on Independent Contract Retainers, and authorizes the Superintendent of Schools to sign all necessary contracts

Motioned: Trustee Salem

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

1.	School Attorney:	Drohan, Thomas, Waxman, Petigrow & Mayle	\$174.29/hr for attorney retainer- \$200 per month after 350 hours; \$90/hr for paralegal services \$5,083.33/month General Counsel (see attached)
2.	Bond Counsel:	Squire Patton Boggs LLP	As per RFP fee schedule (see attached)
3.	Independent Auditor:	TBD	TBD
4.	District Medical Director	Suellen Elmendorf	\$20,022
6.	Alcohol and Drug Testing Site:	Kingston Worx	See Attached
7.	Fingerprinting:	Reimbursement per District Policy	\$102
9.	CSE Impartial Hearing Officers, Certified by the State of New York in accordance with Section 200.1 of the Commissioner's Regulations:		As per Policy 7670
10.	ECA Central Treasurer	Debra D'Aprile	\$0
	ECA Chief Faculty Counselors Bennett Elementary, Middle School and High School:	Building Principals	-0-
11.	Title VI & IX Officer:	Jodi DeLucia	-0-

12.	Coordinator for Section 504:	Cindy Bishop	-0-
13.	Residency Officer:	Monica LaClair	-0-
14.	Records Access Officer:	Monica LaClair	-0-
15.	Records Management Officer:	Monica LaClair	-0-
16.	Homeless Liaison	Cindy Bishop	-0-
17.	Broker of Record	Rose & Kiernan, Inc.	-0-
19.	Asbestos Designee:	Dr. Michael O'Rourke	-0-
20.	School Buildings Structural Inspector and Fire Inspector:	Ulster County BOCES Risk Management Program.	N/A
21.	Financial Advisor	Sage Municipal Advisors	see attached

**BE IT HEREBY RESOLVED** on recommendation by the Superintendent of Schools that all Independent Contractor Retainers will be presented to the Board of Education for approval prior to executing these contracts.

**BE IT HEREBY RESOLVED** on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District authorizes the Superintendent to execute an Independent Contractor Retainer on behalf of the District on an emergency basis only, subject to approval and ratification at the next regularly scheduled Board of Education meeting.

## 7. Authorizations & Designations

### 7.01 Authorizations

*Recommended Action:* The Board hereby authorizes Payroll Certificate, Budget Transfers, Check Signature, Alternate Check Signature, Petty Cash Funds, Bonding of Personnel

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

A. Payroll Certificate:	Victoria McLaren	-0-
B. Budget Transfers:	Monica LaClair	-0-
C. Check Signature:	Deb D'Aprile	-0-
D. Alternate Check Signature:	Terry Snyder	-0-

Bonding of Personnel:

1. Blanket limit - \$100,000
2. \$215,000 each for Assistant Superintendent for Business, Senior Account Clerk/Typist, Account Clerk/Typist, Payroll/Personnel Assistant and District Clerk
3. \$1,000,000 each for Treasurer and Deputy Treasurer, Internal Claims Auditor
4. \$2,000,000 for Tax Collector, Deputy Tax Collector
5. \$400,000 for Central ECA Treasurer and ECA Chief Faculty Counselors

### 7.02 Designations (proposed 6:20)

*Recommended Action:* The Board hereby authorizes Official Bank Depositories, Official Newspaper for Legal Notices and Bids, Board Meeting Schedule

Motioned: Trustee Storey

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee

DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

FUND

BANK

General/T&A/T&E/  
Federal/CafeteriaAccount Names

Community Bank MultiFund	Community Bank
Community Bank Payroll	Community Bank
NYCLASS Money Market	NYCLASS
TDBank Money Market	TD Banknorth
NY Liquid Asset Fund	NYLAF
Catskill Hudson Tax	Catskill Hudson Bank
Catskill Hudson Money Market	Catskill Hudson Bank

Capital

Construction	Catskill Hudson Bank
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Extraclassroom

HS/MS	Community Bank
Bennett	Community Bank

B. Official Newspaper for Legal Notices and Bids: Daily Freeman

C. Board Meeting Schedule as attached

**8. Other Approvals**

## 8.01 Other Approvals (proposed 6:25)

*Recommended Action:* The Board hereby authorizes Mileage Reimbursement, Substitute Teacher Rates, Substitute Support Staff Rates, Home Instruction Teacher, Use of Facilities, School Lunch Prices, Copy Rate, 2019-2020 Board of Registration.

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

A. Mileage Reimbursement	-Per Current I.R.S. Rate
B Substitute Teacher Rates	-CERTIFIED - \$115.00/day
	- UNCERTIFIED- \$85.00/day
	- Registered Nurse - \$115.00/day
C. Substitute Support Staff Rates	- Teaching Assistant – CERTIFIED -\$85.00/day
	- Teaching Assistant – UNCERTIFIED - \$75.00/day
	- Buildings and Grounds- \$13.00/hr
	- Clerical - \$13.00/hr.
	- Monitor - \$75.00/day
	- Food Service - \$12.00/hr.
	- Bus Driver - \$13.00/hr.
Substitute Short and Long Term Pay	As per Regulation 6220R
D. Home Instruction Teacher	- \$50/hour
E. Non-Profit Use of Facilities - staffing charges	- \$25/hr/employee cafeteria Staff; \$35hr/ custodial – overtime charge only; \$32/hr/Auditorium Technician
F. School Lunch Prices	- K-5 Lunch = \$2.35, 6-8 \$2.60 HS Lunch = \$2.85, Elementary Breakfast = \$1.35 MS/HS Breakfast = \$1.60
G. Copy rate	\$0.25/page

H. 2019-2020 Board of Registration	- Keymasters and ballot masters \$120.00 - Chief Registrar Inspectors – Vote Day \$20 - Extra hours shall be pro rata for whatever additional hours are actually worked
Public Library Tax as approved by voters – Library Tax approved by voters on May 21, 2019 with a total of \$20,000	Pine Hill Library - \$700 Phoenicia Library - \$3,500 Olive Free Library - \$5,600 West Hurley Library - \$3,300 Woodstock Library - \$6,900
Grant Funding	The Superintendent is authorized to apply for grants
Credit Card Limit	\$10,000

## 8.02 Cell Phone Assignments

*Recommended Action:* The Board of Education hereby approved the following cell phone assignments as below:

Motioned: Trustee Storey

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

Cell Phone Assignments 2019-20

MIFI Access Points - Victoria McLaren and Lance Edelman

Jared Mance

Linda Sella

Lance Edelman

Jennifer O'Connor

Victoria McLaren

Gabriel Buono

Scott Richards

Dieter Schimmelpfennig

Nicole Sommer

Kyle Harjes

SRO

Kim Pilla

Elizabeth Fallo

Jodi DeLucia

## 9. Authorize District Treasurer to borrow sums of money

### 9.01 BOE authorizes District Treasurer to borrow sums of money

*Recommended Action:* Resolved, that the Board of Education hereby authorizes the District Treasurer to borrow sums of money, the total of which is not to exceed \$3,000,000 at any one time, during the 2019-2020 school year and to issue appropriate short-term notes according to local finance law. (Tax Anticipation Notes – TAN; Revenue Anticipation Notes – RAN)

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

## **10. Review Policies**

10.01 The Board will review Policies 5220, 5410, 3410 and 3170 as per Policy 1330, Board Organizational Meeting

## **11. Establishment of Committees**

11.01 The Board of Education will discuss and establish Board Committees for the 2019-2020 school year (proposed 6:30 duration 10 min)

*Recommended Action:* The Board of Education hereby approves the following temporary committees

Facilities Committee

Policy Committee

Health and Wellness Committee

Discussion on Communications Committee will be during New Business

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

## **12. Acceptance of Minutes**

12.01 Acceptance of Minutes (proposed 6:50)

*Recommended Action:* The Board of Education hereby accepts minutes of June 17, 2019

Motioned: Trustee Storey

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

## **13. Superintendent District News**

13.01 The Superintendent will report District News (proposed 6:55)

Capital Project

- Demolition has begun and the press box has been leveled
  - Will be sharing the progress on Facebook so everyone can remain aware that we will need to work around the construction
- All of our moving up ceremonies were wonderful
  - Such supportive families and staff
- Graduation was really wonderful - thanks our HS Principal for working with everyone to ensure that it is always a well-planned and orchestrated event
  - Belleayre Bash was also well run and almost without incident
- Summer Skills Academy is kicking off on Monday – we are excited to welcome our young students to our program
- Immunization –have heard from a number of families that are struggling with this issue and several have already declared their intent to home school

- Very personal decision for families and we support their right to make this decision, but we must comply with the law – will work with them as best we can

Discussion:

- State must realize that the new immunization law would be very hard for families
  - Effects private and parochial schools as well as public

#### 14. Board District News

14.01 The Board will report District News (proposed 7:00)  
6:20

Trustee Storey thanked the administration for graduation and for all the support they received for Belleayre Bash

Trustee Kurnit reported that it was a wonderful graduation and appreciate the work to put it together

#### 15. Acknowledge Public Be Heard Comments

15.01 The Board will acknowledge the public be heard comments from the last meeting  
No comment was made

#### 16. Public and Student Comment

16.01 Public and Students may comment on any agenda or non-agenda item (proposed 7:05 duration 10 min or more)

Robert Bloomer – Received IEP for his child. Knows the Board reviews them. What are your credentials to sign off on an IEP? Child's IEP was changed without parental permission. IEP was cut by 50%.

#### 17. Discussion and Possible Action/Policies

17.01 The Board will Re-Adopt the Board Norms

Consensus to adopt these Board Norms:

Before Board Meetings, Members Will:

1. Submit items to be placed on the agenda in ample time so the Superintendent may assemble information bearing on the item before the meeting.
2. Ensure there is adequate time for Board members to prepare and review all relevant materials, information, data, etc. related to the agenda items. Whenever possible, contact the Superintendent with agenda questions well in advance of the meeting, allowing time for Superintendent and staff to gather pertinent information. Additional questions may still be presented during the Board meeting as necessary.
3. Request information from or through the Superintendent, and only from staff members with the prior knowledge of the Superintendent.
4. Refer all persons with positive or negative comments regarding school district operations to the proper staff person or administrator directly responsible for the operational activity. Focus on the Board's role and not become involved in the day-to-day operations of the school system. We will not engage in the resolution of problems; rather we will refer these concerns to the Superintendent.
5. Limit the amount of time Board members spend in schools and Central Administration to only scheduled Board meetings, committee meetings, agenda setting and other Board approved meetings or tours, of which the entire Board is aware.

During Board Meetings, Members Will:

1. Ensure they are fully prepared, on time and ready to participate.
2. Endeavor to start and end meetings on time.
3. Avoid hidden agendas and springing any surprises on other members.
4. Once recognized by the Board President, ensure that each board member is allowed to speak without interruption.

5. Focus on an agenda item until it is resolved or until a specified time has been reached to resume the resolution process.
  6. Say it once, say it well.
  7. Model the behaviors the Board expects of students, staff, and community members.
  8. Before committing to a position on an agenda item or issue make sure all relevant information has been presented, including the Superintendent's recommendation.
- After Board Meetings, Members Will:
1. Support the decisions of the Board, and will not work to undermine Board decisions or encourage others to do so.
  2. Abide by the confidentiality laws of executive session and ensure all documents, records, reports, etc. are treated in accordance with applicable laws, regulations, policies, etc.

**17.02 Travel Reimbursement for Board Members (proposed 7:10)**

*Recommended Action:* The Board of Education hereby approves the reimbursement of Board Members' travel expenses who attend out of District meetings for the 2019-2020 school year.

Motioned: Trustee Storey

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

**17.03 Approve Board Member to sign for Impartial Hearing Officers (proposed 7:15)**

*Recommended Action:* As per Commissioner's Regulation §200.5 j ii The Board of Education approves the Board President as the Board of Education designee to approve Impartial Hearing Officers. In the absence of the Board President the Board of Education approves the Vice President as the designee

Motioned: Trustee Salem

Seconded: Trustee Warren

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

**17.04 Approve raise for Assistant Superintendents**

*Recommended Action:* The Board of Education hereby approves a 1.5% raise for the Assistant Superintendent for Business and the Assistant Superintendent for Curriculum & Instruction

Motioned: Trustee Salem

Seconded: Trustee Warren

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

**17.05 Abolish Position**

*Recommended Action:* The Board of Education hereby abolishes the following position: 0.6 FTE ESL

Motioned: Trustee Salem

Seconded: Trustee Warren



Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

17.06 Create Position

*Recommended Action:* The Board of Education hereby creates the following position:

1.0 FTE ESL

Motioned: Trustee Storey

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

17.07 Donation of Golf Clubs

*Recommended Action:* The Board of Education hereby approves the donation of Girls' Golf Clubs to the Girls' Golf Team from Lindsay Shands

Motioned: Trustee Storey

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

17.08 Donation of a Piano

*Recommended Action:* The Board of Education hereby accept the donation of an upright Steinway Piano from Paulene Ellis

Motioned: Trustee DeJesus

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

17.09 Scholarship Donations

*Recommended Action:* The Superintendent recommends acceptance of donations totaling \$500.00 CASH, from various donors as scholarship awards for the Class of 2019.

The Superintendent recommends approval of the following donations:

\$150.00 ECA French Club

\$200.00 Scott Via

\$150.00 Denise Connolly

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

17.10 Memorandum of Agreement for National Honor and Junior Honor Society

*Recommended Action:* The Board of Education hereby approves MOA #07022019 for the National Honor and Junior Honor Societies

Motioned: Trustee Storey

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

17.11 Rescind Policies

*Recommended Action:* The Board of Education hereby rescinds policies 1612, 1630 and 1640

Motioned: Trustee Storey

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

17.12 First reading of Policy 7510 Student Health Services

- NYSSBA provided update due to the change in immunizations
- School Medical Director reviewed and edited policy

Motion to waive second reading

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

Motion to adopt policy as written

Motioned: Trustee Storey

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Salem, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Ratcliff

17.13 Discuss the Board's Self-evaluation (proposed 7:20 duration 10 min)

Motion to postpone to a later time

Consensus

17.14 Discuss Resolutions to send to NYSSBA (NYS School Boards Association)  
(proposed 7:30 duration 10 min)

- Discussion on the following resolutions for NYSSBA members to vote on at the annual convention for lobbyists to pursue

1. Resolved that the New York State School Boards Association support the proposed New York

Health Act and any legislation at the state or federal level that provides single payer health care for all New Yorkers.

Rationale

The cost of health insurance has more than doubled since 2000, resulting in disproportionate budget increases for districts that take seriously the obligation to insure the healthcare needs of their employees. Likewise, it has been demonstrated that students with poor health have a higher probability of school failure, grade retention, and dropout. As New York State Department of Education seeks resources to improve educational outcomes, the impediment caused by inadequate access to healthcare, especially for our poorest students and students with special health care needs, adds additional financial burden to the cost of public education.

2. Resolved, that the New York State School Boards Association support legislation that requires every child in New York State, aged 0-21, be covered for free under the Child Health Plus program.

Rationale

Students with poor health have a higher probability of school failure, grade retention, and dropout. As New York State Department of Education seeks resources to improve educational outcomes, the impediment caused by inadequate access to healthcare, especially for our poorest students and students with special health care needs adds additional financial burden to the cost of public education.

3. Resolved, that the New York State School Boards Association support legislation which requires the State of New York to hold school districts harmless for employee and retiree health care increases that exceed the Consumer Price Index.

Rationale

The cost of healthcare rose 5% in 2018, compared to a CPI of 1.9%, resulting in disproportionate budget increases for districts that take seriously the obligation to insure the health of their employees and retirees. Profit-motivated health insurance adds an undue burden on public institutions that exist for the common good.

\* \* \*

Resolution

Resolved, that the New York State School Boards Association support legislation that creates a process for tenure review and renewal occurring every five years throughout the career of all tenured public school employees. This process will include student, parent and colleague feedback, will not be driven by test scores, and is intended to be instructive, not punitive.

Rationale

Supporting teachers and administrators as lifelong learners who continue to refresh and reinvigorate themselves professionally can only lead to better student outcomes. Conducting tenure reviews at scheduled intervals will encourage growth and reward excellence.

Submit to NYSSBA for consideration at National Convention

Motioned: Trustee Salem

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee

Warren, Trustee DeJesus

Not Present: Trustee Ratcliff

**Now Present**

Trustee Osmond arrived at 6:50

**18. Independent Contract Retainers**

18.01 Approve all ICRs (proposed 7:35)

*Recommended Action:* The Board of Education approves the Independent Contract Retainers in items 18.02-18.04

Motioned: Trustee Storey

Seconded: Trustee Salem

- Some of these are for July 1<sup>st</sup> – not coming to the Board in a timely manner

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Ratcliff

#### 18.02 ICR - Barton

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the Independent Contractor Retainer between the Onteora Central School District and Lindsay Barton for the period beginning July 1, 2019 to June 30, 2020 at a rate of \$400.00 per day, to a maximum of \$8,000.00, as a Literacy Coach and authorizes the Superintendent to sign such an agreement

#### 18.03 ICR - Center for Spectrum Services

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the Independent Contractor Retainer between the Onteora Central School District and Center For Spectrum Services for the period beginning July 1, 2019 to June 30, 2020 at a rate of \$200.00 per hour, to a maximum of \$10,000.00, as a consultant and authorizes the Superintendent to sign such an agreement

#### 18.04 ICR - Szakmary

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the Independent Contractor Retainer between the Onteora Central School District and Linda Szakmary for the period beginning July 1, 2019 to June 30, 2020 at a rate of \$400.00 per day, to a maximum of \$8,000.00, as a Literacy Coach and authorizes the Superintendent to sign such an agreement

### 19. Consent Agenda

#### 19.01 Approve Consent Agenda (proposed 7:45)

*Recommended Action:* The Board hereby approves item numbers 19.02 - 19.13

Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

- Governor asked all SRO contracts to include the language in the addendum

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Ratcliff

#### 19.02 Personnel Agenda

RESIGNATIONS: INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Renahan, Robin	Library Media Specialist/Bennett	6/30/19	Personal
Silver, Lauren	Monitor	8/31/19	To accept TA Position

APPOINTMENT: INSTRUCTIONAL  
FULL-TIME PROBATIONARY APPOINTMENT

Be it hereby resolved that the Board appoints:

**Rebecca Scherer**, certified in Health Education K-12, to a 4 year probationary period in the tenure area of Health at a salary of step 3MA (replaces Margaret Haug) commencing on 8/1/19 and ending on 7/31/23.

Be it hereby resolved that the Board appoints:

**Anita Sidler\***, certified in Art, to a 4 year probationary period in the tenure area of Art at a salary of Step 2MA (replaces Dale Wolfeld), commencing on 8/1/19 and ending on 7/31/23. (\* change of start date)

Be it further resolved that, to the extent applicable under Education Law Section 3012-d and the accompanying Commissioner's Regulations, in order to be considered for tenure, the above teachers must have received and APPR rating of effective or highly effective in three of the four probationary years and must not receive an ineffective in the fourth year.

NAME	TENURE AREA	PROBATIONARY DATES	SALARY STEP	REMARKS
Ojarovsky, Lynn	Teaching Assistant	8/26/19-8/25/23	Step 1	Replace J. Davidson
Silver, Lauren	Teaching Assistant	9/1/19-8/31/23	Step 2	Replace C. Phillips

## PART-TIME: INSTRUCTIONAL

NAME	POSITION/SCHOOL	FTE	EFFECTIVE DATE	REMARKS
Colevas, Paul	Social Studies/HS	0.4	9/1/19-6/30/20	7MA
Harrington Brooke	Physical Education/HS	0.4	9/1/19-6/30/20	2MA
Pellegrini, Teresa	Art/Phoenicia & Woodstock	0.4	9/1/19-6/30/20	2MA

## TEMPORARY APPOINTMENT: INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE FROM - TO	REMARKS
Amodeo, Bernadette	Summer School Teacher	7/1/19-8/2/19*	\$40.00/hr
Fields, Dominique	Summer School Teacher	7/1/19-8/2/19*	\$40.00/hr
Guillon, Alice	Summer School Teacher	7/1/19-8/2/19*	\$40.00/hr
Hadley, Karen	Summer School Teacher	7/1/19-8/2/19*	\$40.00/hr
Jenkins, Evan	Summer School Teacher	7/1/19-8/2/19*	\$40.00/hr
Kelly, Brigid	Summer School Teacher	7/1/19-8/2/19*	\$40.00/hr
Maille, Julie	Summer School Teacher	7/1/19-8/2/19*	\$40.00/hr
Mayone-Allison, Joan	Summer School Teacher	7/1/19-8/2/19*	\$40.00/hr
Martindale, Monique	Summer School Teacher	7/1/19-8/2/19*	\$40.00/hr
Millman, Jacob	Summer School Teacher	7/1/19-8/2/19*	\$40.00/hr
Millman, Michelle	Summer School Teacher	7/1/19-8/2/19*	\$40.00/hr
Warren, Kristen	Summer School Teacher	7/1/19-8/2/19*	\$40.00/hr

\*Revise start date

## EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
Faulkner, Todd	Football Modified – Assistant Coach	\$2,471
Liverani, Mike	Football Modified – Head Coach	\$3,392
MacKenzie, Dustin	Football Varsity – Assistant Coach	\$4,371
Buono, Gabriel	CIO for Student Management System Elementary/Technology	\$7,500
Edelman, Lance	CIO for Student Management System Secondary/Technology	\$7,500
Schimmelpfennig, Dieter	Coordinator of the Dignity for All Students Act	\$4,500
Allison, Bridget	Liaison – English	\$3,469
Babcock, Alyssa	Science Fair Coordinator - MS	\$576
Babcock, Alyssa	Science Olympiad Asst. Coach – MS	\$1,389
Battista, Lynn	Diversity Club Advisor 1 (PBIS)	\$678
Boyer, Erica	Liaison – Music	\$2,082
Boyer, Erica	Commencement Orchestra Director	\$338

Bucher, Donald	Science Olympiad Asst. Coach – HS	\$1,389
Casey, Lisa	Class Advisor - Sophomore	\$890
Casey, Lisa	Class Advisor – Senior	\$2,831
Cavallaro, Corey	Middle School Cabinet 1	\$3,469
Cavallaro, Corey	National Junior Honor Society Advisor – MS (split w/B. Schaffer)	\$1,019.50
Chartrand, Louis	6th Teaching Assignment (Creativity & Innovation)	\$8,114
Colevas, Paul	Class Advisor – Junior	\$2,831
Colevas, Paul	Lyceum Club Advisor	\$1,298
Connolly, Brian	Yearbook Advisor – HS	\$2,539
Connolly, Brian	Yearbook Business Manager	\$1,819
Connolly, Brian	SAVI Club Advisor (Consumer Smarts)	\$2,030
Connolly, Denise	Liaison – PPS	\$3,469
Connolly, Denise	PPS Coordinator – HS	\$4,162
Conroy, Elaine	School Newspaper Advisor	\$1,298
Conroy, Elaine	Marching Band Color Guard Instructor	\$1,989
Curlew, Alicia	Debating Club - Model Congress Advisor	\$1,404
Curlew, Alicia	Gay-Straight Alliance Club Advisor 1 (Pride Alliance 1)	\$1,016
Ferraro, Aubree	Diversity Club Advisor 2	\$678
Frandino, Megan	Computer Advisor – MS	\$5,307
Frandino, Megan	Middle School Cabinet 4	\$3,469
Garcia-McWhinnie, Elena	Spanish Club Advisor – HS	\$1,779
Goho, Colette	DECA Advisor	\$4,520
Goho, Colette	Liaison - Occup. Ed.	\$2,082
Hamilton, Shelly	Liaison – Art	\$2,082
Keenan, Bryan	Science Olympiad Coach – HS	\$1,942
Knoche, Stephen	Liaison - Social Studies	\$3,469
Kocher, Michael	Middle School Cabinet 2	\$3,469
Maltese, Denise	Student Affairs Council Advisor – MS	\$2,039
Matteson, Lori	Seventh Grade Trip Coordinator	\$504
Murphy, Steven	Jazz Ensemble Director	\$1,512
Murphy, Steven	Marching Band Advisor	\$5,009
Murphy, Steven	Theatre Technical Director (Split w/TBD)	\$1,688.50
Nelsen-Epstein, Christi	French Club Advisor – HS	\$1,779
Nelsen-Epstein, Christi	Gay-Straight Alliance Club Advisor 2	\$1,016
Nelsen-Epstein, David	Literary Magazine Advisor	\$1,298
Perls-Shultis, Robin	TUFS Advisor #1	\$1,287
Perry, Janelle	Class Advisor – Freshman	\$890
Polacco, Nicole	Peer Mediation Advisor 1	\$2,972
Ryan, Matthew	Elementary Rec – Bennett	\$3,569
Samuelsen-Grimm, Karen	TUFS Advisor – MS	\$1,287
Samuelsen-Grimm, Karen	6th Teaching Assignment (Home & Careers)	\$8,114
Schaffer, Brian	National Junior Honor Society Advisor – MS (split w/C. Cavallaro)	\$1,019.50
Schenker, Maegan	TUFS Advisor #2	\$1,287
Stewart, Valerie	Liaison - Foreign Language	\$3,469
Stewart, Valerie	Middle School Cabinet 3	\$3,469
Turck, Sarah	Dept. Chairs – Guidance	\$7,230
Turck, Sarah	Dept. Chairs - Guidance 4 counselors @ \$70 each	\$280
Vail, Andrew	Elementary Resource - Woodstock 2 (Literacy)	\$2,138
VanBaren, Kathleen	Robotics/Computer Club Advisor – MS	\$1,202
VanBaren, Kathleen	Science Olympiad Coach – MS	\$1,942
Via, M. Scott	Liaison – Science	\$3,469
Via, M. Scott	Computer Advisor – HS	\$5,307
Wentland, Jennifer	Olympics of the Visual Arts Advisor	\$1,778
Wentland, Jennifer	Art Club Advisor – HS	\$1,779
Boyer, Erica	Chamber Ensemble Director	\$1850

RESIGNATIONS: NON-INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Bennett, Joshua	Groundskeeper II/District	6/24/19	Personal

## TEMPORARY APPOINTMENT: NON-INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Perry, Janelle	Typist/HS	7/1/19-8/30/19 – as needed	Hourly Rate

## 19.03 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations

*Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #7/19, Confidential, as reviewed by Trustee Kurnit

## 19.04 Stale Dated Checks

*Recommended Action:* As of July 3rd, 2019, the following stale dated checks will be written off.

Check #34972 Tax Overpayment, Payee Bruce Dugliss, Amount \$25.88  
 Check #34988 Tax Overpayment, Payee Domenick Randazzo, Amount \$21.31  
 Check #34990 Tax Overpayment, Payee Edgar & Rose Villchur, Amount \$79.95  
 Check #35041 Tax Overpayment, Payee Richard Jeffery, Amount \$57.67  
 Check #35045 Tax Overpayment, Payee Rosemary Villchur, Amount \$102.76

## 19.05 Budget Transfer

*Recommended Action:* The Superintendent recommends the attached transfer of funds, totaling \$3,3115,708, to adjust Budget Codes to conform to the new NYS Transparency requirements.

## 19.06 Membership in Committee on Special Education (CSE) and the Committee on Preschool Special Education (CPSE)

*Recommended Action:* The Board of Education hereby approves the members of the CSE and CPSE committees, as attached.

## 19.07 Addendum to School Resource Officer Contract

*Recommended Action:* The Board of Education hereby approves the Addendum to the contract with Ulster County for the SRO for 2019-2020 school year

## 19.08 Approve Inter-School Transfer

*Recommended Action:* The Board of Education hereby approves the Inter-School Transfer of a Kindergarten student from Phoenicia to Woodstock.

## 19.09 Contract with Clark Patterson Lee

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the contract between the Onteora Central School District and Clark Patterson Lee for professional Services for the ADA Project in the amount of \$508,751.00 plus reimbursable expenses and authorizes the Superintendent to sign such an agreement.

**19.10 Approve Grant from Catskill Watershed**

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the contract between Onteora Central School District and the Catskill Watershed Corporation to accept the public education program grant for the Bennett Elementary School in the amount of \$9,500.00 for the 2019-2020 school year and authorizes the Superintendent to sign such an agreement ensuring that activities and programs funded by said grant are carried out in accordance with grant requirements.

**19.11 Boiler Cleaning Bids**

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the award of the bid for boiler cleaning and services based on the bid documents of June 20, 2019 to the lowest responsible bidder, Ashley Mechanical, Inc., in the amount of \$14,500.00 for boiler cleaning and tune up, \$120.00/hr extra work (if required by the specifications) and 20% for material markup and authorizes the Superintendent to sign such an agreement

**19.12 Create ECA Accounts for Girls Basketball and Field Hockey**

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the establishment of a Girls Basketball ECA account and a Field Hockey ECA account beginning the 2019-2020 school year with a beginning account balances of \$0.00.

**19.13 Surplus Textbooks**

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District declare the following list of textbooks and workbooks from the High School and Middle School as surplus and authorizes the sale and/or disposal of these books: 18 Marketing: Principles and Practices; 16 Retail Marketing; 13 Entrepreneurship; 7 Buen Viaje Level 2; 3 Buen Viaje Level 1; 5 Buen Viaje Level 1 Workbook; 26 Asi Se Dice Level 1; 4 Asi Se Dice Level 2 ; 25 Exploring Spanish; 27 Exploring French

**20. Old Business**

20.01 The Board will discuss Old Business (proposed 7:50)

No old business was discussed

**21. New Business**

21.01 The Board will discuss New Business

Communications Committee – Ad Hoc Committee to look at how District communicates among stakeholder groups

- Hear more from people about the ways they are comfortable hearing communication
  - Form unity and give everyone more information
- Charge: Work with stakeholder groups and establish protocols
  - Gather information over the summer
  - Get ideas from Board members at NYSSBA
- Not everything is coming through Central Administration



- Superintendent on committee
- Consensus to form committee - Trustee Salem to be the Chair

Follow the reading initiative in the schools, all Board members to share about book read over the summer at 1<sup>st</sup> meeting in September– 2 min

Board member topic discussion – Trustee Warren to have his turn

- Bring it up later in the year - October

## **22. Adjournment**

22.01 Adjourn Meeting. Next meeting August 6, 2019 in the Middle School/High School (proposed 7:55)

*Recommended Action:* The meeting is adjourned at 7:30

Motioned: Trustee Storey

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Salem, Trustee Osmond, Trustee Storey, Trustee Kurnit, Trustee Warren, Trustee DeJesus

Not Present: Trustee Ratcliff

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Laurie Osmond, Rob Kurnit, Kevin Salem, Valerie Storey, Bennet Ratcliff, Rob Kurnit, Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## SPECIAL MEETING

MINUTES

7:45 a.m.

**MONDAY, JULY 15, 2019**

CENTRAL ADMINISTRATION CONFERENCE ROOM

### 1. Opening Items

1.01 Call to Order 8:00 am

1.02 Appoint Clerk Pro Tem

*Recommended Action:* The Board of Education hereby appoints Monica LaClair as Clerk Pro Tem in the absence of the District Clerk

1.03 Roll Call

Present: Trustee Osmond, Trustee Kurnit, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Storey, Trustee Salem, Trustee Warren

### 2. Action Items

2.01 Personnel Agenda

#### **APPOINTMENT: INSTRUCTIONAL**

##### **FULL-TIME PROBATIONARY APPOINTMENT**

Be it hereby resolved that the Board appoints:

**Samatha Farcher**, certified in Special Education K-12, to a 3 year probationary period in the tenure area of Special Education at a salary of step 4MA commencing on 9/1/19 and ending on 8/31/22.

**Elizabeth Granberg**, certified in Early Childhood Education B-Gr. 2 & Childhood Education Gr. 1-6, to a 3 year probationary period in the tenure area of Elementary Education at a salary of step 5MA commencing on 8/15/19 and ending on 8/14/22.

Be it further resolved that, to the extent applicable under Education Law Section 3012-d and the accompanying Commissioner's Regulations, in order to be considered for tenure, the above teachers must have received an APPR rating of effective or highly effective in three of the four preceding years and must not receive an ineffective in the final year of her probationary period.

**Jolie Moorhus**, certified in Special Education K-12, to a 4 year probationary period in the tenure area of Special Education at a salary of Step 2MA, commencing on 8/15/19 and ending on 8/14/23.

Be it further resolved that, to the extent applicable under Education Law Section 3012-d and the accompanying Commissioner's Regulations, in order to be considered for tenure, the above teachers must have received and APPR rating of effective or highly effective in three of the four probationary years and must not receive an ineffective in the fourth year.

#### **APPOINTMENT: NON-INSTRUCTIONAL**

##### **PROBATIONARY APPOINTMENT**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	SALARY	REMARKS
Morgan,	Groundskeeper II/Auto	7/29/19-1/28/20	Step 4	Replace L. Hull/R. Oakes
Edward	Mechanic Helper			

#### **RESIGNATIONS: NON-INSTRUCTIONAL**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Mance, Jared	Director of Facilities	7/31/19	Personal

#### **TEMPORARY APPOINTMENT: NON-INSTRUCTIONAL**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Harjes, Kyle	Interim Director of Facilities	8/1/19 – 9/10/19	\$75.00 per day additional

Motioned: Trustee Ratcliff

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Storey, Trustee Salem, Trustee Warren

**3. Closing Items**

3.01 Adjourn Meeting

*Recommended Action:* The meeting is adjourned at 8:02

Motioned: Trustee Ratcliff

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Storey, Trustee Salem, Trustee Warren

Minutes Recorded by Monica LaClair,  
District Clerk Pro Tem

A handwritten signature in cursive script, appearing to read "Monica LaClair", is written over a horizontal line.

Board of Education: Kevin Salem, Laurie Osmond, Valerie Storey, Bennet Ratcliff, Rob Kurnit,  
Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## REGULAR MEETING

5:30 p.m.

**TUESDAY, AUGUST 6, 2019**

Middle School/High School

## MINUTES

### 1. Opening Items

1.01 Call to Order 5:30

1.02 Tobacco Policy

1.03 Pledge of Allegiance

1.04 Roll Call

Present: Trustee Osmond, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Kurnit, Trustee Warren

### 2. Executive Session

2.01 Enter Executive Session - (proposed duration 60 minutes)

*Recommended Action:* Motion to enter Executive Session to discuss the employment of particular people and to meet with their attorney.

Motioned: Trustee Ratcliff

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Kurnit, Trustee Warren

2.02 Exit Executive Session and Return to Public Session (proposed 6:30)

6:50

*Recommended Action:* Motion to exit executive session and return to public session

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Kurnit, Trustee Warren

### 3. Acceptance of Minutes

3.01 Acceptance of Minutes

*Recommended Action:* The Board of Education hereby accepts the minutes of the July 2, 2019 and July 15, 2019 Board Meetings

Motioned: Trustee Ratcliff

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Kurnit, Trustee Warren

**4. Presentation**

4.01 Director of Technology, John Reimer will present on the Smart Schools Bond Act (proposed 6:35 duration 15 min)

7:00

- Money from the State can be used for:
  - High-speed broadband or wireless internet connectivity
  - Classroom learning technology devices and equipment including such items as whiteboards, computer servers, and desktop, laptops, and tablet computers
  - High-tech school security capital expenditures, such as video surveillance, emergency notification systems, and physical access controls
  - Facility construction, enhancement, and/or modernization for pre-K programs or classroom trailer replacement
- Survey showed that parents and students wanted the money to be used for safety and security
  - Phase 1: Video surveillance, light (in case speakers don't work), access to building (teachers will swipe in with their keys) - \$521,000
  - Phase 2 – classroom technology – make all classrooms set up the same way, with same technology - Teacher Device, Interactive Displays, Classroom Sound - \$348,837.00
- After presented to the Board, have a 30 day period for feedback, then adopt
  - Put on website, then have email for questions, put on website as frequently asked questions

Discussion:

- Video will stay on servers for 15 - 30 days, depending on consumption of data
- Put in 2 phases because need to spend and be reimbursed, so will spend for phase 1 and put rest of money in phase 2
- State approves these plans 4 times a year, hoping to get approval in a timely manner

**5. Superintendent District News**

5.01 The Superintendent will report District News (proposed 6:50)

- Capital Project work is continuing at a rapid pace
  - Using a local contractor and every report is positive
  - They are noted as being competent and professional
- Youth Empowerment and Sustainability Summit at the Ashokan Center in February is going to be funded for Onteora through a grant from Cornell Cooperative Extension through their contract with NYC
  - Have several students and a teacher identified to participate in this summit
  - Thank Dan Shornstein, the School Outreach Coordinator at the Ashokan Center for advocating for us to receive this funding
- Recommending a new hire to replace Terry Snyder in the Business Office, retiring in 2 weeks with the District over 20 years
- The Response To Intervention team will meet twice a month from September to December to revise RTI Plan to address the needs for all learners
  - Identify professional development needed

- New Teacher Orientation will be held on August 26 from 9:00 a.m. – 3:00
  - Mentors and New Teachers will meet
- Mathematics Curriculum Audit Committee will continue to meet throughout the fall to review the various curriculums that the team decide to look at
  - Identify specific needs by building; hopefully tying in some assessment tools that will work cohesively with RTI/AIS
- Found a vendor for the Social Emotional Learning and Equity initiative for this year and will be bringing the contract to the Board at the next meeting
  - Will work with them during the Administrative Retreat to design the roll out for the District with our District Leaders
  - Will build on the work already done - will be an on-going initiative to be a sustained and consistent practice in order to have a meaningful and positive impact

## 6. Board District News

### 6.01 The Board will report District News

Trustee Storey reported that she attended the Rural Schools Conference with Trustee DeJesus and Trustee Osmond at the Otesaga – was 3 days of a lot of good information

- Trustee Osmond will send all Board members the notes from the trustees that attended

## 7. Acknowledge Public Be Heard Comments

### 7.01 The Board will acknowledge the public be heard comments from the last meeting Robert Bloomer

## 8. Public and Student Comment

### 8.01 Public and Students may comment on any agenda or non-agenda item (proposed 7:00 duration 10 min or more)

No comment was made

## 9. Discussion & Possible Action

### 9.01 Discussion of Board Goals for 2019-2020 (proposed 7:10 - duration 30 minutes)

*Recommended Action:* The Board of Education will discuss the Board Goals for 2019-2020

- Reviewed 2018-2019 goals
- Want the goals for this year to be fulfilled or have significant progress
- Write clear, specific, measured, time frame
- Bring language for goals to next meeting
- Review quarterly

### 9.02 Create Positions

*Recommended Action:* The Board of Education hereby creates the following positions: 1.0 FTE Special Education teacher; 1.0 FTE Administrative Aide/Typist

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Kurnit, Trustee Warren

9.03 Donation for 2019 Scholarships

*Recommended Action:* The Superintendent recommends acceptance of donations totaling \$640.00 CASH, from various donors as scholarship awards for the Class of 2019. The Superintendent recommends approval of the following donations: \$640.00 from Lisa Aidlin & Andrew Perlman

Motioned: Trustee Ratcliff

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Kurnit, Trustee Warren

9.04 Donation for 2020 Scholarships

*Recommended Action:* The Superintendent recommends acceptance of donations totaling \$41.58 CASH, from various donors as scholarship awards for the Class of 2020. The Superintendent recommends approval of the following donations: \$41.58 from Erica Boyer

Motioned: Trustee Salem

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Osmond, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Kurnit, Trustee Warren

9.05 Inter-School Transfer

*Recommended Action:* The Board of Education hereby approves the Inter-School Transfer from Woodstock to Phoenicia of a Third Grade Student

Motioned: Trustee Storey

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Kurnit, Trustee Warren

9.06 Memorandum of Agreement for new MS Battle of the Books Club Stipend

*Recommended Action:* The Board of Education hereby approves MOA number 08062019 for Battle of the Books Club for Onteora Middle School

Motioned: Trustee Storey

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Kurnit, Trustee Warren

9.07 Memorandum of Agreement for new Stipend for After School Supervision

*Recommended Action:* The Board of Education hereby approves MOA number 08062019A for After School Supervision

Motioned: Trustee Storey

Seconded: Trustee Osmond  
Result: Unanimous  
Yea: Trustee Osmond, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus  
Not Present: Trustee Kurnit, Trustee Warren

## 10. Independent Contract Retainers

### 10.01 Approve All Independent Contract Retainers (proposed 7:50)

*Recommended Action:* The Board of Education hereby approves the Independent Contract Retainers in items 10.02 – 10.05

Motioned: Trustee Salem

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Osmond, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Kurnit, Trustee Warren

### 10.02 ICR - First Steps - Full Day

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contract Retainer between the Onteora Central School District and First Steps Day Care Center, as a (full day) Universal Pre-K Provider, for the period beginning Sept. 1, 2019 to June 30, 2020 at a rate of \$900.00 per student per month to a maximum of \$180,000.00 and authorizes the Superintendent to sign such an agreement.

### 10.03 ICR - First Steps

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contract Retainer between the Onteora Central School District and First Steps Day Care Center, as a (half day) Universal Pre-K Provider, for the period beginning Sept. 1, 2019 to June 30, 2020 at a rate of \$304.48 per student to a maximum of \$30,448.00 and authorizes the Superintendent to sign such an agreement.

### 10.04 ICR - Woodland Playhouse

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contract Retainer between the Onteora Central School District and Woodland Playhouse, as a (half day) Universal Pre-K Provider, for the period beginning August 7, 2019 to June 30, 2020 at a rate of \$304.48 per student to a maximum of \$42,627.20 and authorizes the Superintendent to sign such an agreement.

### 10.05 ICR - Simone Collymore, PhD

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Simone Collymore, PhD, as a Neuropsychologist effective August 7, 2019 to June 30, 2020 at a rate of \$3,800.00 per evaluation to a maximum of



\$4,000.00 per evaluation and authorizes the Superintendent to sign such an agreement.

## 11. Consent Agenda

### 11.01 Approve Consent Agenda

*Recommended Action:* The Board hereby approves item numbers 11.02 - 11.12

Motioned: Trustee Salem

Seconded: Trustee Storey

- Note that long time teacher Ken Haaland has retired
  - Appreciate the time and dedication he gave the students

Result: Unanimous

Yea: Trustee Osmond, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Kurnit, Trustee Warren

### 11.02 Personnel Agenda

#### RESIGNATIONS: INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Haaland, Kenneth	Elementary Teacher/BN	9/13/19	Retirement

#### LEAVE OF ABSENCES: INSTRUCTIONAL

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
1870	9/3/19 – 11/1/19	FMLA-Paid

#### APPOINTMENT: INSTRUCTIONAL

##### FULL-TIME PROBATIONARY APPOINTMENT

Be it hereby resolved that the Board appoints:

**Jenkins, Evan**, certified in ENL, to a 4 year probationary period in the tenure area of ESL at a salary of Step 5 commencing on 9/1/19 and ending on 8/31/23.

Be it further resolved that, to the extent applicable under Education Law Section 3012-d and the accompanying Commissioner's Regulations, in order to be considered for tenure, the above teachers must have received and APPR rating of effective or highly effective in three of the four probationary years and must not receive an ineffective in the fourth year.

##### SUBSTITUTE

NAME	POSITION	AMOUNT
Davidson, Julieanne	Certified Teaching Assistant	\$85.00/day

#### TEMPORARY APPOINTMENT: INSTRUCTIONAL

NAME	POSITION	EFFECTIVE DATE FROM - TO	REMARKS
Farcher, Samantha	Special Ed. Teacher	8/7/19-8/8/19	\$40.00/hr – Phonics Conference
Granberg, Elizabeth	Elementary Teacher	8/7/19-8/8/19	\$40.00/hr – Phonics Conference
Jenkins, Evan	ENL Teacher	8/7/19-8/8/19	\$40.00/hr – Phonics Conference
Moorhus, Jolie	Special Ed. Teacher	8/7/19-8/8/19	\$40.00/hr – Phonics Conference

#### EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
Babcock, Alyssa	6 <sup>th</sup> Teaching Assignment – Science 7	\$8,114.00
Formont, Cheryl	Computer Advisor – Bennett	\$5,307.00
Lastner, Elizabeth	6 <sup>th</sup> Teaching Assignment – English 7	\$8,114.00
Lastner, Elizabeth	Battle of the Books (split w/A. Weisz)	\$1,198.50
Weisz, Amy	Battle of the Books (split w/E. Lastner)	\$1,198.50
Buono, Gabriel	Volunteer – Girls – Soccer	\$0.00
Burkhardt, Patrick	Track-Cross Country-Head Coach	\$4,069.00
Burkhardt, Patrick	Track-Spring-Head Coach (Girls)	\$5,124.00

**TUESDAY, AUGUST 6, 2019**  
**Middle School/High School**

Calinda, Jason	Track-Spring-Head Coach (Boys)	\$5,124.00
DeRuvo, Richard	Fitness Room Advisor II (split w/W. Wall)	\$1,075.00
Gallin, Anne	Track-Modified-Assistant Coach	\$1,543.00
Guest, Samuel	Basketball-Varsity-Head Coach (Boys)	\$5,124.00
Kasprzyk, Christopher	Softball-Varsity-Head Coach	\$4,219.00
Loizou, Phillip	Football-Varsity-Assistant Coach	\$4,371.00
Matteson, Lori	Basketball-Modified-Head Coach (Girls)	\$2,603.00
Occhi, Andrew	Basketball-Varsity-Head Coach (Girls)	\$5,124.00
Occhi, Andrew	Golf-Varsity-Head Coach (Girls)	\$3,167.00
Pezzello, Eric	Wrestling-Varsity-Head Coach	\$5,124.00
Scherer, Rebecca	Tennis-Varsity-Head Coach (Girls)	\$2,828.00
Smith, Sam	Track-Modified-Head Coach (Boys)	\$2,471.00
Wall, William	Fitness Room Advisor II (split w/R. DeRuvo)	\$1,075.00
Warnes, Carsten	Track-Modified-Assistant Coach	\$1,543.00
Weisz, Amy	Track-Modified-Head Coach (Girls)	\$2,471.00
Wilkins, Mark	Basketball-JV-Head Coach (Girls)	\$3,915.00

**RESIGNATIONS: NON-INSTRUCTIONAL**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Collins, Kaitlin	PT School Monitor	8/7/19	To accept FT School Monitor Position
Fisher, Jared	Custodial Worker	7/30/19	Personal
Gordon, Kathryn	PT Food Service Helper	7/31/19	Personal

**LEAVE OF ABSENCES: NON-INSTRUCTIONAL**

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
3962	7/10/19-8/7/19	FMLA-Paid

**APPOINTMENT: NON-INSTRUCTIONAL PROBATIONARY APPOINTMENT**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	SALARY STEP	REMARKS
Collins, Kaitlin	School Monitor	9/3/19-3/2/20	Step 2	Replace C. Iversen
Gates, Amanda*	Administrative Aide/Typist	8/12/19-2/11/20	\$35,000	Replace T. Snyder
Smith, William	Groundskeeper II	8/21/19-2/20/20	Step 2	Replace J. Bennett
Wood, Sharon	School Program Secretary	8/7/19-2/6/20	\$43,850	Competitive Position*

\*pending pre-employment processing

**TEMPORARY APPOINTMENT: NON-INSTRUCTIONAL**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Anderson, Rose Marie	Summer Substitute Bus Monitor	7/1/19-8/31/19	Retro appt.

**11.03 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations**

*Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #8/19, Confidential, as reviewed by Trustee Osmond

**11.04 Warrants**

*Recommended Action:* The Board has reviewed and hereby accepts Warrant Schedule 1

**11.05 Claims Auditor Report**

*Recommended Action:* The Board of Education hereby accepts the Claims Auditor End of Year Report for 2018-2019

## 11.06 Approve Tax Warrant

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve and sign the Tax Warrant authorizing the school district to levy property taxes in the amount not to exceed \$43,640,790 for the 2019-2020 school year.

## 11.07 Declaration of Surplus Items

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District declare the two small sets of bleachers located on the east side of the football field/track as surplus and authorizes the disposal of these items.

## 11.08 Approve Change Order Decreasing Contract with Tri-State Folding Partitions, Inc.

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve Change Order #01 decreasing the contract between Tri-State Folding Partitions, Inc. and the Onteora Central School District for the Folding Partition Project at the Bennett Elementary School in the amount of \$2,411.00 and authorizes the Superintendent to sign such a change order.

## 11.09 Superintendent to attend NYSSBA Convention

*Recommended Action:* The Board of Education hereby approves Victoria McLaren attending the NYS School Board Association annual convention on October 23-October 26 and the fees and expenses related

## 11.10 Approve District Wide Safety Team Members

*Recommended Action:* The Board of Education hereby approves the members of the District Wide Safety Team

## DISTRICT WIDE SAFETY TEAM MEMBERS

Victoria McLaren, Superintendent of Schools/Chief Emergency Officer

Jodi DeLucia, Assistant Superintendent for Curr. and Instruction

Monica LaClair, Assistant Superintendent for Business

Kyle Harjes, Interim Director of Facilities

Nicole Sommer, Director of Transportation

Christine Downs, School Lunch Manager

Lance Edelman, Principal – H.S.

Jennifer O'Connor, Principal – M.S.

Gabriel Buono, Principal – Bennett

Suellen Elmendorf, District Medical Director

Karen Hansen, Middle School Nurse

Sarah Turck, Guidance and Counseling Department Chairperson

Maegan Schenker, Social Worker

Valerie Storey, Board of Education Trustee

Michael O'Rourke, Ulster BOCES Safety and Risk Management

Louis Casciaro, District Insurance Representative/Community Member

Deputy Anthony Scarselli, School Resource Officer

## 11.11 Approve Budget Transfer

*Recommended Action:* BE IT HEREBY RESOLVED, on recommendation of the Superintendent of Schools, that the Board of Education approve the transfer of funds

in the total amount of \$64,014.08 to cover the costs related to retiree incentives, sick and vacation day payouts, in order to close the fiscal year 2018-2019.

#### 11.12 Approve Amendment of Contract of Sale of West Hurley School Property To Cedar Development East, LLC

*Recommended Action:* WHEREAS, by resolution dated February 7, 2017, the Board of Education of the Onteora Central School District ("District") entered into a Contract of Sale for the sale of the former West Hurley Elementary School property to Kerry Danenberg; and WHEREAS, the District consented to the assignment of said Contract of Sale, as amended, from Kerry Danenberg to Cedar Development East, LLC (the "Purchaser"); and WHEREAS, the Purchaser has notified the District that the Purchaser wishes to toll the period of time during which the Purchaser may conduct due diligence activities under the contract so as to allow the Purchaser to complete the State Environmental Quality Review (SEQR) process, obtain site plan and special use permit approval from the Town of Hurley Planning Board ("Town Planning Board"), and obtain a building permit from the Town of Hurley Code Enforcement Officer; and WHEREAS, the District is amenable to tolling due diligence as set forth above, subject to the Purchaser making additional, non-refundable deposits; and WHEREAS, the Parties are desirous of amending the Contract of Sale in order to toll the period of time during which the Purchaser may conduct due diligence activities under the Contract, subject to the Purchaser making additional, non-refundable deposits: NOW, THEREFORE, BE IT RESOLVED THAT, the Board of Education of the Onteora Central School District approve an amendment to the Contract of Sale with the Purchaser of the former West Hurley Elementary School property, upon such terms and conditions as set forth in the Amendment to Contract of Sale, a copy of which is annexed hereto as Exhibit "A;" and BE IT FURTHER RESOLVED THAT, the Board President is authorized to execute such Amendment to Contract of Sale, a fully executed copy of which shall be placed on file with the District Clerk.

### 12. Committee Reports

12.01 Facilities Committee - Trustee Storey to report. Next meeting is in the Central Conference Room at 3:45 on 9/16/19

- Walked the bleacher project
- Did more drainage investigation for field hockey and baseball field
  - More investigation is needed – possibly save money
- Looking for additional members

### 13. New Business

13.01 The Board will discuss New Business

Committees Members for 2019-2020:

Facilities – Trustee Kurnit, Trustee Storey

Policy – Trustee Salem, Trustee Kurnit, Trustee Osmond

Health & Wellness – Trustee DeJesus, Trustee Ratcliff

Audit - Trustee Salem, Trustee Warren

9-12 level course syllabus should be available on line for students and parents

- Teachers have set up Google Classroom – will be available there
- Need consistency among teachers

### 14. Old Business

14.01 The Board will discuss Old Business

- Board to have photo IDs to go into school buildings
  - Every school district in Ulster gives Board photo ID
- Schedule U and IEP training process
  - Attorney is coming on August 20<sup>th</sup> to meet with Board

- Asked for anything specifically interested in hearing
  - See a redacted IEP

## 15. Request For Information

### 15.01 Discuss Requests for Information

Trustee Osmond asked K-12 what civics is being taught at each grade level and how-if pertinent

Trustee Storey asked if the Board members can get school badges?

Trustee Ratcliff asked:

- Were parents' issues who spoke at Public Be Heard about their child's IEPs resolved?
- When will elementary school children find out classes and teachers?

Trustee Salem asked where we are with advisors for student government

- Reached an agreement with OTA for an MOA for a HS student Government advisor

## 16. Adjournment

16.01 Adjourn Meeting. Next meeting Tuesday, August 20, 2019 in the MS/HS (proposed 8:00)

*Recommended Action:* The meeting is adjourned at 8:05

Motioned: Trustee Storey


Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Kurnit, Trustee Warren

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Kevin Salem, Laurie Osmond, Valerie Storey, Bennet Ratcliff, Rob Kurnit, Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## WORKSHOP MEETING

5:30 p.m.

**TUESDAY, AUGUST 20, 2019**

Middle School/High School

## MINUTES

### 1. Opening Items

- 1.01 Call to Order 5:30
- 1.02 Tobacco Policy
- 1.03 Pledge of Allegiance
- 1.04 Roll Call

Present: Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Warren

### 2. Acceptance of Minutes

- 2.01 Acceptance of Minutes

*Recommended Action:* The Board of Education hereby accepts the minutes of the August 6, 2019 Board Meeting

Motioned: Trustee Ratcliff

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Warren

### 3. Superintendent District News

- 3.01 The Superintendent will report District News

- Press Box/Bleacher – The contractors are continuing on the retaining wall and the new water line to Bennett
  - Once the new water line passes inspection, asphalt will be laid for the new parking lot that will allow for handicap accessibility to the new press box/bleacher along with the fencing along the top
  - Still awaiting a definitive date for delivery of the Press Box/Bleacher system but we are still on schedule for a mid-fall completion
    - An issue did arise with the concrete that was poured for the pad of the Press Box/Bleacher
      - Test results for the footing concrete did not meet specifications
- The Bennett Partition installation has been more challenging than anticipated
  - Is operational, but needs work
- Received some updated information on the new law that allows for cameras to be placed on school buses to record motorists that pass a school bus
  - In a document that was provided by the Ulster County Sheriff's Office, it is clearly stated that the cost of the camera systems is to be paid by the municipality, and not the school district through an agreement with the county
    - The school district would also not have any access to the images

from the camera system

- Received notice today that a federal court in Brooklyn denied the motion for a preliminary injunction filed by a group of parents and students with disabilities seeking to overturn the repeal of the religious exemption that previously existed
  - This is not the end of this legal process, but for now, the Public Health Law does not include a religious exemption and we are required to follow the law
- Continuing issues on the field hockey field so re-orienting to avoid the large wet area that is in the baseball field baseline
  - Have a new groundskeeper starting work tomorrow so should be better equipped to maintain the fields in the manner needed
- Our Administrative retreat is this week on Thursday and Friday- working with the Morningside Institute for Teaching Social Responsibility to plan the District Wide roll out of our Social Emotional Learning and Equity initiative
  - Will be our K-12 priority for this year
  - Identified that we needed to bring equity work to the District two years ago and rolled it out at the secondary level last year
  - Given the many pressures that our students are faced with, we feel strongly that we need to address Social Emotional Learning as well as equity as we expand to the entire district
  - This is going to be a multi-year initiative that we are dedicated to and we are excited to be able to provide these tools to the staff in order to support to the students
- Tax bills were printed today and Monica will give us a brief update on the tax rates now
- Assistant Superintendent for Business Monica LaClair
  - Discussed comparison of tax rates amongst towns
  - Levy is 2.36%

Discussed:

- Architect Clark Patterson Lee is doing an imaging of entire field, so see where pipes are underground to make digging easier
- Equalization rate equalizes the rate amongst the towns

#### **4. Board District News**

- 4.01 The Board will report District News  
No news was reported

#### **5. Acknowledge Public Be Heard Comments**

- 5.01 The Board will acknowledge the public be heard comments from the last meeting  
No comment was made at the last meeting

#### **6. Public and Student Comment**

- 6.01 Public and Students may comment on any agenda or non-agenda item  
Lindsay Shands – Fields are still an issue and have been for over 10 years. Muddy, un-mowed field is dangerous for students. Today is day 2 of pre-season and fields are not ready. Make Football field an all-purpose field. Be sure athletics get the same

attention as academics.

Rita Vanacore – Created foundation called Imagine Onteora in 2009 to raise money and purchase things for the students that the district cannot. It is a not-for-profit so we can accept donations, which are tax deductible. Can hold funds for organizations so people don't hold it in their personal accounts. Working with the Booster Clubs to help clubs raise money. Hopes the Booster Club can involve all the clubs, not just athletics.

## 7. Discussion & Possible Action

### 7.01 Discussion of Board Goals for 2019-2020

The Board continued the discussion of the 2018-2019 Board goals

- Board members should come up with additional language for next meeting
- Look at the goals again during the year – stay engaged

### 7.02 Memorandum of Agreement for new Student Affairs Council Advisor (HS) stipend

*Recommended Action:* The Board of Education hereby approves MOA number 08202019 for Student Affairs Council for the HS

7:15

Motioned: Trustee Salem

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Warren

### 7.03 Memorandum of Agreement for new Human Rights Club Advisor Stipend

*Recommended Action:* The Board of Education hereby approves MOA number 08202019A for a Human Rights Club Advisor

Motioned: Trustee Ratcliff

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Warren

### 7.04 Accept Safety Plan

*Recommended Action:* Be it resolved that upon the recommendation of the Superintendent, the Board of Education of the Onteora Central School District does accept the Draft District Safety plan

Motioned: Trustee Salem

Seconded: Trustee Storey

- Met yesterday – draft policy – will be changes
- To be compliant with regulations, must approve now and in 30 days (after comment period) will adopt
- Response is not a prioritized list, dependent on situation
  - Clarify in plan
- Committee meets 4 times a year required committee to discuss issues around health and safety – air quality complaints, check on capital projects, accidents



in buildings, health situations, insurance carrier participates

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Warren

#### 7.05 Abolish Position

*Recommended Action:* The Board of Education hereby abolishes the following position: 1.0 FTE Account Clerk/Typist

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Warren

#### 7.06 Discuss Daily Freeman and New York Times Digital Subscriptions

The Daily Freeman subscription is \$133 for the first year and 5 devices can use an account. We have 1 account that has 3 users left, so we can get 1.

The New York Times digital subscription is \$52 for the first year and \$195 after that. Five devices can use an account, so we would need 2.

Albany Times Union is \$10 per month, get more information

- Discussed ways viewing papers now and advantages
- Do grid for next meeting of costs

#### 7.07 Board Members to Conferences

*Recommended Action:* The Board of Education approves any trustee to attend the Rural Schools Conference, NYSSBA Convention and NYSSBA Capital Conference with all related expenses

Motioned: Trustee Salem

Seconded: Trustee Storey

- So the Board does not have to vote each time a Board member wants to attend these conferences

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Warren

#### 7.08 Discuss Board Retreat

- Trustee Osmond has lined up a facilitator
- Maybe time for Morningside Institute to work with Board on social-emotional inequities
- At retreat work on collaboratively working on goals

### 8. Independent Contract Retainers

## 8.01 Approve all ICRs

*Recommended Action:* The Board of Education hereby approves the Independent Contract Retainers in items 8.02-8.03

Motioned: Trustee Salem

Seconded: Trustee Ratcliff

- Ms. Snyder retired from Business Office after many years, still need her for training on some large projects
  - Become more efficient with 1 less staff member

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Warren

## 8.02 ICR - Morningside

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Morningside Center for Teaching Social Responsibility effective August 22, 2019 to August 23, 2019; total services billed not to exceed \$4,659.00, which includes retreat facilitation, mileage, tolls, lodging, and meals, and authorizes the Superintendent to sign such an agreement.

## 8.03 ICR - Snyder

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the Independent Contractor Retainer between the Onteora Central School District and Teresa Snyder as a Health Insurance/Personnel Trainer for the Central Administration Office effective August 29, 2019 to December 31, 2019 the rate of \$30.00 per hour to a maximum of \$2,000.00 and authorizes the Superintendent to sign such an agreement

## 9. Consent Agenda

## 9.01 Approve Consent Agenda

*Recommended Action:* The Board hereby approves item numbers 9.02-9.08

Motioned: Trustee Ratcliff

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Warren

## 9.02 Personnel Agenda

**RESIGNATIONS: INSTRUCTIONAL**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Cristian, Erika	School Psychologist/HS	8/13/2019	Personal

**LEAVE OF ABSENCES: INSTRUCTIONAL**

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
3813	9/19/19-10/27/19*	FMLA-paid

\*approx. dates

**SUBSTITUTE**

NAME	POSITION/SCHOOL	EFFECTIVE DATE FROM - TO	PAY RATE	REASON
Clarke, Joseph	Special Education/MHS	9/1/19-11/1/19	1MA	Leave Replace #1870

**TEMPORARY APPOINTMENT: INSTRUCTIONAL**

NAME	POSITION	EFFECTIVE DATE FROM - TO	REMARKS
Bishop, Ashley	School Monitor	8/27/19-8/30/19	Hourly rate– TCI training
DeSantis, Ernie	Teaching Assistant	8/27/19-8/30/19	Hourly rate– TCI training
Farcher, Samantha	Special Ed. Teacher	8/27/19-8/30/19	\$40.00/hr – TCI training
Granberg, Elizabeth	Elementary Teacher	8/27/19-8/30/19	\$40.00/hr-TCI training
Harkin, Alexandra	Speech Pathologist	8/27/19-8/30/19	\$40.00/hr – TCI training
Moorhus, Jolie	Special Ed. Teacher	8/27/19-8/30/19	\$40.00/hr – TCI training
Ojarovsky, Lynn	Teaching Assistant	8/27/19-8/30/19	Hourly rate– TCI training

**EXTRA DUTY STIPENDS**

NAME	POSITION	AMOUNT
Ciaccio, Pamela	Elem. Resource Phoenicia 1 (Split w/ J. Wolfrom)	\$1,069.00
Lustberg-Goldbeck, Kay	Community Mentor Coordinator	\$25,735.00
Occhi, Andrew	Liaison- Health/PE	\$ 2,082.00
Wolfrom, Jane	Elem. Resource Phoenicia 1 (Split w/ P. Ciaccio)	\$1,069.00
Pezzello, Eric	JV Boys Soccer Coach (8/19/19 – 11/1/19)	\$3,618.00

**APPOINTMENT: NON-INSTRUCTIONAL  
PROBATIONARY APPOINTMENT**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	SALARY STEP	REMARKS
Forte, Joseph*	School Monitor/District	9/3/19– 3/2/20	Step 1	New Position
Hall, Raymond	Custodial Worker/District	8/21/19-2/20/20	Step 1	Replace J. Fisher
Johnan, Catherine*	School Monitor/District	9/3/19– 3/2/20	Step 1	Replace L. Silver

\*pending pre- employment processing

**APPOINTMENT: NON-INSTRUCTIONAL**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Link, Margaret	12 Month 40 hr. Typist	9/1/19	Increase hrs. from 37.5

**9.03 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations**

*Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #8/19, Confidential, as reviewed by Trustee Osmond

**9.04 Superintendent to NYSCOSS**

*Recommended Action:* The Board of Education hereby approves Victoria McLaren to attend the NYS Council of School Superintendents Fall Leadership Summit with all related expenses.

**9.05 Approve Inter-School Transfers**

*Recommended Action:* The Board of Education hereby approves the following Inter-School Transfers:

1st grade from the Phoenicia School to the Woodstock School  
1st grade from the Woodstock School to the Phoenicia School  
Kindergartener from the Woodstock School to the Phoenicia School

9.06 Financial Report - Quarterly

*Recommended Action:* The Board of Education has read and hereby accepts the Financial Report for the quarter ending June 2019

9.07 Other Appointments Revision

*Recommended Action:* Fingerprinting: Reimbursement per District Policy \$101.75

9.08 Award bid for Wood Pellets

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the award of the bid for Wood Pellets for the Phoenicia Elementary School based on the bid documents of August 15, 2019 to the lowest responsible bidder in the amount of \$236.00 per ton (includes delivery) and authorizes the Superintendent to sign such an agreement.

**10. New Business**

10.01 The Board will discuss New Business  
No New Business was discussed

**11. Old Business**

11.01 The Board will discuss Old Business  
7:45

- Reschedule IEP & Schedule U Training that should have been tonight
  - Maybe before Sept. 10<sup>th</sup> meeting

**12. Request For Information**

12.01 Discuss Requests for Information

Trustee Storey asked:

- Who is responsible for checking to be sure students' IEP and schedule is being followed?
- Where are we with non-immunized students?

Trustee Kurnit asked:

- Teachers will have new FOBs now – will be an ID card
  - There will be additional access points with Smart Schools act money
  - Also Board Photo IDs

**13. Adjournment**

13.01 Adjourn Meeting. Next meeting Tuesday, September 10, 2019 in the Woodstock School)

*Recommended Action:* The meeting is adjourned at 8:00

Motioned: Trustee Salem

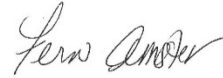
Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Warren

Minutes Recorded by Fern Amster,  
District Clerk

A handwritten signature in cursive script, appearing to read "Fern Amster".

Board of Education: Kevin Salem, Laurie Osmond, Valerie Storey, Bennet Ratcliff, Rob Kurnit, Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## SPECIAL MEETING

8:00 a.m.

## MINUTES

**FRIDAY, AUGUST 30, 2019**

Central Administration Conference Room

### 1. Opening

1.01 Call to Order 8:06 am

1.02 Tobacco Policy Statement

1.03 Roll Call

Present: Trustee Kurnit, Trustee Ratcliff, Trustee DeJesus, Trustee Storey

Not Present: Trustee Osmond, Trustee Warren, Trustee Salem

### 2. Action

2.01 Consent Agenda

*Recommended Action:* The Board of Education hereby approves items 2.02 - 2.03

Motioned: Trustee Ratcliff

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Kurnit, Trustee Ratcliff, Trustee DeJesus, Trustee Storey

Not Present: Trustee Osmond, Trustee Warren, Trustee Salem

2.02 Personnel Agenda

#### **RESIGNATIONS: INSTRUCTIONAL**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Clarke, Joseph	Special Education/MHS	9/1/19	Personal

#### **APPOINTMENT: INSTRUCTIONAL**

##### **FULL-TIME PROBATIONARY APPOINTMENT**

NAME	CERTIFICATION	TENURE	PROB.
DATES	SALARY	REMARKS	
Cristian, Erika	School Psychologist	Psychology	9/1/19-8/31/23 2M Replace H. Hartman

#### **EXTRA DUTY STIPENDS**

NAME	POSITION	AMOUNT
Elmendorf, Suellen	District Nursing Coordinator	\$2,615.00
Perls-Shultis, Robin	TUFS Advisor	rescind

#### **SUBSTITUTE**

NAME	POSITION	EFFECTIVE
DATE	SALARY	REASON
Amodeo, Bernadette	LMS/Bennett	9/1/19-6/30/20 1M Replace R. Renahan

NAME	POSITION	AMOUNT
Zwilling, Marcia*	Uncertified Teaching/TA sub	Per BOE approved rates

\*pending pre-employment processing

#### **LEAVE OF ABSENCES: NON-INSTRUCTIONAL**

EMPLOYEE	EFFECTIVE DATE	REASON
NUMBER	FROM - TO	
2299	9/9/19-10/15/19	FMLA-Paid

#### **APPOINTMENT: NON-INSTRUCTIONAL PROBATIONARY APPOINTMENT**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	SALARY STEP	REMARKS
Lane, Kaitlin	Part-time Food Service Helper	9/3/19	Step 2	Replace K. Gordon

### 2.03 ICR

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Leslie Sawhill effective September 16, 2019 to November 15, 2019; total services billed not to exceed \$1500.00, and authorizes the Superintendent to sign such an agreement.

## 3. Adjournment

### 3.01 Adjourn Meeting

*Recommended Action:* The meeting is adjourned at 8:08

Motioned: Trustee Storey

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Kurnit, Trustee Ratcliff, Trustee DeJesus, Trustee Storey

Not Present: Trustee Osmond, Trustee Warren, Trustee Salem

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Kevin Salem, Laurie Osmond, Valerie Storey, Bennet Ratcliff, Rob Kurnit,  
Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## REGULAR MEETING

6:30 p.m.

## MINUTES

**TUESDAY, SEPTEMBER 10, 2019**

WOODSTOCK SCHOOL

### **1. Opening Items**

1.01 Call to Order 6:30

1.02 Tobacco Policy

1.03 Pledge of Allegiance

1.04 Roll Call:

Present: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

#### Executive Session

Enter executive session to discuss the employment of a particular person

Motioned: Trustee Osmond

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

Motion to exit executive session and return to public session

Motioned: Trustee Ratcliff

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

### **2. Acceptance of Minutes**

2.01 Acceptance of Minutes

*Recommended Action:* The Board of Education hereby accepts the minutes of the August 20, 2019 and August 30, 2019 Board Meetings

Motioned: Trustee Kurnit

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

### **3. Welcome**

3.01 Woodstock Principal, Scott Richards will welcome the Board (proposed 6:35 duration 10 min)

- One of the easiest school openings he has experienced in 18 years
- Changed Kindergarten orientation – found too many people in small classrooms in hot weather gives a bad first impression
  - Parents went to cafeteria with principal and staff, then the PTA spoke and gave a building tour
  - Parents switched to classroom, students to Specials
  - Activity in cafeteria



- Open House date is Sept. 18<sup>th</sup>
- Science room started last year – grant for equipment for that room
- 10 Ipads in Kindergarten, 10 Chromebooks in classrooms, Technology Specialists in schools
- Ms. Savatgy worked hard this summer organizing libraries in Woodstock and Phoenicia
- Schedule changes – grade level teachers have blocks of time for reading, math, writing at the same time
  - Allows AIS teachers more flexibility for Tier 3 interventions
- Pushed pick up time to 3:25 from 3:20
  - Last period ends at 3:18, but was not enough time to complete work

#### **4. Presentation- External Auditor**

4.01 Mike Rossi, from West and Co. will present the findings of the External Audit (proposed 6:45 duration 20 min)

- Audit committee meeting yesterday – reviewed financial statement
  - Job is to review and recommend to the Board for acceptance
- Independent Auditor Report gives highest position in profession
  - Very good staff operating school district
  - From Superintendent to Treasurer – all honest and open

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Ontario Central School District accept the External Audit Report for the 2018-2019 School Year.

Motioned: Trustee Salem

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

#### **5. Superintendent District News**

5.01 The Superintendent will report District News (proposed 7:05)

7:44

- District Treasurer has done outstanding job, she does most of the work for the audit
- Smooth opening of school – thanks to principals and supervisors
- Bus contractor has been working with us to get all of our runs covered and on time
  - There has already been a significant improvement since the first day of school in terms of the runs being timely
- Kindergarten Orientation went well, but we may be looking to restructure it moving forward because buses have difficulty getting from the elementary drop offs back out to pick up the Kindergarten students and parents
  - Turn-around time is so short, end up being late on the Kindergarten pickups - our newest families
- Began discussing a problem with allowing alternate transportation arrangements for students
  - Will review how things are happening now, and how we can provide

more structure with Cabinet and PTA Leaders

- Have an ICR on the agenda with the Morningside Center for Teaching Social Responsibility
  - Will be an expansion on the equity work that was begun last year
  - Will be immersive at the elementary level with all teachers except 4<sup>th</sup> grade receiving multiple days of training on the curriculum plus classroom based coaching
    - The 4<sup>th</sup> grade is implementing a one-to-one Chromebook initiative, and so they will take on this higher level of training next year
    - The 8<sup>th</sup> and 9<sup>th</sup> grade teams will participate in the more intense implementation, and next year we will continue the roll out by grade level
    - All instructional staff will participate in training provided by Morningside on the Superintendent's Conference Days
      - Will train staff in facilities, transportation and school lunch departments in for exposure and training
      - Is a multi-year initiative
- Homecoming is on September 21<sup>st</sup>
  - Complicated by the capital work as well as the fact that it is earlier in the year than it has been previously
  - A huge thank you to the Principals, Athletic Director and Director of Facilities for all of the work involved in planning this event
    - Thank you to the Booster Club and Imagine Onteora for their contributions
- School pictures for IDs – just a reminder for Trustees that the pictures will be taken on Wednesday and Thursday in the MS/HS Auditorium.

#### 5.02 Assistant Superintendent for Business, Monica LaClair will give an update on the Capital Projects

- All issues with concrete resolved
- All work is done, just waiting for press box and bleachers
  - Supposed to be delivered Sept. 16<sup>th</sup>
- Planning on having a game with a Grand Opening
- Utica National risk assessor – found our plans for fire drills and emergencies to be fine
- All capital projects are complete except the press box and bleachers

#### Discussion:

- Field is so small with the track, hard to do soccer there
  - Can play field hockey on that field
- Can't change Homecoming plans now, even if press box/bleachers come in

## 6. Board District News

### 6.01 The Board will report District News

- Trustee Ratcliff reported:
  - Got a great car wash from the Girls Field Hockey Team
    - Wishes them a great season – great spirit

- Commend Junior National Honor Society who came to school for 7<sup>th</sup> grade walk through
  - Were helpful and polite

## 7. Acknowledge Public Be Heard Comments

7.01 The Board will acknowledge the public be heard comments from the last meeting  
Lindsay Shands, Rita Vanacore

## 8. Public and Student Comment

8.01 Public and Students may comment on any agenda or non-agenda item (proposed 7:15 duration 10 min or more)  
No comment was made

## 9. Presentation

9.01 Watch and Discuss TEDx Talk, "If Not Us, Who? Rethinking Change in Education"  
(proposed 7:20 duration 25 min)

8:10

Technical difficulties so Trustee Salem gave summary:

- He is a MS Principal and a year after the talk, homework would count as no more than 5%, no homework on weekends or breaks, other evaluation methods changed
- Students came to him with petition, took an action with teachers and students
- Made change for mental health of students

## 10. Discussion & Possible Action

10.01 Discussion of Board Goals for 2019-2020 (proposed 7:45 duration 45 minutes)  
8:15

The Board of Education discussed their 2019-2020 goals

10.02 Discuss Digital Newspaper Subscription (proposed 8:30 duration 15 min)

- Board members have trouble reading educational articles, can't get it because don't have an account

Motioned: Trustee Ratcliff

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

Paper	First Year	Second Year	# of accounts needed	Total First Year	Total Second Year
Albany Times Union	\$110.40	119.40	2	\$220.80	\$238.80
Daily Freeman	\$133.00	\$144.00	1	\$133.00	\$144.00
NY Times Education discount	\$96.00	\$96.00	2	\$192.00	\$192.00
				\$545.80	\$574.80

## 11. Break

11.01 The Board will take a break (proposed 8:45)  
The Board did not take a break

## 12. NYSSBA Resolutions

12.01 The Board will review the NYSSBA proposed resolutions (proposed 8:50 duration 20 min)

No rebuttals from Board – vote at next meetings

### 13. Independent Contract Retainers

13.01 Approve all ICRs (proposed 9:10)

*Recommended Action:* The Board of Education hereby approves the Independent Contract Retainers in items 13.02-13.06

Motioned: Trustee Salem

Seconded: Trustee Osmond

- Morningside has 2 presenters – K-6 and 7-12 for facilitating and coaching
  - Coaching will be for 75 staff, rest of staff will be next year
  - Roll out grade level curriculum kits called Restore 360
  - Grant funding increase significantly – will cover cost of Morningside
    - Easily accommodated within budget

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

13.02 ICR - Meteor

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Ontario Central School District approve the Independent Contractor Retainer between the Ontario Central School District and Meteor Education, LLC effective 9/11/19 – 6/30/20 at a rate of \$2,850.00 per day not exceeding \$22,800.00 for onsite service training and authorizes the Superintendent to sign such an agreement.

13.03 ICR - Savatgy for Woodstock School

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Ontario Central School District approve the Independent Contractor Retainer between the Ontario Central School District and Matthew Savatgy retained as Woodstock Environmental Scientist in Residence effective 9/23/19 – 5/29/20 at a rate of \$1,500.00 per residency. To be paid 11/5/19, 2/28/20 and 5/29/20 and authorizes the Superintendent to sign such an agreement.

13.04 ICR - Savatgy for Bennett School

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Ontario Central School District approve the Independent Contractor Retainer between the Ontario Central School District and Matthew Savatgy retained as Bennett Environmental Scientist in Residence effective 9/23/19 – 5/29/20 at a rate of \$3,000.00 per residency. To be paid 11/5/19, 2/28/20 and 5/29/20 and authorizes the Superintendent to sign such an agreement.

13.05 ICR - National Theatre for Children

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Ontario Central School District approve the Independent Contractor Retainer between the Ontario Central

School District and The National Theatre for Children effective 11/1/19 – 11/1/19 at a free rate per session and authorizes the Superintendent to sign such an agreement.

#### 13.06 ICR - Morningside

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Ontario Central School District approve the Independent Contractor Retainer between the Ontario Central School District and Morningside Center for Teaching Social Responsibility effective 9/11/19 – 6/30/20 at an amount not exceeding \$115,925 for onsite training and professional development and authorizes the Superintendent to sign such an agreement.

### 14. Consent Agenda

#### 14.01 Approve Consent Agenda (proposed 9:15)

*Recommended Action:* The Board hereby approves item numbers 14.02 - 14.10

Motioned: Trustee Ratcliff

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

#### 14.02 Personnel Agenda

##### LEAVE OF ABSENCES: INSTRUCTIONAL

EMPLOYEE NUMBER	EFFECTIVE DATE	FROM - TO	REASON
1579	9/3/19-10/11/19		

##### EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
Turck, Sarah	National Honor Society – Advisor 1	\$ 706.00
Loheide, Laura	National Honor Society – Advisor 2	\$ 706.00
Connolly, Brian	Association of Student Government	\$2,039.00
Connolly, Brian	Student Affairs Council-(HS)	\$2,039.00
Downs, Christine	Belleayre Bash Advisor	\$2,030.00
Frاندino, Megan	Yearbook Advisor (MS)	\$1,732.00
Harrington, Brooke	Volleyball-JV-Assistant	\$3,014.00
Knoche, Stephen	Human Rights Club Advisor	\$1,298.00
Liverani, Mike	Football Varsity-Assistant Coach	\$4,371.00
Matteson, Eric*	Football Modified-Assistant Coach	\$2,471.00
*Pending pre-empl. processing*		
Sidler, Anita	Art Club Advisor (MS)	\$1,202.00

##### PERMANENT STATUS

The following NON-INSTRUCTIONAL personnel have served a probationary period and are recommended to PERMANENT STATUS consistent with the applicable laws and regulations of the State of New York:

NAME	POSITION	PROBATIONARY DATE	PERMANENT DATE
Brower, Alison	Nurse	1/23/19	9/22/19

##### TEMPORARY APPOINTMENT: INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE FROM - TO	AMOUNT
Hansen, Karen	Summer Nursing Hours(MS)	7/1/19-8/31/19	12.5hrs.
Blakely, Sabrina	Summer Nursing Hours(HS)	7/1/19-8/31/19	22hrs.

**RESIGNATIONS: NON-INSTRUCTIONAL**

NAME	POSITION	EFFECTIVE DATE	REASON
Harjes, Kyle	Assistant Director of Facilities	9/11/19	To accept Director of Facilities position

**APPOINTMENT: NON-INSTRUCTIONAL**

NAME	POSITION	PROBATIONARY PERIOD	SALARY	REMARKS
Harjes, Kyle	Director of Facilities	9/11/19-3/10/20	\$92,000	Replace J. Mance

**SUBSTITUTE**

NAME	POSITION	AMOUNT
Schmidt, Sara	Uncertified Teaching Assistant	\$75.00/day
Schmidt, Sara	Uncertified Teacher	\$85.00/day
Vanleuvan, Robert	Custodial Worker	\$13.00/hr

#### 14.03 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations

*Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #9/19, Confidential, as reviewed by Trustee Ratcliff

#### 14.04 Approve Inter-School Transfers

*Recommended Action:* The Board of Education hereby approves the following Inter-School Transfers:

- 1st grade from the Phoenicia School to the Woodstock School
- 1st grade from the Woodstock School to the Phoenicia School
- Kindergartener from the Woodstock School to the Phoenicia School
- Kindergartener from the Woodstock School to the Phoenicia School

#### 14.05 Approve Facilitator for Board Retreat

*Recommended Action:* The Board of Education hereby approves the Idea Champions as the facilitator for the Board of Education Retreat on September 26, 2019

#### 14.06 Settlement

*Recommended Action:* BE IT RESOLVED, that the Board of Education of the Ontario Central School District does hereby approve the Stipulation of Settlement and Release ("Agreement"), dated August 28, 2019, regarding employee #09202019 in accordance with its terms and conditions.

#### 14.07 Extra Curricular Activities Report - End of year

*Recommended Action:* The Board of Education hereby approves the ECA end of year report

#### 14.08 Revise Reorganization Meeting Items

*Recommended Action:*

Deputy District Treasurer: Amanda Gates -0-  
Alternate Check Signature: Amanda Gates -0-

#### 14.09 Change Order

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Ontario Central School

District approve Change Order #01 increasing the contract between Kingston Equipment Rental, Inc. and the Onteora Central School District for the Building & Site Improvements in the amount of \$13,329.23 and authorizes the Superintendent to sign such a change order.

**14.10 Grant Awarded**

*Recommended Action:* The Superintendent recommends acceptance of a grant totaling \$9,000.00, CASH, from the Catskill Watershed Corporation to be used for the Bennett Intermediate School – Round 22 Watershed Education Grant. The Superintendent recommends approval to increase 2019-2020 budget code A2110.431.03 (Supplemental) by \$9,000.00

**15. Committee Reports - no committees have met**

**16. New Business**

**16.01 The Board will discuss New Business**

No new business was discussed

**16.02 Book Review (duration 15 min)**

Each Board member to talk about a book they read this summer

Motion to table until next meeting

Motioned: Trustee Osmond

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee Warren, Trustee DeJesus  
Trustee Osmond

**17. Old Business**

**17.01 The Board will discuss Old Business**

**18. Request For Information**

**18.01 Discuss Requests for Information**

Trustee Storey – How do stipends work? Summer Academy – principal got stipend and salary for whole time

- They are being compensated for additional work – expected to complete regular work as well

**19. Adjournment**

**19.01 Adjourn Meeting. Next meeting Tuesday, September 24, 2019 in the Bennett School (proposed 9:40)**

*Recommended Action:* The meeting is adjourned at 10:05

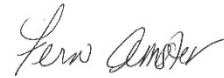
Motioned: Trustee Storey

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee Warren, Trustee DeJesus  
Trustee Osmond

Minutes Recorded by Fern Amster,  
District Clerk

A handwritten signature in cursive script, appearing to read "Fern Amster".

Board of Education: Kevin Salem, Laurie Osmond, Valerie Storey, Bennet Ratcliff, Rob Kurnit,  
Robert Burke Warren, Dafne DeJesus



# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## WORKSHOP MEETING

6:00 p.m.

## MINUTES

**TUESDAY, SEPTEMBER 24, 2019**

**BENNETT SCHOOL**

### **1. Opening Items**

1.01 Call to Order 6:00

1.02 Tobacco Policy

1.03 Pledge of Allegiance

1.04 Roll Call:

Present: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

Not Present: Trustee Salem

### **2. Public Hearing**

2.01 The President will open the Public Hearing on the District Safety Plan

No one was present to comment

2.02 The President will close the Public Hearing on the District Safety Plan

### **3. Acceptance of Minutes**

3.01 Acceptance of Minutes

*Recommended Action:* The Board of Education hereby accepts the minutes of the September 10, 2019 Board Meeting

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

Not Present: Trustee Salem

### **4. Welcome**

4.01 Bennett Principal, Gabriel Buono will welcome the Board (proposed 6:10 duration 10 min)

- Thanks for allowing him to be a volunteer Girls' Modified Soccer Coach
- Positive start to school year – the best opening ever had
- Thanks to Bennett Nurse & District Medical Director, Suellen Elmendorf for dealing with the immunizations
  - Should be rectified in next couple of days

Discussion:

- Not voted on student government yet – students are still campaigning
  - Election date is not set, send date for Board to observe
  - Ms. Formont and Ms. Mayone are the advisors – set the students up for success

## 5. Presentation- Dr. Baughman

5.01 Dr. Baughman will present his progress on Grade Configuration and Building Utilization (proposed 6:20 duration 20 min)

- Accomplished:
  - Reviewed documents
  - Met with administrators and supervisors
  - School enrollment analysis through 2029
  - Spent time with Superintendent, Assistant Superintendent for Curriculum & Instruction, Director of Transportation, Assistant Superintendent for Business
  - Looked at student achievement – challenge of finding similar districts
    - Looked at sparsity – amount of children per square mile and room to find another district – very difficult, Onteora is unique
  - Developed draft online community survey – wanted a transparent review process that encouraged the community to give input
    - Available online October 16<sup>th</sup> through November 6<sup>th</sup>
    - Looking to provide copies through towns or libraries for those without online access
  - Met with OTA President and asked that the executive board encourage teachers to participate
- Planning:
  - Will be community outreach – Oct. 29<sup>th</sup> 6-7:30 Community Open Forum – review of study, look at scenarios and pros and cons
  - Online survey makes clear that the Board is not examining making any changes in current configuration of schools – is for future planning
  - Also, on Oct. 29<sup>th</sup> meetings with staff, PTA, Booster Club, Student government, parents, business people
- Not Yet Done
  - Analyze survey results – through text analysis because open ended questions- looking for similarities in text
  - Analysis of data – trends and what they mean
  - Hoping to report to the Board Dec 19<sup>th</sup> or Jan 7<sup>th</sup>

### Discussion:

- Bi-lingual families – have not talked about it yet
  - PPS Dept. is planning an information night, can give them survey
- Working with Superintendent and principals to provide access to meet with staff providing time at 4pm on Oct. 29<sup>th</sup> as open forum
- Interviews with staff would need a cross section of grades

## 6. Superintendent District News

6.01 The Superintendent will report District News (proposed 6:40)

- Homecoming was this past Saturday
  - Was the most well attended Homecoming
  - The day was a success due to the efforts of the Athletic Director, Director of Facilities and staff, PE staff, HS Principal, School Lunch Manager, the Booster Club and students
- Thanks to nurses and Principals for working with our families on the immunization issue

- Continues to be a difficult issue for many families as the Department of Health was issuing updated clarification as late as two days before the deadline that was set in law in June
- Theatre production this year will be The Tempest
- Superintendent's Conference day is on Friday
  - Rolling out our initiative with the Morningside Center for Teaching Social Responsibility
    - There will also be professional development related to the new active learning spaces, curriculum development work, new technology integration specialists, and much more
- All buildings had successful Open Houses
- We received a letter from the School of the Art Institute of Chicago this week
  - An Onteora students is now attending their school
    - Wrote to tell us what a wonderful addition this student is to their program
    - The support received in our District for his art is evident

## 7. Board District News

### 7.01 The Board will report District News

Trustee Storey reported that there were so many HS parents at Homecoming – thank you to all who helped

Trustee Kurnit reported that Homecoming was exciting and everyone had a good time

Trustee Osmond reported that Homecoming showed the spirit and beauty of our campus

Trustee Ratcliff attended the MS Open House- each teacher had a great presentation

Trustee DeJesus reported:

- Homecoming – enthusiastic and proud athletes
- Phoenicia Open House – staff and teachers are wonderful and loving
  - Nice sense of community

## 8. Acknowledge Public Be Heard Comments

8.01 The Board will acknowledge the public be heard comments from the last meeting  
No comments were made at the last meeting

## 9. Public and Student Comment

9.01 Public and Students may comment on any agenda or non-agenda item (proposed 6:55 duration 10 min or more)  
No comment was made

## 10. Discussion & Possible Action

### 10.01 Donation

*Recommended Action:* The Superintendent recommends acceptance of a donation totaling \$3,908.00 CASH, from The Fastman/Stern Families to purchase an Outdoor

Portable Scoreboard. The Superintendent recommends approval to increase the 2019-20 Budget line A2855.431.18 (Athletic Supplemental) by \$3,908.00

Motioned: Trustee Storey

Seconded: Trustee Kurnit

- Thank you Fastman/Stern families –unparalleled generosity

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee

Warren, Trustee DeJesus

Not Present: Trustee Salem

10.02 The Board will vote on the NYSSBA proposed resolutions Numbers 1-13 (proposed 7:05 duration 20 min)

1. RESOLVED, that the New York State School Boards Association take a leadership role in encouraging school boards to develop successful strategies for integrating respect for differences into the educational experience. In carrying out this mission, NYSSBA shall encourage school boards to:

- Ensure that the importance of acceptance of others who are unique and different because of racial, ethnic, gender, sexual orientation, gender identity, disability status or religious differences is part of the curriculum.

- Invite discussion among students, parents, staff and the community about how hatred and bigotry based on race, ethnicity, gender, sexual orientation, gender identity, disability status and religion endanger the pluralistic and diversity principles for which this nation stands.

- Involve students, parents, staff and the community in developing and supporting educational practices which invite understanding and acceptance of others' differences and which aim to eradicate hatred and bigotry. YES: 6 NO: 0

2. RESOLVED, that the New York State School Boards Association support the full restoration of state and local tax (SALT) deductibility. YES: 6 NO: 0

3. RESOLVED, that the New York State School Boards Association support proposals to require the state to fund all state-mandated school meal programs and practices. YES: 6 NO: 0

4. RESOLVED, that the New York State School Boards Association support proposals to allow boards of education to determine if their buildings will be used as polling places for all elections. YES 5 NO 1

5. RESOLVED, that the New York State School Boards Association shall create a task force to study current requirements, costs, trends and other aspects of the special education system and make recommendations for the future of special education delivery in New York. YES 0 NO 5 ABSTAIN 1

6. RESOLVED, that the New York State School Boards Association support legislation that would require the independent hearing officer in a 3020-a hearing to accept the penalty sought by the district if there is a finding of guilt. YES 0 NO 6

7. RESOLVED, that the New York State School Boards Association support the requirement that local school districts continue to make determinations as to the substantial equivalency of education delivered in nonpublic schools. YES 0 NO 6

8. RESOLVED, that the New York State School Boards Association oppose legislative curriculum mandates. – DO AT NEXT MEETING

9. RESOLVED, that the New York State School Boards Association support proposals to authorize municipalities to install speed zone cameras in school zones. YES: 6 NO: 0

10. RESOLVED, that the New York State School Boards Association support

legislation to eliminate the limit on BOCES District Superintendent compensation.

YES 5 NO 1

11. RESOLVED, that the New York State School Boards Association support requiring notification to districts by the courts of restraining orders prohibiting contact with or between students enrolled in the district and the parents, or those in parental relation to students. YES: 6 NO: 0

12. RESOLVED, that the New York State School Boards Association support legislation that will expand the definition of Child Safety Zones in the Education Law of New York State by adding criteria that pertains to neighborhoods with high crime rates or with deteriorating vacant buildings that create safety hazards. YES: 6 NO: 0

13. RESOLVED, that the New York State School Boards Association support legislative action in the regulation of vapor products including consumption, manufacturing, distribution and advertisement. YES: 6 NO: 0

#### 10.03 Discussion of Board Goals for 2019-2020 (proposed 7:25 duration 45 minutes) 7:15

##### Final 2019-2020 Board Goals

1. Continue proactive efforts to build a climate of mutual trust inclusive of all groups and entities within the District by:
  - Supporting initiatives to increase school spirit
  - Supporting a Culture and Climate Survey;
  - Continuing diversity education for students and staff;
  - Continuing development and training in social emotional learning, equity and inclusivity, and restorative justice practices;
  - Continuing efforts to better publicize the District's accomplishments;
  - Facilitating greater communication and advancing the vision of the District.
2. Support the development of a long-term, District-wide plan that strategically addresses educational goals, declining enrollment, facilities, community impact, budget and cost-saving measures. Accomplish this through input from Superintendent recommendations, Board Ad Hoc committee, Shared Decision-Making committee and community outreach. Specifically address the following:
  - Adopting a vision statement for the District;
  - Analyzing the Grade Level Configuration and Building Utilization Study;
  - Developing a timeline for the writing of a long-term District-wide plan.
3. Increase K-12 student knowledge and engagement in civics, social studies, and social issues by supporting:
  - Curricular innovation and inclusion of civics education across all subjects to begin by September 2020;
  - Continuing support of an independent, District-wide student government;
  - Secondary school voter education and registration;
  - The creation of a metric for a measurement of civic readiness and practical engagement.
4. Complete the process of revising the district's Homework Policy.
5. Organize our resources to improve the support we offer our students preparing for their future after graduation by:
  - Continuing to support and enhance the district's mentorship program;
  - Engaging with the business community, to better understand current opportunities for graduating students;
  - Visiting programs such as the Ulster BOCES Career Tech, P-Tech, and alternative education programs;
  - Working with district staff to enable our students to anticipate and participate in the jobs of the future.

Motion to move secondary later start time from goal to resolution

Motioned: Trustee DeJesus

Seconded: Trustee Warren

Result: Passed

Yea: Trustee Osmond, Trustee Kurnit, Trustee Ratcliff, Trustee Warren,

Nay: Trustee Storey

Not Present: Trustee Salem, Trustee DeJesus

No Longer Present

Trustee DeJesus left at 8:50

## 11. Break

11.01 The Board will take a break at 9:00

Resolution from the Board Goal:

In order to support student health and wellness, in response to the recommendation from The American Academy of Pediatrics, move secondary school start times to no earlier than 8am by September 2020

Motioned: Trustee Warren

Seconded: Trustee Osmond

Motion to table the resolution until the next meeting

Motioned: Trustee Ratcliff

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Ratcliff, Trustee Warren,

Nay: Trustee Storey

Not Present: Trustee Salem, Trustee DeJesus

## 12. Policies

12.01 First Reading of Policy 7422 Concussion Management

- District Medical Director is last word – works with student's doctor with parental consent through a HIPAA standard form

Information ~~2014~~ 2019 7422 Students CONCUSSION MANAGEMENT POLICY

The Ontario Board of Education and the Ontario Central School District recognizes that concussions and head injuries are commonly reported injuries in children and adolescents who participate in sports and recreational activities and can have serious consequences if not managed carefully.

Concussion is a mild traumatic brain injury. Concussion occurs when normal brain functioning is disrupted by a blow or jolt to the head. Recovery from a concussion will vary. Avoiding re-injury until fully recovered is the cornerstone of proper concussion management.

While district staff will exercise reasonable care to protect students, head injuries may still occur.

Physical education teachers, coaches, nurses, and other appropriate staff will receive training to recognize the signs, symptoms and behaviors consistent with a concussion. Any student exhibiting those signs, symptoms, or behaviors while participating in a school sponsored class, recess, extracurricular activity, or intramural/interscholastic athletic activity shall be immediately removed from the game or activity and be evaluated as soon as possible by an appropriate health care professional.

The athletic trainer, coach, school nurse, or other District employee in charge of or supervising the activity will notify the student's parents or guardians.

If a student sustains a concussion at a time other than when engaged in a school-sponsored activity, the district requires the parent/legal guardian to report the condition to the appropriate school nurse so that the district can support the proper management of the condition.

In the event of any concussion, regardless of where it was sustained, the student shall not return to physical activities of any kind including but not limited to physical education class, recess, and athletics

until they are symptom free for at least 24 hours and has been evaluated by and provides written authorization from an appropriate health care professional. The school's ~~chief medical officer~~ **Medical Director** or their designee will have the final decision on ~~return to physical activity~~ **beginning the Return to Play process**. Any student who continues to exhibit signs or symptoms upon return to physical activity must be removed from play and reevaluated by their health care provider.

The district will establish a concussion management team which may consist of, but not be limited to the Athletic Director, ~~School Physician~~ **Medical Director**, School Nurse, and representatives from the administration, faculty and coaching staff. Any changes or modifications to the policy and procedures will be reviewed with the athletic department staff and appropriate school personnel verbally and in writing.

Those who come in contact with our students including but not limited to school nurses, physical education teachers, coaches, and athletic trainers will be required to complete biennially a course related to recognizing the symptoms of a mild traumatic brain injury, and monitoring and seeking proper medical treatment for pupils who suffer one. The school district will provide education to the public on mild traumatic brain injury in student handbooks, athletic codes of conduct and on the website.

The Superintendent, in consultation with appropriate district staff, including the ~~chief school medical officer~~ **Medical Director**, will develop regulations and protocols to guide the ~~return to activity~~ **Return to Play Process**.

## 12.02 First Reading of Policy 1720 Minutes

~~2002-~~ **2019** 1720 By-Laws MINUTES

The minutes are a legal record of the activities of the ~~School~~ Board **of Education** as a public corporation having the specified legal purpose of maintaining public schools. The minutes of all meetings shall be kept by the Clerk or, in their absence, by the Superintendent or their designee. The minutes shall be complete and accurate and stored in a minutes file. However, minutes of executive sessions need not include any matter which is not required to be made public by the Freedom of Information Law.

The minutes of each meeting of the Board of Education shall state:

- a. The type of meeting;
- b. The date, time of convening, and adjournment;
- c. Board members present and absent;
- d. Board members' arrival and departure time, if different from opening or adjournment times;
1. All action taken by the Board, with evidence of those voting in the affirmative and the negative, and those abstaining;
- e. The nature of events that transpire, in general terms of reference.

Communications and other documents that are too long and bulky to be included in the minutes shall be referred to in the minutes and shall be filed in the District Office.

All Board minutes shall be signed by the District Clerk when approved and stored in a locked room or locked file cabinet. Unless otherwise provided by law, minutes shall be available to the public within two (2) weeks following the date of a meeting; draft copies, so marked, are acceptable, subject to correction.

Public Officers Law Section 106

## Motion to waive the second reading of Policy 1720

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Ratcliff, Trustee Warren, Trustee Storey

Not Present: Trustee Salem, Trustee DeJesus

## Motion to adopt Policy 1720

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Passed

Yea: Trustee Osmond, Trustee Kurnit, Trustee Ratcliff, Trustee Warren, Trustee Storey

Not Present: Trustee Salem, Trustee DeJesus

### 12.03 First Reading of Policy 1730 Executive Sessions

- NYSSBA's Policy replaced the existing policy – better worded
- Old policy is online

#### 2019 1730 By-laws EXECUTIVE SESSIONS

The Board of Education may hold executive sessions at which only the members of the Board or persons invited by the Board shall be present. However, the executive session is only available for the purpose of discussion, and except as the law allows, formal action must be taken in an open session.

Executive sessions can be requested by any member of the Board or the Superintendent of Schools.

A Board member must make a motion during an open meeting to convene in executive session. Upon a majority vote of its members, the Board may convene in executive session at a place which the Board President or said members may designate within the district to discuss the subjects enumerated below. Matters which may be considered in executive session are:

1. matters which will imperil the public safety if disclosed;
2. any matter which may disclose the identity of a law enforcement agent or informer;
3. information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;
4. discussions regarding proposed, pending or current litigation;
5. collective negotiations pursuant to Article 14 of the Civil Service Law (the Taylor Law);
6. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
7. the preparation, grading or administration of examinations; and
8. the proposed acquisition, sale, or lease of real property or the proposed acquisition of securities, or sale or exchange of securities, but only when publicity would substantially affect the value thereof.

The motion to go into executive session shall be detailed enough to allow the public to understand the topic the Board will be discussing, without disclosing specifics. Discussion in executive session shall be limited to the topic(s) identified in the motion.

A Board may not take action in executive session except to vote on 3020-a probable cause finding.

Individual Board members, acting on their own, shall not disclose matters discussed in executive session. However, the Board, acting as a whole, may decide to disclose such information where disclosure is not prohibited under the law.

Minutes shall be taken at executive sessions of any action that is taken by a formal vote and should consist of a record or summary of the final determination of such action and the date and vote thereon, provided, however, that such summary shall not include any matter which is not required to be made public by the Freedom of Information Law. Minutes taken shall be available to the public within one week from the date of the executive session.

Cross-ref: 2160, Code of Ethics

Ref: Education Law §1708 (3); Public Officers Law §§100 et seq.; *Application of the Board of Education*, 57 EDR Dec. No. 17,147 (2017); *Application of Nett and Raby*, 45 EDR 259 (2005); Formal Opinion of Counsel No. 239, 16 EDR 457 (1976)

### 12.04 First Reading of Policy 1410 Policy

#### 2019 1410 By-Laws POLICY

The Board of Education shall reserve to itself the function of providing guides for the discretionary action of those to whom it delegates authority. The Superintendent shall act as an advisor to the Board in the adoption and approval of written Board policies. The Board shall seek input from the staff and community where appropriate. These guides for discretionary action shall constitute the policies governing the operation of the School System.

The formulation and adoption of these written policies shall constitute the basic method by which the Board of Education shall exercise its leadership in the operation of the School System. The study and evaluation of reports concerning the execution of its written policies shall constitute the basic method by which the Board of Education shall exercise its control over the operation of the School System. The Board may appoint a policy committee however, such committee does not absolve the Board of its responsibility in the formulation and adoption of policy.

Any member of the Board, district, staff, students, parents, district taxpayers, or other member of the public may identify policy issues.



The adoption of a written policy shall occur only after the proposal has been moved, discussed and voted on affirmatively at two (2) separate meetings of the Board of Education (i.e., the "first reading" and the "second reading"). The policy draft may be amended at the second meeting. By a majority vote, the Board may waive the "second reading" and complete the adoption of the proposed policy at its "first reading".

The formal adoption of written Board policy shall be recorded in the official minutes of the Board. Such written Board policy shall govern the conduct and affairs of the District and shall be binding upon the members of the educational community in the District.

It shall be the Board's responsibility to keep its written policies up-to-date so that they may be used consistently as a basis for Board action and administrative decision.

The Superintendent shall promptly inform the Board of all policies that are out-of-date due to changes in the law or for other reasons appear to need revision.

#### **Updating of Existing Policy**

The Board shall evaluate the effect of its policies and the manner in which they have been implemented by the administration on a special basis. In such evaluation, the Board may call upon staff, students and community.

The Board directs the Superintendent to bring to its attention any policy areas in need of revision or new development.

#### **Developing New Policies**

In formulating new policies, the Board shall refer to ~~policy regulation 1410R1411~~. The Board shall delegate to the Superintendent the function of specifying required actions and designing the detailed arrangements under which policy will be administered. These rules and detailed arrangements shall constitute the administrative regulations governing the schools. They must in every respect be consistent with the policies adopted by the Board. The Board shall be kept informed periodically of changes in administrative regulations.

#### **Communication of Policy and Regulation**

The Board of Education Policy Manual and accompanying regulation is a public document containing decisions and guidelines that are important to the entire District and community. Staff and community members are encouraged to be familiar with the contents of the manual. To this end, copies of the manual will be available in each of the school buildings as well as in the Central Office and on the District website. Additionally, information on new and updated policies will be sent to staff and to the media for public knowledge.

Education Law Sections 1604(9) and 1709(1) and (2)

REF ~~Policy 1411~~ Regulation 1410R – Development of New Policies - Procedure

Motion to waive second reading of Policy 1410

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Ratcliff, Trustee Warren, Trustee Storey

Not Present: Trustee Salem, Trustee DeJesus

Motion to adopt Policy 1410 as written

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Ratcliff, Trustee Warren, Trustee Storey

Not Present: Trustee Salem, Trustee DeJesus

#### **12.05 Rescind Policy 1411 Development of New Policies and Policy**

*Recommended Action:* The Board of Education hereby rescinds Policy 1411 (in Regulation 1410-R) and Policy 1620 (in policy 1330)

Motioned: Trustee Ratcliff

Seconded: Trustee Storey  
 Result: Unanimous  
 Yea: Trustee Osmond, Trustee Kurnit, Trustee Ratcliff, Trustee Warren, Trustee Storey  
 Not Present: Trustee Salem, Trustee DeJesus

12.06 Policies 2350, 2120, 1710 Reviewed - no action to take

### 13. Independent Contract Retainers

#### 13.01 Approve ICR for Lewis-Harris (proposed 8:25)

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the Independent Contractor Retainer between the Onteora Central School District and Donna Lewis-Harris, for the period beginning September 25, 2019- June 3, 2020 at a stipend of \$250.00, as a mentor in Songwriting and Performance and authorizes the Superintendent to sign such an agreement.

Motioned: Trustee Storey  
 Seconded: Trustee Warren  
 Result: Unanimous  
 Yea: Trustee Osmond, Trustee Kurnit, Trustee Ratcliff, Trustee Warren, Trustee Storey  
 Not Present: Trustee Salem, Trustee DeJesus

### 14. Consent Agenda

#### 14.01 Approve Consent Agenda (proposed 8:30)

*Recommended Action:* The Board hereby approves item numbers 14.02-14.07, including the addendum

Motioned: Trustee Storey  
 Seconded: Trustee Warren  
 Result: Unanimous  
 Yea: Trustee Osmond, Trustee Kurnit, Trustee Ratcliff, Trustee Warren, Trustee Storey  
 Not Present: Trustee Salem, Trustee DeJesus

#### 14.02 Personnel Agenda

##### RESIGNATIONS: INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Francese, Danielle	Teaching Assistant/WD	9/3/2019	Personal

##### LEAVE OF ABSENCES: INSTRUCTIONAL

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
1870	9/3/19-12/9/19 (1/2 day)	FMLA - Paid
1870	12/9/19 (1/2 day)-1/1/2020	FMLA - Unpaid

##### APPOINTMENT: INSTRUCTIONAL

##### FULL-TIME PROBATIONARY APPOINTMENT

Be it hereby resolved that the Board appoints:

**Irizarry, Lyssa**, certified in Special Education, to a 4 year probationary period in the tenure area of Special Education at a salary of 1MA (replaces Haaland, Kenneth) commencing on 10/1/2019 and ending on 9/30/2023.

Be it further resolved that, to the extent applicable under Education Law Section 3012-d and the accompanying Commissioner's Regulations, in order to be considered for tenure, the above teachers

must have received and APPR rating of effective or highly effective in three of the four probationary years and must not receive an ineffective in the fourth year.

**SUBSTITUTE**

NAME	POSITION	AMOUNT
Kowalsky, Jessica*	Uncertified Teaching Assistant	\$75.00/day
Lamb, Karin	Certified Substitute Teacher	\$115.00/day
Lamb, Karin	Uncertified Teaching Assistant	\$75.00/day
Lamb, Karin	Home Tutor	\$50.00/hr
Patschke, Grace	Certified Substitute Teacher	\$115.00/day
Schofield, Jean*	Certified Substitute Teacher	\$115.00/day
Shapiro, Andrew*	Uncertified Substitute Teacher	\$85.00/day
Skou, Josh	Certified Substitute Teacher	\$115.00/day
Skou, Josh	Uncertified Teaching Assistant	\$75.00/day
Skou, Josh	Home Tutor	\$50.00/hr
Sullivan, Megan *	Uncertified Substitute Teacher	\$85.00/day
Sullivan, Megan *	Uncertified Teaching Assistant	\$75.00/day

\*pending pre-employment processing

**EXTRA DUTY STIPENDS**

NAME	POSITION	AMOUNT
Formont, Cheryl	Elementary Resource - Bennett 1	\$2,138.00
Formont, Cheryl	Elementary Resource - Bennett 2	\$2,138.00
Granberg, Elizabeth	Elementary Resource – Additional 3	\$2,138.00
Groom, Christine	Elementary Resource - Woodstock 1	\$2,138.00
Hallack, Robert	Elementary Rec – Phoenicia	\$3,569.00
Mayone-Allison, Joan	Elementary Resource – Additional 1	\$2,138.00
Stewart, Valerie	6 <sup>th</sup> Teaching Assignment – Spanish 1	\$8,114.00

**PERMANENT STATUS**

The following named NON-INSTRUCTIONAL personnel have served a probationary status and are recommended to a PERMANENT STATUS consistent with the applicable laws and regulations of the State of New York:

NAME	POSITION	PROBATIONARY DATE	PERMANENT DATE
Oakes, Russell	Auto Mechanic	4/3/19	10/3/2019

**APPOINTMENT:****NON-INSTRUCTIONAL – PART-TIME**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	PAY RATE	REMARKS
Perfit, Colette	School Monitor	9/25/2019	Step 1	20 – 25 hours/week

**Personnel Addendum**

NAME	TENURE AREA	PROBATIONARY	SALARY STEP	REMARKS
Spencer, Patrick	Teaching Assistant	10/10/19 – 10/9/23	Step 2	Replace D. Francese

**EXTRA DUTY STIPENDS**

NAME	POSITION	AMOUNT
Burkhardt, Jeannine	Liasion – Math	\$3,469

**SUBSTITUTE**

NAME	POSITION	AMOUNT
Lui, Megan	Uncertified Teacher	\$85/day
Marchetti, Lindsey	Certified Teacher	\$115/day
Marchetti, Lindsey	Certified Teaching Assistant	\$85/day
Marchetti, Lindsey	Home Tutor	\$50/hour

*Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #9/19, Confidential, as reviewed by Trustee Ratcliff

14.04 Approve Overnight Trips

*Recommended Action:* The Board of Education hereby approves 3 students (with chaperones) to attend and perform at the NYSSMA 2019 Conference All-State Festival in Rochester, NY from December 5, 2019 to December 8, 2019 with all related fees, room and board.

14.05 Approve volunteer

*Recommended Action:* The Board of Education hereby approves the following volunteer: Juliette Eisenson -Woodstock

14.06 Surplus Books

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District declare the attached list of library as surplus and authorizes the sale and/or disposal of these books.

14.07 Ambulance Contract

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the contract between Onteora Central School District and Olive First Aid Unit, Inc. for stand by ambulance service and authorizes the Superintendent to sign such an agreement.

**15. Committee Reports**

15.01 Facilities Committee: Trustee Storey to report. Next meeting is 10/21/19

- New Director of Facilities, Kyle Harjes was introduced
- Discussed current capital project
- Bleachers were installed today
  - Press box is being delivered Thursday, completing construction Friday, last is to bring electric from scoreboard to press box [ from Assistant Superintendent for Business, Monica LaClair]
- Discussed using football field for soccer – architects to look at that
- Discussed ADA compliance work timelines

Next meeting discuss function of current Ad Hoc Committee and raise possibility of Communication Committee

**16. New Business**

16.01 Book Review (duration 15 min)

Each Board member to talk about a book they read this summer

9:25

Motion to table 16.01

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Ratcliff, Trustee Warren, Trustee Storey

Not Present: Trustee Salem, Trustee DeJesus

16.02 The Board will discuss New Business

No new business was discussed

16.03 Student Lead Actions – discuss creating guidelines at a future meeting

- Superintendent Victoria McLaren explained that the District wants to be supportive, not reactionary – lay out expectations

**17. Old Business**

17.01 The Board will discuss Old Business

Any information gathered from retired staff exit interviews?– will be compiled

**18. Request For Information**

18.01 Discuss Requests for Information

Trustee Storey asked:

- New bill on a mandatory vaccine of Gardasil for students born after 1/1/08
- 1-1 devices in MS - starting to use Chromebooks – how are we supporting students with no internet at home?

Trustee Kurnit – Policy 4212 – Clarify why the Director of Athletics has solid line to Assistant Superintendent for Curriculum & Instruction and dotted line to Principals

- According to the Athletic Code of Conduct, Athletic Director makes final decisions

Trustee Ratcliff asked:

- MS Open House teachers mentioned distribution of Chromebooks had been delayed- what is the timeline of distribution of Chromebooks to MS?
  - Deadline is first week of October
- Received letter from parents about incident from football team, when will there be an update for the timeline for the closure of the investigation of this incident?

**19. Adjournment**

19.01 Adjourn Meeting. Next meeting Tuesday, October 8, 2019 in the Phoenicia School (proposed 9:00)

*Recommended Action:* The meeting is adjourned at 9:40

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Ratcliff, Trustee Warren,

Nay: Trustee Storey

Not Present: Trustee Salem, Trustee DeJesus

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Kevin Salem, Laurie Osmond, Valerie Storey, Bennet Ratcliff, Rob Kurnit, Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## REGULAR MEETING

6:00 p.m.

**TUESDAY, OCTOBER 8, 2019**

PHOENICIA SCHOOL

## MINUTES

### 1. Opening Items

- 1.01 Call to Order 6:00
- 1.02 Tobacco Policy
- 1.03 Pledge of Allegiance
- 1.04 Roll Call

Present: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

### 2. Acceptance of Minutes

- 2.01 Acceptance of Minutes

*Recommended Action:* The Board of Education hereby accepts the minutes of the September 24, 2019 Board Meeting

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

### 3. Welcome

- 3.01 Phoenicia Principal, Linda Sella will welcome the Board (proposed 6:05 duration 10 min)

Well on our way to the end of the first quarter

- Building Level Team for Shared Decision Making met using the data collected by Data Team, Safety Team created the Safety Plan and PBIS (positive behavior) met to plan for the year
  - All completed goal setting
- Best attended PTA meeting – 30 plus parents – planned events
  - Back to School breakfast
  - Fall Book Fair- sold \$2500 – get 40%
- Safety Patrol now at Phoenicia – sworn in by SRO Anthony Scarselli
- Open House more informal – allowed parents to see whole school and talk to all teachers and visit all special areas
- Healthy Kids After school program- 22 students in 1<sup>st</sup> session, have 20-22 students in 2<sup>nd</sup> session, 15-18 students in 3<sup>rd</sup> session
  - Attendance is wonderful
- Successful Back to School picnic
- Kool School started this afternoon
  - Professional Potter to do pottery, logos, whiffle ball
- Professional development:
  - Phonics training for 1<sup>st</sup> grade teachers – WD & PH
  - Teachers College for new teachers

- Therapeutic Crisis Intervention, IEP and 504 training
- Sept. 27<sup>th</sup> Conference Day was fantastic- one of the best
  - Was on Social-Emotional Learning
  - All K-3 teachers learn together
    - Most important work to do as a professional because it can change lives- learn to relate to each other and manage conflict

#### 4. Superintendent District News

- 4.01 The Superintendent will report District News (proposed 6:15)
- Several student government members attended the climate change summit with AP Environmental students
    - HS Principal, Mr. Edelman offered this to student government in support of their advocacy related to the climate crisis
  - At the Superintendent's Conference day the majority of staff began work with the Morningside Center on the Social Emotional Learning initiative
    - Work will continue throughout the year
  - First PTA summit of the year was September 25<sup>th</sup>
    - Valuable meeting time for the PTA leaders from all three elementary buildings to come together and all update the group
    - Have set a standing meeting
  - Dr. Baughman is finalizing the survey, as well as the schedule for community meetings on October 29<sup>th</sup>
    - Meeting with students, parents, staff, Town Supervisors, and community members
    - We are finalizing a flyer to publicize both events
      - Will have them translated and will be distributing them as widely as possible
  - Attended the Woodstock PTA meeting last week, and the Phoenicia PTA meeting last night
    - Shared the Board goals, the draft resolution related to secondary school start times and had discussion about Dr. Baughman's work at both meetings
  - Worked on a procedure and permission slip to be utilized when students are leaving school to participate in events such as the climate strike
  - Received the results of the soil testing of the Field Hockey fields - no suspected contamination on the fields
  - Finalized the job description for our ENL Coordinator stipend
    - Posting on Thursday, anticipate making an appointment at the next Board meeting
  - Entire 9<sup>th</sup> grade participated in a county-wide event on September 26<sup>th</sup> with help from the founders of RYAN (Raising Your Awareness about Narcotics) featuring Tony Hoffman, a former BMX Elite Pro and Olympic Coach, as the speaker
    - Recovering addict - speaks nationally
    - Students returned to the district and participated in a culminating activity with our Health Teachers and Social Workers leading a debrief and identifying individual student strengths.
  - Now have the Press Box and Bleachers
    - Final punch list is being reviewed and completed
    - Once the certificate of substantial completion is received, we can file for the certificate of occupancy with NYSED for the press box

- Prior to receiving the certificate of occupancy, we can utilize the bleachers, but we cannot occupy the press box
  - Also investigating purchasing a vinyl screen to wrap around the back of the bleachers both for aesthetic purposes, and enhance safety
- Upcoming Middle School programs: the Mental Health Association returning this year to speak to the 7<sup>th</sup> grade and we also have the Ulster Prevention Council coming in to create a vape escape room for 8th grade students to increase awareness of dangers of vaping

#### Discussion

- New screen is within budget

### 5. Board District News

#### 5.01 The Board will report District News

Trustee Kurnit reported that Thursday is the first UCSBA meeting – introductory meeting, all districts will be presenting what they are working on from last year and what their goals are this year

Trustee Ratcliff reported that the MS and Bennett elections are done for both schools –high moment of civic engagement – part of Board goals

### 6. Acknowledge Public Be Heard Comments

#### 6.01 The Board will acknowledge the public be heard comments from the last meeting No comments were made at the last meeting

### 7. Public and Student Comment

#### 7.01 Public and Students may comment on any agenda or non-agenda item (proposed 6:25 duration 10 min or more)

Sierra Smith – Many parents are not aware that the Board is considering later start times. Last time brought up, did not happen. How will the logistics work?

Lori Matteson – on committee years ago when considering later start time – some information was that it would exclude several students. What's changed that would make this possible now, when it was not years ago? Wait to get full feedback from Dr. Baughman and change everything once.

Corrine Gervai – Very complex issue – many aspects to consider. Anyway to take in concerns and needs of various people? Her 11<sup>th</sup> grader has trouble waking up every morning. Change is always a challenge, take all students into consideration

### 8. Discussion & Possible Action

#### 8.01 Resolution for Secondary Start Time (proposed 6:35 duration 30 min)

*Recommended Action:* The Board of Education hereby takes from the table the resolution for later secondary start time

Motioned: Trustee Ratcliff

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

In order to support student health and wellness, in response to the recommendation from The American Academy of Pediatrics, move secondary school start times to no



earlier than 8am by September 2020.

Motioned: Trustee Warren

Seconded: Trustee Osmond

- Board took up in 2014, after reading the research on sleep and adolescence bio-rhythms change making it difficult to go to sleep early and wake up early
- Board is concerned with health and well-being of students
- A lot of considerations
  - Superintendent pointed out that we have the longest school day in region
- Conversation with Athletic Director, it would not affect teams adversely
- Issue as a lesson in progress
- Years ago tried to move to 8:30 start, this is different
- Spoke to Athletic Director in our section, where some schools start later than 8 and it's fine
- Immediately benefits 600 students
- Less than 1 year, so can't have year-long engagement
- Concerned about special education population – MS has to have 9 periods to get curriculum in
  - 7-8 does not allow for the whole curriculum to be in (need 3 years)
  - Students have to leave early for sports, services cannot be done in last 2 periods of the day
  - Dr. Baughman's report not back until Dec or Jan.
  - September 2020 is pushing it - take out of resolution
  - Need to fully investigate
  - Difficult to get children to lessons after school with 20 minutes later end time
- Superintendent of BOCES said he can accommodate early start time
  - May be students in programs that are morning only – need to accommodate them
- Supports Board 2019-2020 goals – always be sure actions do
- Board needs to model the behavior for the administration to use with teaching core, teaching core would use with students, which is: compromise, collaboration, working together, listening and accomplishing something
  - Board to commit to strong engagement throughout the 2019-2020 school year with stakeholders that might have questions, want clarification or ideas that can be incorporated
  - Meet with all outside after-school providers – how will this affect you?
  - Listen to community members
    - Can explain that the start time has not happened, trying to get everyone's ideas and commitment for this
  - Model behavior –compromising- Trustee Ratcliff wants 9:00, but will compromise for 8:00, others need to follow
  - Must model behavior – paragraph in amendment go to H & W committee
  - Use money for renting of facilities, advertising
  - Our school year's project to do this
  - Go to UCSBA – other schools what screwed up and worked well, implement the best ones
  - Need to be clear about what the Board is doing
  - Glad was put on the table and for the amendment
    - The 2 youngest members of the Board brought to Board
  - Committed to this because it is what is best for the students

- Felt that the resolution needed to have more specificity, so lengthened resolution
- Received letters of commendation and concern – need to have dialogue with parents
- Can't meet with people without logistics worked out by administration
  - Takes time, can't happen so quickly- 2020 is a difficult thing
- If at end of school year, don't have it worked out, will not try for September
- How will this impact delivery of Special Ed services?
- Length of class times, athletics, etc.
- How many years to continue conversation? Need action
- Have enough information and have very strong and capable administrators
  - Support them as they look at the options
- Trustee Ratcliff is committing to, wants to get done and looking for Board members to help:
  - Hold school board sessions with community leaders, community members, associations, vendors and groups, parents, teachers, bus drivers, BOCES officials
    - Solicit what we can get and what they can give
  - Parallel – administration will be working on logistics
    - Will bring input back to them to be enlightened, guided
  - Project for the year

Motion to amend language of resolution:

WHEREAS, it is the responsibility of the Onteora school board to consider the health and well being of our students; and

WHEREAS, our districts future well-being relies on a high-quality public education system that prepares all students for college, careers, democracy, and lifelong learning; and

WHEREAS, there is substantial documentation regarding the later school start times benefit to student health and wellness by many accredited organizations such as The American Academy of Pediatrics and others; and

WHEREAS, our Onteora school board commits to an engagement throughout the 2019-2020 school year with all the stakeholders in our community regarding school start times, in order to facilitate best practices, and possibilities including direct communication in the form of meetings, forums, etc.; and

THEREFORE, let it be resolved that the Onteora School Board, in order to support student wellness resolves to move secondary start times to no earlier than 8am by September 2020.

Motioned: Trustee Salem

Seconded: Trustee Ratcliff

Result: Passed

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

Nay: Trustee Storey

Vote on amended resolution

Motioned: Trustee Salem

Seconded: Trustee DeJesus

Result: Passed

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

Nay: Trustee Storey

8.02 Donation from All-American Publishing

*Recommended Action:* The Superintendent recommends acceptance of a donation totaling \$126.30 CASH, from All-American Publishing, LLC, to be used towards the athletic program at the high school. The Superintendent recommends approval to increase budget line A2855.431.18 (Athletic Supplemental) by \$126.30

Motioned: Trustee Kurnit

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

8.03 Donation from Hannaford Helps Schools

*Recommended Action:* The Superintendent recommends acceptance of a donation totaling \$1,000.00 CASH, from Hannaford Helps Schools Program, to be used towards the P.B.I.S. program at the high school. The Superintendent recommends approval to increase the 2019-2020 Budget line A2110.431.01 (HS Supplemental) by \$1,000.00

Motioned: Trustee Ratcliff

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

8.04 Donation from Imagine Onteora

*Recommended Action:* The Superintendent recommends acceptance of a donation totaling \$925.25 CASH, from Imagine Onteora LTD to support the high school homecoming 2019. The Superintendent recommends approval to increase budget line A2855.431.18 (Athletic Supplemental) by \$925.25

Motioned: Trustee Kurnit

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

8.05 The Board will vote on the NYSSBA proposed resolutions Numbers 8 & 14-26 (proposed 7:20 duration 20 min)

8. RESOLVED, that the New York State School Boards Association oppose legislative curriculum mandates. YES\_\_7\_\_ NO \_\_0\_\_

14. RESOLVED, that the New York State School Boards Association support federal and state legislative and regulatory action in addressing the educational and fiscal needs attendant to the increase of unaccompanied minors into New York State. YES\_\_7\_\_ NO \_\_0\_\_

15. RESOLVED, that the New York State School Boards Association seek to initiate legislation at the state or federal level that would provide for regulations to identify proper practices and enforce sanctions for improper practices related to the participation of parent advocates at Committee on Special Education meetings and hearings. YES\_\_7\_\_ NO \_\_0\_\_

16. RESOLVED, that the New York State School Boards Association urge the

Commissioner of Education to increase the maximum age of participation in inclusion sports for alternately assessed students. YES\_7\_\_ NO \_\_0\_\_

17. RESOLVED, that the New York State School Boards Association 1 support reducing the flexibility provided to charter schools for hiring teachers without a valid New York State teaching certificate. YES\_7\_\_ NO \_\_0\_\_

18. RESOLVED, that the New York State School Boards Association support legislation that would increase the penalties against any business that sells vaping products to or adult purchasing vaping products for any person who is under age. YES\_7\_\_ NO \_\_0\_\_

19. RESOLVED that the New York State School Boards Association produce, and widely recommend the adoption of a sample board policy stating that members who have been newly elected to serve as officers will participate in at least one accredited officer training. YES\_\_7\_ NO \_\_0\_\_

20. RESOLVED, that the New York State School Boards Association produce, and widely recommend the adoption of a sample board policy stating that all Board of Education members will, each year, participate in at least one new training which has been approved by that Board. YES\_\_1\_ NO \_\_6\_\_

21. RESOLVED, that the New York State School Boards Association oppose lowering the age of eligibility for a commercial driver license, required to be a school bus driver, from 21 to 18. YES\_\_7\_ NO \_\_0\_\_

22. RESOLVED, that the New York State School Boards Association support legislation to allow retired law enforcement officers to work in public schools as security guards, Directors of Security, or Supervisors of Security without effect on their pensions and without pension waivers. YES\_2\_\_ NO \_5\_\_

23. RESOLVED, that the New York State School Boards Association advocate for state action to create appropriate parameters for social media and electronic communications between students and school district employees. YES\_0\_\_ NO 7\_\_

24. RESOLVED, that the New York State School Boards Association advocate for action that requires school districts to provide a professional development program related to the ethical practices and protocols employees should follow when using social media and electronic communications. YES\_0\_\_ NO \_7\_\_

25. RESOLVED, that the New York State School Boards Association advocate for an update to the New York State Education Department's Educator's Code of Ethics to include principles related to proper use of technology in fostering positive learning experiences for children. YES\_0\_\_ NO \_7\_\_

26. RESOLVED, that the New York State School Boards Association support legislation that prevents the accumulation of exorbitant costs to schools associated with impartial hearings, independent evaluations, compensatory damages and attorney fees associated with formal due-process complaints. YES\_0\_\_ NO 7\_\_

#### 8.06 The Board will discuss the current Ad Hoc Committee and possibly a Communications Committee (proposed 7:40 duration 10 min)

- Discussion at the beginning of the school year, need to decide
- Ad Hoc Committee to deal with a current communication problem
  - Look at protocols as they stand and see how to better address complex issues
- Ad Hoc Committee can function well, in doing the things that are envisioned in the start time resolution
  - Communications committee has a role in that and another set of things that need to go on – how is the board communicating with

stakeholders? Formalize a process so the Board has robust communication

- Take current Ad Hoc Committee and change charge to look at communication protocols, not do the communicating
  - Charge: for a road map for communicating about later start times
  - Intra-Board communication come later
  - If works out, see if Ad Hoc Communication Committee should be a standing committee
    - Consensus to establish an Ad Hoc Communications Committee
      - Members: Trustee Ratcliff, Trustee Salem, Trustee DeJesus
- Ad Hoc Committee to look at declining enrollment and rising budget
  - Should keep, going into long term planning

## 9. Break

9.01 The Board will take a break at 7:55

## 10. Policies

### 10.01 Second Reading and Adoption of Policy 7422 Concussion Management

*Recommended Action:* The Board of Education hereby adopts Policy 7422 as written 8:15

Motioned: Trustee Kurnit

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

Information ~~2014~~ 2019 7422 Students CONCUSSION MANAGEMENT POLICY

The Ontario Board of Education and the Ontario Central School District recognizes that concussions and head injuries are commonly reported injuries in children and adolescents who participate in sports and recreational activities and can have serious consequences if not managed carefully.

Concussion is a mild traumatic brain injury. Concussion occurs when normal brain functioning is disrupted by a blow or jolt to the head. Recovery from a concussion will vary. Avoiding re-injury until fully recovered is the cornerstone of proper concussion management.

While district staff will exercise reasonable care to protect students, head injuries may still occur.

Physical education teachers, coaches, nurses, and other appropriate staff will receive training to recognize the signs, symptoms and behaviors consistent with a concussion. Any student exhibiting those signs, symptoms, or behaviors while participating in a school sponsored class, recess, extracurricular activity, or intramural/interscholastic athletic activity shall be immediately removed from the game or activity and be evaluated as soon as possible by an appropriate health care professional. The athletic trainer, coach, school nurse, or other District employee in charge of or supervising the activity will notify the student's parents or guardians.

If a student sustains a concussion at a time other than when engaged in a school-sponsored activity, the district requires the parent/legal guardian to report the condition to the appropriate school nurse so that the district can support the proper management of the condition.

In the event of any concussion, regardless of where it was sustained, the student shall not return to physical activities of any kind including but not limited to physical education class, recess, and athletics until they are symptom free for at least 24 hours and has been evaluated by and provides written authorization from an appropriate health care professional. The school's ~~chief medical officer~~ Medical Director or their designee will have the final decision on ~~return to physical activity~~ beginning the Return to Play process. Any student who continues to exhibit signs or symptoms upon return to physical activity must be removed from play and reevaluated by their health care provider.

The district will establish a concussion management team which may consist of, but not be limited to the Athletic Director, ~~School Physician~~ Medical Director, School Nurse, and representatives from the

administration, faculty and coaching staff. Any changes or modifications to the policy and procedures will be reviewed with the athletic department staff and appropriate school personnel verbally and in writing.

Those who come in contact with our students including but not limited to school nurses, physical education teachers, coaches, and athletic trainers will be required to complete biennially a course related to recognizing the symptoms of a mild traumatic brain injury, and monitoring and seeking proper medical treatment for pupils who suffer one. The school district will provide education to the public on mild traumatic brain injury in student handbooks, athletic codes of conduct and on the website.

The Superintendent, in consultation with appropriate district staff, including the ~~chief~~ school ~~medical officer~~ **Medical Director**, will develop regulations and protocols to guide the ~~return-to-activity~~ **Return to Play Process**.

#### 10.02 Second Reading and Adoption of Policy 1730 Executive Sessions

*Recommended Action:* The Board of Education hereby adopts Policy 1730 as written

Motioned: Trustee Osmond

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

NYSSBA's Policy is below- changed from ours

#### 2019 1730 By-laws EXECUTIVE SESSIONS

The Board of Education may hold executive sessions at which only the members of the Board or persons invited by the Board shall be present. However, the executive session is only available for the purpose of discussion, and except as the law allows, formal action must be taken in an open session.

Executive sessions can be requested by any member of the Board or the Superintendent of Schools.

A Board member must make a motion during an open meeting to convene in executive session. Upon a majority vote of its members, the Board may convene in executive session at a place which the Board President or said members may designate within the district to discuss the subjects enumerated below. Matters which may be considered in executive session are:

1. matters which will imperil the public safety if disclosed;
2. any matter which may disclose the identity of a law enforcement agent or informer;
3. information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;
4. discussions regarding proposed, pending or current litigation;
5. collective negotiations pursuant to Article 14 of the Civil Service Law (the Taylor Law);
6. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
7. the preparation, grading or administration of examinations; and
8. the proposed acquisition, sale, or lease of real property or the proposed acquisition of securities, or sale or exchange of securities, but only when publicity would substantially affect the value thereof.

The motion to go into executive session shall be detailed enough to allow the public to understand the topic the Board will be discussing, without disclosing specifics. Discussion in executive session shall be limited to the topic(s) identified in the motion.

A Board may not take action in executive session except to vote on 3020-a probable cause finding.

Individual Board members, acting on their own, shall not disclose matters discussed in executive session. However, the Board, acting as a whole, may decide to disclose such information where disclosure is not prohibited under the law.

Minutes shall be taken at executive sessions of any action that is taken by a formal vote and should consist of a record or summary of the final determination of such action and the date and vote thereon, provided, however, that such summary shall not include any matter which is not required to be made public by the Freedom of Information Law. Minutes taken shall be available to the public within one week from the date of the executive session.

Cross-ref: 2160, Code of Ethics

Ref: Education Law §1708 (3); Public Officers Law §§100 et seq.; *Application of the Board of Education*, 57 EDR Dec. No. 17,147 (2017); *Application of Nett and Raby*, 45 EDR 259 (2005); Formal Opinion of Counsel No. 239, 16 EDR 457 (1976)

## 11. Independent Contract Retainers

### 11.01 Approve all ICRs (proposed 8:05)

*Recommended Action:* The Board of Education hereby approves item numbers 11.02-11.05

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

### 11.02 ICR- Baughman revised

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Revised Independent Contractor Retainer between the Onteora Central School District and Dr. Kevin Baughman as a Consultant to implement a School Utilization and Configuration Study effective June 5, 2019 to January 1, 2020 at a rate of \$85.00 per hour to a maximum of \$14,025 (increased from \$11,985) and authorizes the Superintendent to sign such an agreement.

### 11.03 ICR Kitty Jones

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Kit's Interactive Theatre effective January 22, 2020 at a total rate of \$1,350.00 and authorizes the Superintendent to sign such an agreement.

### 11.04 ICR - Gottlieb

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Howard Gottlieb M.D retained as the Psychiatrist-Evaluator effective 10/9/19 to 6/30/20 at a rate of \$350.00 per hour to a maximum of \$7,000.00 and authorizes the Superintendent to sign such an agreement.

### 11.05 ICR Savatgy -Phoenicia

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Matthew Savatgy retained as Phoenicia Nature Trail Scientist in Residence effective 9/30/19 – 6/16/20 at a rate of \$1,500.00 per residency. To be paid 11/15/19 and 6/16/20 and authorizes the Superintendent to sign such an agreement.

## 12. Consent Agenda

### 12.01 Approve Consent Agenda (proposed 8:10)

*Recommended Action:* The Board hereby approves item numbers 12.02-12.11

Motioned: Trustee Storey

Seconded: Trustee Salem

- Corrective Action Plan is to rectify what was noted in the External Audit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

## 12.02 Personnel Agenda

### RESIGNATIONS: INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Prutzman, Wilbur Jr.	Business Teacher/High School	10/12/19	Retirement

### RESIGNATIONS: NON-INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Cutler, Phyllis	Monitor/Woodstock	9/3/19	personal

### SUBSTITUTE

NAME	POSITION	AMOUNT
Lamb, Karen	Certified Teaching Assistant	\$85.00/day
Skoa, Joshua	Certified Teaching Assistant	\$85.00/day
Haug, Margaret	Certified Teacher	\$115.00/day
Felton, Catherine*	Uncertified Teaching Assistant	\$75.00/day

\*Pending pre-employment

### APPOINTMENT:

#### NON-INSTRUCTIONAL – PART-TIME

NAME	POSITION/SCHOOL	EFFECTIVE DATE	PAY RATE
Gaddis, Kerri	School Monitor	10/10/19	Step 1

### LEAVE OF ABSENCES: INSTRUCTIONAL

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
3294	*approx.*1/2/20-2/18/20	FMLA-paid

## 12.03 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations

*Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #10/19, Confidential, as reviewed by Trustee ~~Warren~~ Kurnit

## 12.04 Accept Safety Plan

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation of the Superintendent, the Board of Education of the Onteora Central School District does accept the Final District Safety plan.

## 12.05 Approve Corrective Action Plan

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Corrective Action Plan to the Management Letter for the Independent Audit for the 2018/2019 school year.

## 12.06 Adopt the Special Education Plan for 2019-2021

*Recommended Action:* The Board of Education hereby adopts the Special Education Plan for 2019-2021



**12.07 Financial Report**

*Recommended Action:* The Board of Education has reviewed and hereby accepts the Financial Report from July 2019

**12.08 Warrants**

*Recommended Action:* The Board of Education has reviewed and hereby accepts Warrant Schedule 2

**12.09 Surplus Books**

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District declare the attached list of textbooks as surplus and authorizes the sale and/or disposal of these books.

**12.10 Approval for External Auditors**

*Recommended Action:* BE IT RESOLVED, on recommendation of the Audit Committee of the Onteora Central School District, that the Board of Education appoint West & Company as the External Auditors for the District for the fiscal years ending June 30, 2020, 2021, 2022, 2023 and 2024.

**12.11 Change Order**

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve Change Order #02 increasing the contract between Clark Patterson Lee and the Onteora Central School District for the Press Box and Bleacher project in the amount of \$21,308.04 and authorizes the Superintendent to sign such a change order.

**13. Committee Reports**

**13.01 Audit Committee:** Trustee Salem to report. Next meeting is at 9:30 at Central Administration on TBD

Trustee Warren gave the report

- Reviewed 3 proposals from External Auditors – decided to stay with West & Co. until 2024

**14. New Business**

**14.01 Book Review** (proposed 8:15 duration 15 min)

Each Board member, the Superintendent, the Assistant Superintendent for Business, and the Assistant Superintendent for Curriculum & Instruction described a book they read this summer

**14.02 The Board will discuss New Business**

- Make this our last Columbus Day off of school – change calendar and how we teach about the day
- Putting on the agenda for Board to respond after public or student comment-discuss how to do that and maintain the structure
  - Acknowledge that they are being heard, make it a warmer process
  - Can note if something is being said that is untrue
  - 2 options – meet before or after to have open conversation with public

**15. Old Business**

- 15.01 The Board will discuss Old Business  
No old business was discussed

**16. Request For Information**

- 16.01 Discuss Requests for Information  
Trustee Storey asked how are our MS teachers supporting those students who do not have internet or computers at home to do homework?

**17. Adjournment**

- 17.01 Adjourn Meeting. Next meeting Tuesday, October 22, 2019 in the MS/HS (proposed 8:45)

*Recommended Action:* The meeting is adjourned at 8:45

Motioned: Trustee Storey

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Kevin Salem, Laurie Osmond, Valerie Storey, Bennet Ratcliff, Rob Kurnit, Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## WORKSHOP MEETING

6:00 p.m.

**TUESDAY, OCTOBER 22, 2019**

Middle School/High School

## MINUTES

### 1. Opening Items

1.01 Call to Order 6:00

1.02 Tobacco Policy

1.03 Pledge of Allegiance

1.04 Roll Call:

Present: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

### 2. Welcome

2.01 MS Principal, Jennifer O'Connor will welcome the Board (proposed 6:00 duration 10 min)

- Overview of what is happening at the Middle School –have been so busy
  - National Jr. Honor Society – September 16<sup>th</sup> spent a few lunches picking apples off the trees in the court year, washing them, bagging them and donating to the local food pantry
  - Student Government – elections in October
    - Like to have an advisory council since very close election
    - Have a new student who wants to be part of it
      - will be the New Student Ambassador
  - October 10<sup>th</sup> was World Mental Health Day- 2 outside organizations
    - Ulster County Mental Health –7<sup>th</sup> graders, overview of mental health
    - Ulster Prevention Council - 8<sup>th</sup> grade– Escape Vape Room- learned about the dangers of vaping
  - This Friday is Halloween Dance
  - Next week – put social emotional training into practice
    - 8<sup>th</sup> grade team has really embraced the curriculum
      - Have a solid plan
  - Veteran's Day – last year had veterans come for flag pole raising
    - This year doing student lunch with a veteran on November 8<sup>th</sup>
      - Working on talking points for the students
  - The Tempest production will be Nov 14<sup>th</sup> and November 15<sup>th</sup>
    - Mostly MS, some HS students
  - November 21<sup>st</sup> Science Fair

Discussion:

- Science Fair is open to community
- Thank you to MS Principal for incredible work

### 3. Executive Session

3.01 Enter executive session (proposed 6:10 duration 60 minutes)

*Recommended Action:* Motion to enter into executive session to discuss OTA negotiations and the discipline of a particular employee

Motioned: Trustee Kurnit

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

Now Present

Trustee Warren arrived at 6:20

3.02 Exit Executive Session and Return to Public Session (proposed 7:10)

*Recommended Action:* Motion to exit executive session and return to public session at 8:45

Motioned: Trustee Kurnit

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Warren

Welcome to the new student representative Leon Savage

#### **4. Acceptance of Minutes**

##### **4.01 Acceptance of Minutes**

*Recommended Action:* The Board of Education hereby accepts the minutes of the October 8, 2019 Board Meeting

Motioned: Trustee Kurnit

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Warren

#### **5. Superintendent District News**

##### **5.01 The Superintendent will report District News (proposed 7:15)**

- Welcome to Leon Savage, Student Government Representative to the Board table
- Begun initial conversations at the Administrative Cabinet table regarding the Board resolution related to secondary start times
  - Working with our administrators to develop a timeline for the planning process
  - Anticipate an update at each meeting will be given on this work
- Community Survey and Community Meetings with Dr. Baughman:
  - Have sent three small handouts to each district employee for them to give to anyone in their life
  - Reached out to the different senior groups within the district by either sending individual letters or emails inviting them to take the survey and participate in the community meeting
  - Have distributed 1,000 flyers to various stores throughout the district
  - The libraries and town halls have the actual survey hard copy for

individuals to fill out and return

- Also have the survey in Spanish to towns and libraries
- Put notices on social media, and a pop-up on the website
- As of Sunday evening, there were over 200 surveys completed
- Have been notified that the architects are signing off on our Certificate of Substantial Completion for the press box and bleachers
  - Means that we can utilize the bleachers, but we still need to submit the certificate to SED in order to obtain the Certificate of Occupancy for the press box
- Bids for the science lab were opened today, it looks like we can proceed with the remainder of the project
  - Work will take place this summer and hope to have a functional lab for the 2020-2021 school year
- Reminder that we are entering the winter season shortly
  - Will work with Valerie Havas to do a reminder for our community regarding delays, early dismissals and snow days

Discussion:

- Try to come to consensus ASAP on the later start time logistics - parents can't wait until summer to find out the logistics of later start times

5.02 Update on the Vision (District Shared Decision Making Committee) (proposed 7:20 duration 10 min)

Motion to table this item until the next meeting

Motioned: Trustee Ratcliff

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Warren

Vision Statement:

An Onteora education fosters intellectual curiosity, mutual respect, self-respect, creative problem solving, individual expression, ethical decision making and active engagement in the world. Our community values and supports its children, through a holistic collaboration among students, families, the educational community, and Onteora residents at large. Students will graduate as engaged citizens and life-long learners with the confidence, self-awareness and skills to reach their maximum potential, and to live rich and successful lives.

## 6. Board District News

6.01 The Board will report District News

Trustee Storey went to ribbon cutting for Ashokan Trail with Trustee Osmond, Trustee DeJesus, Trustee Kurnit, Superintendent Victoria McLaren

Trustee Osmond reported that the rail trail will go to Route 28A

- Beautiful addition to community

Trustee Kurnit reported:

- Rail trail - stone wall and great view
- UCSBA last Thursday – 7 districts presented on what they were doing

## 7. Student Representative Report

**7.01 The Student Representative, Leon Savage will report to the Board**

- Thank you for making this a pleasant experience
- What students are interested in so far:
  - Climate Active Day – go outside and learn from environmental educators in area and what can be done to help the environment
  - Bathroom remodeling – gender neutral bathrooms around the MS/HS and other buildings
    - Trying to gather more information on what students want to pursue

**Discussion:**

- Bathroom project is far along at this point – speak to Assistant Superintendent for Business, Monica LaClair

**8. Acknowledge Public Be Heard Comments**

8.01 The Board will acknowledge the public be heard comments from the last meeting  
Sierra Smith, Lori Matteson, Corinne Gervai

**9. Public and Student Comment**

9.01 Public and Students may comment on any agenda or non-agenda item (proposed  
7:30 duration 10 min or more)  
No comment was made

**10. Discussion & Possible Action**

10.01 Discussion on Implementing Board Goals (proposed 7:40 duration 15 min)  
2019-2020 Board Goals

1. Continue proactive efforts to build a climate of mutual trust inclusive of all groups and entities within the District by:
  - Supporting initiatives to increase school spirit
  - Supporting a Culture and Climate Survey;
  - Continuing diversity education for students and staff;
  - Continuing development and training in social emotional learning, equity and inclusivity, and restorative justice practices;
  - Continuing efforts to better publicize the District's accomplishments;
  - Facilitating greater communication and advancing the vision of the District.
2. Support the development of a long-term, District-wide plan that strategically addresses educational goals, declining enrollment, facilities, community impact, budget and cost-saving measures. Accomplish this through input from Superintendent recommendations, Board Ad Hoc committee, Shared Decision-Making committee and community outreach. Specifically address the following:
  - Adopting a vision statement for the District;
  - Analyzing the Grade Level Configuration and Building Utilization Study;
  - Developing a timeline for the writing of a long-term District-wide plan.
3. Increase K-12 student knowledge and engagement in civics, social studies, and social issues by supporting:
  - Curricular innovation and inclusion of civics education across all subjects to begin by September 2020;
  - Continuing support of an independent, District-wide student government;
  - Secondary school voter education and registration;
  - The creation of a metric for a measurement of civic readiness and practical engagement.
4. Complete the process of revising the district's Homework Policy.
5. Organize our resources to improve the support we offer our students preparing for their future after graduation by:
  - Continuing to support and enhance the district's mentorship program;

- Engaging with the business community, to better understand current opportunities for graduating students;
  - Visiting programs such as the Ulster BOCES Career Tech, P-Tech, and alternative education programs;
  - Working with district staff to enable our students to anticipate and participate in the jobs of the future.
- 
- Reason on agenda is the need to discuss ways to keep on track with goals
  - Committed to better communication in community as a whole
  - Regular updates on progress of goals – once a month or quarter
  - Communicate out to public the status of the goals
  - Monthly updates on later start times
  - Goal 3 – in civics – last bullet point – “The creation of a metric for a measurement of civic readiness and practical engagement.”
    - Ask seniors if they are registered to vote – track over 10 years
    - Give students the Citizenship test – track scores at various grade level
      - Citizenship test is one of the teacher’s midterms
      - Not sure to give the students a test is fair
        - Ask administrators to give thoughts and comments about advantages and obstacles
    - Early voting posters up in the hallway of the HS
    - Assistant Superintendent for Curriculum & Instruction Jodi DeLucia and Superintendent Victoria McLaren will come back with a measurable instrument
  - Put on agenda every mid-month Board meeting –update of goals and progress on planning for start time change
  - Stay focused and Board can build on goals
  - Ribbon cutting ceremony for Press Box and Bleachers

#### 10.02 Memorandum of Agreement for new stipend for club (7:55)

*Recommended Action:* The Board of Education hereby approves the MOA between the Onteora Central School District and the Onteora Teachers' Association for a new stipend for the High School Book Challenge.

Motioned: Trustee Kurnit

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Warren

## 11. Policies

### 11.01 First Reading of Policy 2320 Attendance by Board Members at Conferences

Information ~~2018~~2019 2320 Internal Operations **ATTENDANCE BY BOARD MEMBERS AT CONFERENCES, CONVENTIONS AND WORKSHOPS**

The Board believes that continuing in-service training and development are important for its members. The Board, therefore, encourages the participation of all members at appropriate school board conferences, conventions and workshops which are believed to be of benefit to the School District. However, in order to control both the investment of time and funds necessary to implement this policy, the Board establishes the following guidelines:

- a. A calendar of school board conferences, conventions and workshops shall be maintained by the Board Clerk. The Board will periodically decide which meetings appear to be most likely to produce direct and indirect benefits to the School District. At least annually, the Board will

identify those new ideas or procedures and/or cost benefits that can be ascribed to participation at such meetings.

- b. Funds for participation at such conferences, conventions, workshops and the like will be budgeted for on an annual basis. When funds are limited, the Board will designate which members are to participate at a given meeting.
- c. Reimbursement to Board members for all actual and necessary registration fees, expenses of travel, meals and lodging, and all necessary tuition fees incurred in connection with attendance at conferences and the like will be in accordance with established regulations for expense reimbursement. All reimbursement requests must be submitted by June 30<sup>th</sup> of that school year.
- d. When a conference, convention or workshop is not attended by the full Board, those who do participate will be requested to share information, recommendations and materials acquired at the meeting.

The authorization for Board members to attend a conference, convention, workshop and the like shall be by Board resolution adopted prior to such attendance. However, the Board, in its discretion, may delegate the power to authorize attendance at such conferences to the President of the Board of Education.

Where authorization has been delegated to the President of the Board, no expense or claim form shall be paid unless a travel order or similar document signed by the President is attached to such form, authorizing the claimant to attend the conference.

General Municipal Law Section 77-b and 77-c Education Law Section 2118

Motion to waive second reading for Policy 2320

Motioned: Trustee Storey

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Warren

Motion to adopt Policy 2320 as written

Motioned: Trustee Ratcliff

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Warren

#### 11.02 First Reading of Policy 2211 Community Involvement in Advisory Committees

**2018 2019** 2211 Internal Operations **COMMUNITY INVOLVEMENT IN ADVISORY COMMITTEES**

The Board of Education recognizes that the public has resources of training and experience useful to the schools. The strength of the local School District is in large measure determined by the degree to which these resources are tapped in supporting the improvement of the local educational program. For the purposes of this policy, community shall mean not only the lay and public community, but also the personnel and student community of the School District.

When it is deemed appropriate by the Board of Education, Lay Advisory Committees may be appointed for a clearly specific time period and to address an identified concern(s).

The membership of any and all interim committees appointed will be determined by the Board of Education, and will be appropriate in terms of functionality with respect to the concern(s) and/or reason(s) for forming the committee.

It is not the intent of the Board of Education to maintain standing lay advisory committees, or does the Board of Education intend to abdicate its responsibility for all final decisions.

Motion to waive the second reading of Policy 2211

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous



Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Warren

Motion to adopt Policy 2211 as written

Motioned: Trustee Ratcliff

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Warren

#### 11.03 Rescind Policy 2310 Membership in Associations

*Recommended Action:* The Board of Education hereby rescinds Policy 2310 as unnecessary

Motioned: Trustee Ratcliff

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Warren

#### 11.04 Policy Reviewed - no action to take

##### 2019 2210 Internal Operations COMMITTEES OF THE BOARD

The Board may at its discretion establish committees for the purpose of undertaking a specific task in connection with Board activity. These committees, however, cannot make legal decisions for the entire Board.

At the request of the Board, the President shall appoint temporary committees consisting of less than a quorum of the full membership for special purposes. These committees shall be discharged on the completion of their assignment. The President of the Board shall be an exofficio member of such committees.

The Board of Education recognizes that it may be necessary from time to time to authorize advisory committees for the purpose of enlisting opinions and counsel of the general public. Such committees shall be appointed by the Board of Education. The Board has the right to accept, reject or modify all or any part of a committee recommendation.

##### **Visitation Committees**

The Board of Education may appoint one (1) or more committees annually to fulfill its obligations articulated in Policy 1310, subsections n and/or o.

Policy 1310 ; Education Law Section 1708

## 12. Independent Contract Retainers

#### 12.01 Approve all ICRs (proposed 8:10)

*Recommended Action:* The Board of Education hereby approves item numbers 12.02-12.06

Motioned: Trustee Kurnit

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Warren

#### 12.02 ICR - Lang

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the Independent Contractor Retainer between the Onteora Central School District and Jennifer Lang as a mentor in Equine Studies for the period

beginning October 23, 2019 through June 4, 2020 at a rate of \$250.00 for 25 hours, to a maximum of \$250.00, and authorizes the Superintendent to sign such an agreement.

12.03 ICR - Stein

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the Independent Contractor Retainer between the Onteora Central School District and Lauren Stein as a mentor in Pastries for the period beginning October 23, 2019 through June 4, 2020 at a rate of \$250.00 for 25 hours, to a maximum of \$250.00, and authorizes the Superintendent to sign such an agreement.

12.04 ICR - Hurley Ave. Family Medicine

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the Independent Contractor Retainer between the Onteora Central School District and Hurley Avenue Family Medicine as a mentor in Medicine for the period beginning October 23, 2019 through June 4, 2020 at a rate of \$250.00 for 25 hours, to a maximum of \$250.00, and authorizes the Superintendent to sign such an agreement.

12.05 ICR - Horn

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the Independent Contractor Retainer between the Onteora Central School District and Elizabeth Horn as a mentor in Jewelry for the period beginning October 23, 2019 through June 4, 2020 at a rate of \$250.00 for 25 hours, to a maximum of \$250.00, and authorizes the Superintendent to sign such an agreement.

12.06 ICR - Auerbach

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the Independent Contractor Retainer between the Onteora Central School District and Meredith Auerbach as a mentor in Physical Therapy for the period beginning October 23, 2019 through June 4, 2020 at a rate of \$250.00 for 25 hours, to a maximum of \$250.00, and authorizes the Superintendent to sign such an agreement.

**13. Consent Agenda**

13.01 Approve Consent Agenda (proposed 8:15)

*Recommended Action:* The Board hereby approves item numbers 13.02-13.07

Motioned: Trustee Storey

Seconded: Trustee Warren

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Warren

13.02 Personnel Agenda

The Superintendent of Schools hereby recommends the APPROVAL of the following SALARY CHANGES (INSTRUCTIONAL) effective September 1, 2019:

**TUESDAY, OCTOBER 22, 2019**  
**Middle School/High School**

			Current			Added	After Advancement			
Name	Position	School	Step	Credits	Salary	Credits	Add'l	Step	Credits	Salary
Blake, Courtney	Social Worker	WD	5M	6	\$73,488	6	\$852	5M	12	\$74,340
Bouchard, Corinne	Music Teacher	BN	4B	Bachelor's	\$67,104	Master's	\$3,712	4M	0	\$70,816
Brower, Alison	Nurse	PH	2	0	\$48,956	Bachelor's	\$1,389	2	0	\$50,345
Corsitto, Elizabeth	Elem. teacher	BN	7M	12	\$78,091	6	\$852	7M	18	\$78,943
Evans, Phyllis	Elem. teacher	WD	22M	24	\$123,116	6	\$852	22M	30	\$123,968
Farcher, Samantha*	Elem. teacher	PH	4M	0	\$70,816	6	\$852	4M	6	\$71,668
Fields, Dominique	ENL Teacher	PH	6M	48	\$81,333	6	\$852	6M	54	\$82,185
Gallin, Anne	Business Teacher	MS/HS	8M	6	\$79,109	6	\$852	8M	12	\$79,961
Gustafson, Amy	Special Ed teacher	PH	19M	36	\$104,178	6	\$852	19M	42	\$105,030
Harkin, Alexandra*	Speech Teacher	BN	2M	0	\$66,962	24	\$3,408	2M	24	\$70,370
Johnson, Diana*	Psychologist	WD	13M	0	\$89,857	20	\$2,840	13M	20	\$92,697
Katz, Emily	ENL Teacher	MS/HS	5B	Bachelor's	\$69,208	Master's	\$3,428	5M	0	\$72,636
Lefferts, Elizabeth	Elem. teacher	BN	11M	24	\$87,252	6	\$852	11M	30	\$88,104
Lim, Rachel	Elem. teacher	WD	11M	48	\$90,660	6	\$852	11M	54	\$91,512
Michella, William	Special Ed teacher	BN	7M	12	\$78,091	6	\$852	7M	18	\$78,943
Rivera, Stephanie	Math Teacher	MS/HS	5B	Bachelor's	\$69,208	Master's	\$3,428	5M	0	\$72,636
Ryan, Matthew	PE Teacher	BN	22M	12	\$113,652	12	\$1,704	22M	24	\$115,356
Ryan, Nicole	Special Ed teacher	WD	14M	54	\$96,993	6	\$852	14M	60	\$97,845
Tervenski, Lauryn	Elem. teacher	WD	14M	48	\$96,141	6	\$852	14M	54	\$96,993
Thomas, Doris	Social Studies teacher	MS/HS	20M	18	\$105,913	6	\$852	20M	24	\$106,765
Wade, Paula	OT	District	22M	18	\$115,007	6	\$852	22M	24	\$115,859
Wentland, Jennifer	Art Teacher	MS/HS	10M	0	\$82,000	6	\$852	10M	6	\$82,852

\* Credits above standard Master's program

**LEAVE OF ABSENCES: INSTRUCTIONAL**

EMPLOYEE NUMBER	EFFECTIVE DATE FROM – TO	REASON
3927	12/16/19-01/24/20	FMLA – paid
3927	01/25/20-03/08/20	FMLA – unpaid
3103	10/18/19- <del>TBD</del> 11/1/19	Admin - paid

**EXTRA DUTY STIPENDS**

NAME	POSITION	AMOUNT
Osswald, Robin	ENL Coordinator	\$4,825.00
Weisz, Amy	TUFS Advisor - #1	\$1,287.00
Wiswall, Virginia	Belleayre Bash Assistant Advisor	\$ 678.00
Knoche, Stephen	Social Studies – Liason	Rescind
Curlew, Alicia	Social Studies – Liason	\$3,469.00 *

\*pro-rated

**PERMANENT STATUS**

The following NON-INSTRUCTIONAL personnel have served a probationary period and are recommended to PERMANENT STATUS consistent with the applicable laws and regulations of the State of New York:

NAME	POSITION	PROBATIONARY DATE	PERMANENT DATE
Hilty, Michele	Monitor	9/4/18	11/4/19
Lapinsky, Lois	Monitor	9/4/18	11/4/19

**RESIGNATIONS: NON-INSTRUCTIONAL**

NAME	POSITION	EFFECTIVE DATE	REASON
Collins, Kaitlyn	Monitor	10/17/19	Personal

**LEAVE OF ABSENCES: NON-INSTRUCTIONAL**

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
3962	7/10/19-8/7/19	FMLA-Paid

**SUBSTITUTES : NON-INSTRUCTIONAL**

NAME	POSITION	AMOUNT
Vanleuvan, Nadine	Custodial Worker	\$13.00/hr
Kowalsky, Jessica	Monitor	\$75.00/day

### 13.03 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations

*Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #10/19, Confidential, as reviewed by Trustee Warren

### 13.04 Overnight Trip

*Recommended Action:* The Board of Education hereby approves 18 students from Science of Survival to go on an overnight trip to the Ashokan Center on November 8, 2019.

### 13.05 Surplus Items

*Recommended Action:* BE IT HEREBY RESOLVED, on recommendation by the Superintendent of Schools that the Board of Education of the Ontario Central School District declare the attached list of items from Buildings and Grounds as surplus and authorizes the sale or disposal of these items.

### 13.06 Surplus Books

*Recommended Action:* BE IT HEREBY RESOLVED, on recommendation by the Superintendent of Schools that the Board of Education of the Ontario Central School District declare the attached list of books from the Phoenicia Elementary School as surplus and authorizes the sale or disposal of these books.

### 13.07 Financial Report - August 2019

*Recommended Action:* The Board of Education has reviewed and hereby accepts the Financial Report for August 2019

## 14. Committee Reports

### 14.01 Facilities Committee: Trustee Storey to report. Next meeting is at 3:45 on 11/25/19

- Met yesterday, will give report at next meeting

14.02 Ad Hoc Committee on Communication: Trustee Salem to report  
Initial org meeting and identifies task – began lay out various instruments for communication of start times, meet next week, will put ideas in writing for Board and would like to meet with Superintendent

14.03 Ad Hoc Committee on best practices with declining enrollment and lower budgets

- Have not met

## 15. New Business

15.01 The Board will discuss New Business  
No new business

## 16. Old Business

16.01 The Board will discuss Old Business  
Consider identifying teacher's names, inspirations, academic successes – saw in Rochester schools

- Teachers found it a great way to inspire their students and was a sense of pride for them
  - Superintendent Victoria McLaren will talk to principals to talk to staff

## 17. Request For Information

17.01 Discuss Requests for Information  
Trustee Kurnit asked where we are in the process of hiring an assistant for the Director of Facilities

- Assistant Superintendent for Business, Monica LaClair reported that it is a State civil service title – 3 interested in position but only 1 wanted to be interviewed – will get next list on Thursday

Trustee Ratcliff asked about district's policy on transfers in and out of district

- Superintendent Victoria McLaren explained that the Board policy to accept non-resident tuition paying students has been rescinded
  - Rescinded because State sets the tuition rate and if you are accepting tuition students, cannot discriminate for Special Education students

## 18. Adjournment

18.01 Adjourn Meeting. Next meeting Tuesday, November 5, 2019 in the Woodstock School (proposed 8:40)

*Recommended Action:* The meeting is adjourned at 9:05

Motioned: Trustee Storey

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Warren

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Kevin Salem, Laurie Osmond, Valerie Storey, Bennet Ratcliff, Rob Kurnit, Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## SPECIAL MEETING

8:00 a.m.

## MINUTES

**WEDNESDAY, OCTOBER 30, 2019**

CENTRAL ADMINISTRATION CONFERENCE ROOM

### 1. Opening Items

1.01 Call to Order 8:07 am

1.02 Roll Call:

Present: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey

Not Present: Trustee Ratcliff, Trustee Warren, Trustee DeJesus

### 2. Action

2.01 Approve Settlement Agreement

*Recommended Action:* The Board of Education hereby approves the Settlement Agreement between employee #10302019 and the Onteora Central School District

Motioned: Trustee Storey

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey

Not Present: Trustee Ratcliff, Trustee Warren, Trustee DeJesus

Motion to approve the amended leave of absence for employee #10292019 to 10/18/19 -10/31/19

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey

Not Present: Trustee Ratcliff, Trustee Warren, Trustee DeJesus

### 3. Adjournment

3.01 Adjourn Meeting

*Recommended Action:* The meeting is adjourned at 8:10 am

Motioned: Trustee Storey

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey

Not Present: Trustee Ratcliff, Trustee Warren, Trustee DeJesus

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Kevin Salem, Laurie Osmond, Valerie Storey, Bennet Ratcliff, Rob Kurnit, Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## REGULARP MEETING

6:00 p.m.

## MINUTES

**TUESDAY, NOVEMBER 5, 2019**  
**WOODSTOCK SCHOOL**

### 1. Opening Items

- 1.01 Call to Order 6:00
- 1.02 Tobacco Policy
- 1.03 Pledge of Allegiance
- 1.04 Roll Call

Present: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus  
Not Present: Trustee Warren

### 2. Acceptance of Minutes

- 2.01 Acceptance of Minutes

*Recommended Action:* The Board of Education hereby accepts the minutes of the October 22, 2019 and the October 30, 2019 Board Meetings

Motioned: Trustee Ratcliff

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

### 3. Welcome

- 3.01 Woodstock Principal, Scott Richards will welcome the Board (proposed 6:05 duration 10 min)

During Parent-Teacher Conferences, parents commented that children are using these skills to help resolve problems at home.

2<sup>nd</sup> Grade teachers Molly Heekin and Erica Parisian spoke about the new Social-Emotional Learning (SEL) work in the District - working with trainers from the Morningside Center

- 4 R's- reading, writing, responsibility and resolution
- Training will be completed by the end of the year- 3 tiers:
  - Base SEL
  - Conflict Resolution
  - Brave conversations
    - All 3 means equitable schools
- Structured same way as classroom
- All grade levels do same units to grade level
  - All start with book talk then do 3 following activities
    - Not only being ok, but being ok with the world
- Showed video of the work in progress

Discussion:

- Program is integrated throughout the day
  - Picked 1 day per week for lesson, rest of the week use language
  - Trainer said to do the lessons as often as possible, as needed
    - Will change culture of the whole school
- Building Level Team met with librarian to integrate with library this year

#### 4. Superintendent District News

##### 4.01 The Superintendent will report District News (proposed 6:15)

- Thanks to Mr. Richards and Woodstock teachers for sharing the update on SEL work
- Building Utilization and Grade Configuration study update: Dr. Baughman spent the entire day in District on October 29<sup>th</sup>
  - Over the course of 10.5 hours, he engaged with 67 different people, including students (both MS and HS student government), teachers, parents, community members, PTA members, Booster club members, librarians, town supervisors, and UPK directors
    - 25 parents and community members at the evening meeting
    - Set a record for survey responses and the total was at 460 as of last week
  - Presentation set for December 17<sup>th</sup>
- Accepting the bids for the science lab tonight, will proceed with the remainder of the project
  - Work will take place this summer
  - Have a functional lab for September 2020
- Used first snow day last week
  - The road conditions were too hazardous to put district vehicles out
- District Logo –began a process of identifying a new district logo late last year
  - Received a second round of designs this week
    - Will discuss with Communication Committee, Administrative Cabinet and Shared Decision Making Committee (SDM) to incorporate the process of choosing a new logo into the work on the vision
- There is an Ulster County Opioid Prevention Task Force that has been working since early last year and they have created a Strategic Action Plan to combat the opioid crisis in our county
  - Ulster has largest number of fatalities, goal of reducing the opioid related fatalities in Ulster County by 50% in 2 years

##### Discussion:

- Send PowerPoint about Ulster County Opioid Prevention Task Force to Board
- Task Force was set up in 2018 – 65 community partners and stakeholders
  - Onteora should be part of this

##### 4.02 Update on the Vision (District Shared Decision Making Committee-SDM) (proposed 6:20 duration 30 min)

6:35

##### Current District Vision Statement:

An Onteora education fosters intellectual curiosity, mutual respect, self-respect, creative problem solving, individual expression, ethical decision making and active engagement in the world. Our community values and supports its children, through a holistic collaboration among students, families, the educational community, and



Onteora residents at large. Students will graduate as engaged citizens and life-long learners with the confidence, self-awareness and skills to reach their maximum potential, and to live rich and successful lives.

#### **Bennett Elementary Proposed Revision**

An Onteora educational community fosters intellectual curiosity, mutual respect, self-respect, creative problem solving, individual expression, and ethical decision making. Students will graduate as life-long learners with the confidence, self-awareness and skills to reach their maximum potential, and to live rich and successful lives as engaged citizens of our diverse community and the world.

Vision by Trustee Kurnit:

Vision Statement Revision - An Onteora education fosters intellectual curiosity, ethical decision making and active engagement in the world. We value our students and support their educational efforts encouraging them to reach their maximum potential.

Onteora empowers its students to find their unique voices; discover their passions; strive for excellence; and engage positively in the world, by providing an exemplary education in an environment that is equitable and inspiring.

Vision by Trustee Osmond:

Onteora empowers its students to find their unique voices, discover their passions, strive for excellence, and engage positively in the world, by providing an exemplary education in an environment that is inspiring and supportive.

- District Wide SDM asked to go back to building and get ideas for a new vision
  - Bennett Team hoping the vision could be shortened
- Identify key words that are most important to include:
  - Change tone - Onteora students discover their passions, express unique voices, etc.
  - Key words: collaboration, communication, health, individuality, unique, inspiring, supportive, empowerment, equity
  - Create a Google Doc for all Board member's input, then finalize at the next meeting, 2 meetings or by end of the year
    - Hone document through Google Doc

## **5. Board District News**

### **5.01 The Board will report District News**

Trustee Osmond – record number of Board trustees (6) at NYSSBA

- Excellent seminars and ideas

Trustee Ratcliff found out during NYSSBA that we using a Financial Software Program called Forecast 5

- Commend team for having something other districts want

Trustee Kurnit on the NYSSBA Conference:

- Glad to see that many seminars touched on social – emotional learning
- Communication Conference was headed by the Yale Center for Emotional Intelligence
- Interesting to see the process of Chappaqua choosing a new logo
- Seminar on IDEA and 504 – most attendees did not know much about program

Trustee Osmond NYSSBA highlights:

- Homework Reform seminar – reform of practice and policy
  - Homework can only count between 0% and 5% of grade
  - Timely teacher feedback on “home learning”

- Not lose recess, make equitable, not on weekends or vacations, no reading logs
- Student Leadership and Voice – inspire tomorrow leaders – based on 7 habits of highly effective teams – everyone could be a leader
  - Motto of presenting District is “Ready”
  - What things do we do that we can give to students to do?
    - Plan social events
    - HW club
    - Wording in Code of Conduct
    - Students take attendance
    - Planned into day to take minutes off Friday schedules – morning meetings led by students
    - Plan meals
    - Building tours
    - Summer initiative - students help write lessons and teach during the year
    - Students apply for the leadership team
- Emailed Board on the voting at NYSSBA on the resolutions – Ontario resolutions were in packet
  - Did not vote on them – too late in meeting

Trustee DeJesus – Raising Student Voice and Participation – students and student leaders from Rochester – panel talked about goals and what they were achieving, empowering each other, teacher mentor/leaders, ready for college, voting prep, expressed themselves well about wanting adults to hear them and respect their views

Trustee Storey on NYSSBA– Pre-law conference

- PowerPoint of “Know Where Board Authority Begins and Ends”
  - Add to New Board Members Handbook
- Voter registration and pre-registration policy – must create a policy
  - Cannot be course requirement or graded
- Add school bus drivers and monitors to School & District Safety Teams
- Vaccines are only for under 18
- July 1<sup>st</sup> must have a policy on Data Protection Officer

Trustee Salem – concentrated on student government and leadership

- Things they are recommending we already do

## **6. Student Representative Report**

6.01 The Student Representative, Leon Savage will report to the Board

- Club Fair run in to show students clubs
- Mental Health awareness – some students feel uncomfortable going to guidance, need to get more awareness and access to build curriculum

## **7. Acknowledge Public Be Heard Comments**

7.01 The Board will acknowledge the public be heard comments from the last meeting  
No comment was made

**8. Public and Student Comment**

8.01 Public and Students may comment on any agenda or non-agenda item (proposed 7:00 duration 10 min or more)

No comment was made

**9. Discussion & Possible Action**

9.01 Discuss ways to respond to Public Be Heard (proposed 7:05 duration 10 min)  
7:10

- Ways to reword script Board president says so sounds less stern, impersonal and off-putting
  - Correct factual information on the spot
- Acknowledge comments and say Board will consider them
- Board Officers work on re-wording President's statement and bring back for feedback

9.02 Memorandum of Agreement with ONTEA for new position

*Recommended Action:* The Board of Education hereby approves MOA number 11052019 for a new position of School District Computer Technician

Motioned: Trustee Storey

Seconded: Trustee Salem

- Have talked in the past about using a part time person from BOCES when the need of District with the expansion of technology requires a need for increased support
  - Be better served by someone in-district
  - There is an existing civil service list
  - Will be released from BOCES commitment by January 1

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

9.03 Memorandum of Agreement with OTA for Swim Coach

*Recommended Action:* The Board of Education hereby approves the MOA #11052019A between the Oteora Teachers' Association and the Oteora Central School District for a Swim Coach

Motioned: Trustee DeJesus

Seconded: Trustee Salem

- Girls are in the fall – too late for this year
- Sharing and finding ways to collaborate with another District
  - Do on a wide variety of fields, not just the athletic field
  - If more students wanted to swim, would still be able to do it?

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

9.04 Create Position

*Recommended Action:* The Board of Education hereby creates the following position:

1.0 FTE School District Computer Technician

Motioned: Trustee Kurnit

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

#### 9.05 Donation of Softballs

*Recommended Action:* The Board of Education hereby accepts the donation of 12 softballs

Motioned: Trustee Storey

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

### 10. Policies

10.01 Policies 2340 and 2350 Reviewed - No Action to Take

### 11. Independent Contract Retainers

11.01 Approve all ICRs (proposed 7:30)

*Recommended Action:* The Board of Education hereby approves item numbers 11.02-11.05

Motioned: Trustee Kurnit

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

11.02 ICR - Johnan

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Catherine Johnan retained as a Mentor in Early Childhood education effective November 6, 2019 to June 4, 2020 at a total rate of \$250.00 stipend and authorizes the Superintendent to sign such an agreement.

11.03 ICR - Zisman

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Corina Zisman retained as A Mentor in Psychology effective November 6, 2019 to June 4, 2020 at a rate of \$250.00 stipend and authorizes the Superintendent to sign such an agreement.

## 11.04 ICR - LoFaro

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Juliet Lofaro retained as A Mentor in Photography effective November 6, 2019 to June 4, 2020 at a rate of \$250.00 stipend for 25 hours and authorizes the Superintendent to sign such an agreement.

## 11.05 ICR - Salem

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Kevin Salem retained as A Mentor in Music Production effective November 6, 2019 to June 4, 2020 with the stipend waived and authorizes the Superintendent to sign such an agreement.

## 12. Consent Agenda

## 12.01 Approve Consent Agenda (proposed 7:35)

*Recommended Action:* The Board hereby approves item numbers 12.02-12.08

Motioned: Trustee Osmond

Seconded: Trustee Storey

- Bid total – added \$200,000– original amount no bids came in under budget

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

## 12.02 Personnel Agenda

**LEAVE OF ABSENCES: INSTRUCTIONAL**

EMPLOYEE NUMBER	EFFECTIVE DATE	FROM - TO	REASON
2453	*12/2/19-2/4/20 approx. dates		FMLA
3294	*1/2/20-3/27/20 approx. dates		FMLA
1870	12/12/19-12/20/19		Sick Bank

**SUBSTITUTE**

NAME	POSITION	AMOUNT
Bauer, Victoria	Uncertified Teaching Assistant *pending pre-empl*	\$75.00/day
Bauer, Victoria	Clerical *pending pre-empl*	\$13.00/hour
Bauer, Victoria	School Monitor *pending pre-empl*	\$75.00/day
McNally, John	Uncertified Teacher	\$85.00/day
McNally, John	Uncertified Teaching Assistant	\$75.00/day
Reiss, Mary	Certified Teacher	\$115.00/day
Snizek, Elena	Uncertified Teacher	\$85.00/day
Snizek, Elena	Uncertified Teaching Assistant	\$75.00/day

**EXTRA DUTY STIPENDS**

NAME	POSITION	AMOUNT
Faulkner, Todd	Wrestling-Modified-Assist. Coach	\$2,081.00
Faulkner, Todd	Wrestling JV-Assist. Coach-*co coach w/ Eric P.	\$1,809.00
Harrington, Brooke	Skiing Varsity-Head Coach-Girls	\$3,167.00
Pezzello, Eric	Wrestling JV-Assist. Coach- *co coach w/ Todd F.	\$1,809.00
Burkhardt, Patrick	Varsity Swimming Coach-Boys	\$3,167.00
Rushford, Michael	Track – Winter – Assistant Coach	\$2,828.00

King, Thomas	Track – Winter Head Coach	\$3,167.00
Liverani, Michael	Basketball – JV – Head Coach -Boys	\$3,915.00
Allison, Michael	Wrestling, Varsity (volunteer)	\$0.00
Weisz, Amy	HS Book Challenge Club	\$1,744.00
Boyer, Erica	Productions Account Manager	\$537.00

**RESIGNATIONS: NON-INSTRUCTIONAL**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
O'Keefe, Shannon	Substitute Teacher (Certified)	10/28/19	Personal
Wright, Julie	Internal Claims Auditor	10-31-19	Personal * pro-rated up until 11/6/19*

**APPOINTMENT:****NON-INSTRUCTIONAL – PART-TIME**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	PAY RATE	REMARKS
Brower, Lindsay	Internal Claims Auditor	11/6/19	\$5,712.00	Replaces Julie Wright
Zindulka, Kim	Food Service Worker/ HS	11/6/19	*Pro-rated 11/6/19-6/30/19* Step 1	Replaces Rose Anderson

**12.03 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations**

*Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #11/19, Confidential, as reviewed by Trustee Storey

**12.04 Intermunicipal Agreement for Gymnastics**

*Recommended Action:* The Board of Education approves the Intermunicipal Agreement with Highland Central School District for Gymnastics and authorizes the Superintendent to sign such agreement.

**12.05 Intermunicipal Agreement for Swimming**

*Recommended Action:* The Board of Education approves the Intermunicipal Agreement with Kingston City School District for Swimming and authorizes the Superintendent to sign such agreement.

**12.06 Warrants**

*Recommended Action:* The Board of Education has reviewed and hereby accepts Warrant Schedule 3

**12.07 Inter-School transfer**

*Recommended Action:* The Board of Education hereby approves the inter-school transfer of a 2nd grade student from Woodstock to Phoenicia

**12.08 Accept bid**

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Ontario Central School District approve the award of the bid for High School Chemistry Lab: Phase 2 Renovation and Improvements based on the bid documents of October 22, 2019 to the lowest responsible bidder in the amount of \$676,000 and authorizes the Superintendent to sign such an agreement.

### 13. Committee Reports

13.01 Facilities Committee: Trustee Storey to report. Next meeting is TBD

- Discussed bleacher system
- Bennett partition – still waiting on contractor to finish

Discussion:

- Update on Certificate of Occupancy (C of O) on press box
  - Sending to State Ed
- In-house PA system – not had a chance to meet about it
  - Director of Technology, John Reimer has not been available
  - Waiting to get C of O before doing sound system
  - Resource at BOCES who knows about audio

13.02 Ad Hoc Committee on Communications

- Did not meet, but began collaborating on fact sheet on strategies about how to communicate about start times
  - Use website, social & traditional media, possibly a start times Facebook page, public forums, PTAs, SDM, handouts for concerts and students to bring home, solicit input, UCSBA and others
- Next steps will be fact sheet for Board to review and working with Superintendent on press releases

13.03 Ad Hoc Committee on best practices with declining enrollment and lower budgets  
Did not meet

Health and Wellness Committee – Trustee Ratcliff

- Meet Greet, and Eat date tentatively set
- Set goal for Meet, Greet and Eat, funds for Belleayre Bash – excess funds for larger project or future project
- Discussion of Family Fitness Night
- Mental Health Awareness discussed – repurposing some mindfulness and mental health awareness brochures at big events that take place district wide or specific classes
  - Have table or give information on Mental Health at Washington Trip night and other parent events
  - Meet with student rep on what students are looking for in Mental Health
- Student Government and other students would be interested in going to the Health and Wellness events

### 14. New Business

14.01 The Board will discuss New Business  
No new business was discussed

### 15. Old Business

15.01 The Board will discuss Old Business  
No old business was discussed

## 16. Request For Information

### 16.01 Discuss Requests for Information

Trustee Osmond asked about having course syllabi online, when papers are due, when exams are scheduled

- Most MS & HS teachers put syllabi online
- Assistant Superintendent for Curriculum & Instruction Jodi DeLucia – be sure all provide same level of detail
  - Almost all MS Faculty worked with Google Docs- have access in those ways
- Get a more formal response – with information in it

All websites must be ADA compliant – all documents be able to be read to blind person

## 17. Adjournment

17.01 Adjourn Meeting. Next meeting Tuesday, November 19, 2019 in the Bennett School (proposed 8:00)

*Recommended Action:* The meeting is adjourned at 7:40

Motioned: Trustee Storey

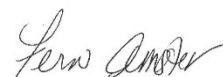
Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Kevin Salem, Laurie Osmond, Valerie Storey, Bennet Ratcliff, Rob Kurnit, Robert Burke Warren, Dafne DeJesus



# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## WORKSHOP MEETING

5:00 p.m.

## MINUTES

**TUESDAY, NOVEMBER 19, 2019**

**BENNETT SCHOOL**

### **1. Opening Items**

1.01 Call to Order 5:00

1.02 Tobacco Policy

1.03 Pledge of Allegiance

1.04 Roll Call:

Present: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

### **2. Executive Session**

2.01 Enter executive session (proposed 5:00 duration 1 hour)

*Recommended Action:* Motion to enter into executive session to discuss OTA negotiations and the employment history of a particular person

Motioned: Trustee Ratcliff

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

Now Present:

Trustee Warren arrived at 6:03

2.02 Exit Executive Session and Return to Public Session

*Recommended Action:* Motion to exit executive session and return to public session

6:10

Motioned: Trustee Storey

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Warren

### **3. Acceptance of Minutes**

3.01 Acceptance of Minutes

*Recommended Action:* The Board of Education hereby accepts the minutes of the November 5, 2019 Board Meeting

Motioned: Trustee Kurnit

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Warren

**4. Welcome**

4.01 Bennett Principal, Gabriel Buono will welcome the Board (proposed 6:05 duration 10 min)

- Partnership with community – Art Teacher Roberta Ziemba partnered with Beth Humphries from Woodstock Artists' Association & Museum (WAAM)
- Introduced them:
- Recognize that this community is rich in visual arts
  - WAAM invites students to exhibit every year – unique
- Education Curator at WAAM – been partnering with district 13 years
  - Build programs with administrators and teachers
    - 2-3 Onteora student shows a year
  - Currently has a show by HS student Natalie Horberg
  - Last 3 weeks been working with all Bennett students on portraits inspired by Peggy Bacon
  - Show during Woodstock Open House Dec. 6<sup>th</sup> at WAAM
    - Also, have your portrait done by student
- Read letter from veteran about enjoyable time with Bennett students around Veteran's Day Lunch at Bennett
- 4<sup>th</sup> graders went to NYS Museum in Capital
  - All students wore the same shirt - from PBIS – helped build unity
- 2<sup>nd</sup> year working with robotics – now have a robotics lab – looking to expand
  - Teacher Kelly Downs working to host a robotic competition
- Buckets donated by Woodstock Hardware used as drums by students with Music Teacher Harvey Boyer

**5. Presentation**

5.01 Presentation by Director of Food Services, Christine Downs (proposed 6:15 duration 20 min)

6:30

- In position for 13 years, started "Try-It Tuesdays", has requests for meatless Monday
- Met a representative from Food Forward, part of Humane Society
  - They work to Incorporate plant based meals
    - Did training with staff in September
- Try it Tuesday is now a plant based meal offered the next month
  - Today was Fiesta Rice and Beans – on menu next month
- At Phoenicia After School Healthy Kids Program – give meatless meals as well
  - Vegan cheese sauce for fries

Discussion:

- Objective is to give more options for students and expand their palates
- Will post recipes on website
- Getting easier to get ingredients
- Farm to School – purchase produce through local farmers
  - Vegetables are more expensive than frozen vegetables through USDA
- Organic food would be amazing, but already getting things from other than government – so not enough money in budget
- One of the first districts to get rid of high fructose corn syrup and whole grains

No longer present:  
Trustee Ratcliff left at 6:40

## 6. Superintendent District News

6.01 The Superintendent will report District News (proposed 6:35)

6:45

- Today is School Related Professional Day - thank SRPs for what they do
  - So dedicated
- Reminder about Dr. Baughman to present on Dec. 17<sup>th</sup> – give results of study
- Purchasing 2 wall mounted information racks –1 for main hall near HS office, one near guidance for information on substance abuse and mental health
- Late call on 2 hour delay today – thank Transportation Director Nicole Sommer
  - Started monitoring roads at 4:00 am – when staff came in said that visibility is becoming an issue, conditions had changed
- District Shared Decision Making Team met today – looked at some proposals for 8:00 start time, will bring information to next meeting
  - Also, reviewed district logos – will bring to Board

Discussion:

- Dr. Baughman will provide a comprehensive report in writing and will present a summary of his work
- District logo – not with students because original art is not always easily made into a logo
  - Get students involved in choosing

6.02 Update on the Vision (District Shared Decision Making Committee) (proposed 6:40 duration 30 min)

6:50

Onteora Central School District is an equitable learning community cultivating health, knowledge, skills, and values for productive, global citizenship.

- Bring to next meeting to discuss again

Onteora Central School District students are empowered in all areas of their lives

### Current District Vision Statement:

An Onteora education fosters intellectual curiosity, mutual respect, self-respect, creative problem solving, individual expression, ethical decision making and active engagement in the world. Our community values and supports its children, through a holistic collaboration among students, families, the educational community, and Onteora residents at large. Students will graduate as engaged citizens and life-long learners with the confidence, self-awareness and skills to reach their maximum potential, and to live rich and successful lives.

Laurie orig. (w/ Rob revision):

Onteora empowers its students to find their unique voices, discover their passions, strive for excellence and engage positively in the world; by providing an exemplary education in an environment that is equitable and inspiring.

Bennet (from meeting):

Onteora empowers students to discover their passions, express unique voices, aspire to academic excellence, lead physically and mentally healthy lives, and engage in life-long learning while collaborating with the community and our diverse world.

Kevin:

By providing an equitable, academically rich, compassionate and community-minded learning environment, Onteora strives to cultivate creative, healthy, and empowered critical thinkers, prepared to contribute to a diverse society as ethical citizens and lifelong learners.

Laurie V3:

Onteora students are empowered to discover their voices and passions, and contribute to a diverse society as ethical participants and lifelong learners. The Onteora district supports this by providing an academically rich learning community that values equity, health, creativity, and critical thinking.

From other Districts:

-Learning transfers to life beyond the -----School District experience, enabling each student to flourish as a responsible citizen in the global community.

-Every student is achieving at their maximum potential in an engaging, inspiring and challenging learning environment.

-All learners believe in their power to embrace learning, to excel, and to own their future.

-----Public Schools is a community of lifelong learners that demonstrates the knowledge, skills, and values required for productive global citizenship.

-The -----School District will be an exemplary 21st Century learning community whose graduates are prepared to excel in a complex, interconnected, changing world.

-The -----School District will be a premier educational institution, source of pride and innovation, and the cornerstone of emerging opportunities producing a twenty-first century citizen.

Some context for Vision and Mission Statements;

Developing strong vision and mission statements can help stakeholders in your school reach such a common understanding. A vision is your school's goal—where you hope to see it in the future. The mission provides an overview of the steps planned to achieve that future. A vision is concise and easy to recall, whereas a mission is lengthier and more explanatory in nature. Your school may also want to establish targets along the way to measure progress toward its vision.

## 7. Board District News

### 7.01 The Board will report District News

Trustee Salem reported that K-3 Librarian Shelley Savatgy sends newsletters each week that are fantastic

- The newsletters are a Literary experience – mention to Ms. Savatgy from the Board

Trustee Storey reported that her college student recognized the signs of mental health problem in her roommate because of her education here

Trustee Kurnit reported:

- Pat Ryan will be coming to UCSBA on Dec. 12<sup>th</sup>
- Will be attending the NYSSBA roundtable on Dec. 6<sup>th</sup> in Latham
  - 25 school board members from the state – in preparation to meeting with Head of the Regents

## 8. Student Representative Report

### 8.01 The Student Representative, Leon Savage will report to the Board

No Student Rep is present to give the report

**9. Acknowledge Public Be Heard Comments**

- 9.01 The Board will acknowledge the public be heard comments from the last meeting  
No comment was made

**10. Public and Student Comment**

- 10.01 Public and Students may comment on any agenda or non-agenda item (proposed 7:20 duration 10 min or more)  
No comment was made

**11. Discussion & Possible Action**

- 11.01 Discuss ways to respond to Public Be Heard (proposed 7:25 duration 15 min)

**Make statement friendlier**

Proposed Language: The Board appreciates hearing from the public, including students, on any agenda or non-agenda item. Please understand that by our adopted parliamentary procedure, the Board can't engage in discussion or answer questions during Public Be Heard. We realize that this can be frustrating, but please know that we hear you and take all your comments into consideration. The Board does reserve the right to correct any inaccuracies or misinformation during Public Be Heard, ~~for the sake of clear communication out to the district.~~ Please limit your comments to 3 minutes, be civil, and do not name any particular individuals. People wishing to express individual student or personnel concerns can bring them to the Superintendent's attention in private.

- Start with "I'd like to take a minute to explain our procedure"
- Bring back at next meeting

- 11.02 Discuss progress on 2019-2020 Goals (proposed 7:40 duration 15 min)  
2019-2020 Board Goals

Motion to add getting an update on resolution on start times in this agenda item

Motioned: Trustee Storey

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee DeJesus, Trustee Warren

Not Present: Trustee Ratcliff

1. Continue proactive efforts to build a climate of mutual trust inclusive of all groups and entities within the District by:
  - Supporting initiatives to increase school spirit
  - Supporting a Culture and Climate Survey;
  - Continuing diversity education for students and staff;
  - Continuing development and training in social emotional learning, equity and inclusivity, and restorative justice practices;
  - Continuing efforts to better publicize the District's accomplishments;
  - Facilitating greater communication and advancing the vision of the District.

**Superintendent update:**

- Significant professional development in equity - 14 days in total
- Training and curriculum working all 5 buildings
  - All elementary have same trainer- common language
- Bennett's 1<sup>st</sup> training is today
- Implemented 1<sup>st</sup> unit – K-3 and 7-12
  - Incorporating in daily routine as well
- Compiling books to support equity

- Additional training for TAs and other school personnel in spring
- Meeting with Communication Specialist from BOCES – has desk in Central Office
- More conversations with Administrators in increasing communications
- Make special efforts to communicate with seniors
- Host constituency meetings: PTA, Town Supervisors
- Attend Booster Club and elementary school's PTA meetings

## Discussion:

- Director of Food Service said she doesn't have time to make signs
    - Will reach out to her to see if Central can make signs for her or BOCES can make more substantial signs
2. Support the development of a long-term, District-wide plan that strategically addresses educational goals, declining enrollment, facilities, community impact, budget and cost-saving measures. Accomplish this through input from Superintendent recommendations, Board Ad Hoc committee, Shared Decision-Making committee and community outreach. Specifically address the following:
- Adopting a vision statement for the District;
  - Analyzing the Grade Level Configuration and Building Utilization Study;
  - Developing a timeline for the writing of a long-term District-wide plan.

## Superintendent update:

- Focused on Dr. Baughman's Building Utilization Study, 560 responses to survey, reasonable responses to meetings
- Board is working on Vision Statement

## Discussion:

- Putting off timeline for District Plan until after Dr. Baughman's presentation
3. Increase K-12 student knowledge and engagement in civics, social studies, and social issues by supporting:
- Curricular innovation and inclusion of civics education across all subjects to begin by September 2020;
  - Continuing support of an independent, District-wide student government;
  - Secondary school voter education and registration;
  - The creation of a metric for a measurement of civic readiness and practical engagement.

## Assistant Superintendent for Curriculum &amp; Instruction, Jodi DeLucia update:

- Student Government has used their voice in good ways
  - Student government asked to be involved in bathroom feedback
- Vote on school mascot shows interest for their input
- Administrator meetings to increase civics - is in the extra-curricular as well
- Hallways of MS/HS voter registration posters
- More detail before holidays

## Discussion:

- Grades 6-12 Student Governments met
  - Several classes engaged in helping voter registration
    - Acknowledge what is in place
  - Look at leadership for elementary students - give them decisions to make, age appropriate
4. Complete the process of revising the district's Homework Policy.
- Right now not doing anything – have to take rudimentary steps in Policy committee

- Have discussion at Policy committee and get feedback from the Board
  - Bring in speaker and teachers from other districts - take questions and answers –conversation about homework
  - Hear from Onteora teachers (AP teachers) to see how they can have no homework on breaks
  - Next step is for Policy Committee to have conversation and come up with step by step process
  - Homework is an equity issue – not all children have the resources at home
    - Parents may not be available
5. Organize our resources to improve the support we offer our students preparing for their future after graduation by:
- Continuing to support and enhance the district's mentorship program;
  - Engaging with the business community, to better understand current opportunities for graduating students;
  - Visiting programs such as the Ulster BOCES Career Tech, P-Tech, and alternative education programs;
  - Working with district staff to enable our students to anticipate and participate in the jobs of the future.

Superintendent Update:

- Supporting the Community Mentor Program – grows every year
- District is a member of the UC Chamber of Commerce – use them to reach businesses for our students

Discussion:

- Have organized tours for BOCES – especially important for new Board members
  - Many possibilities for our students at BOCES

Trustee DeJesus left the room at 8:10

Trustee DeJesus came back to the meeting at 8:15

Resolution for start times:

- Secondary administrators working on schedules to align with later start time
  - Talking to teachers, bringing ideas to student government
- Discussed with SDM, will discuss with Administrative Cabinet

Discussion:

- Can't give more detail without explaining the schedule – next Board meeting
- Schedule U says amount of minutes that are in each class – will have to change if class time periods change
  - Discussed at Administrative Cabinet

11.03 Accept Donation

*Recommended Action:* The Board of Education hereby approve the donation of an electric guitar and amplifier from Nancy Raegan.

Motioned: Trustee Salem

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee DeJesus, Trustee Warren

Not Present: Trustee Ratcliff

## 11.04 Approve Memorandum of Agreement

*Recommended Action:* The Board of Education hereby approves MOA # 11192019 for an Environmental Club

Motioned: Trustee Kurnit

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee DeJesus, Trustee Warren

Not Present: Trustee Ratcliff

\*\* The Board took a Break at 8:15

## 12. Policies

## 12.01 First Reading of Policy 3110 Goals of School and Community Relations

8:30

~~2018~~2019 3110 Community Relations **SUBJECT: GOALS OF SCHOOL and COMMUNITY RELATIONS**

The major goals of school and /community relations are:

- a. To develop and maintain the confidence of the community in the Board, the professional staff, and the educational program.
- b. To stimulate public interest and involvement in the schools ~~and public understanding of every aspect of the schools.~~
- c. To discover what people think, and what they want to know; ~~and to correct erroneous impressions~~ and supply ~~all desired~~ information as appropriate.
- d. To develop the most effective means of communication with the maximum number of people in the District.

Parents, Guardians, students and community members are encouraged to discuss concerns with members of the school staff most immediately concerned with the issue.

NOTE: Refer also to Policy #3230 – Public Complaints

- NYSSBA review said policy was ok as is

Motion to waive second reading of Policy 3110

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee DeJesus, Trustee Warren

Not Present: Trustee Ratcliff

Motion to adopt Policy 3110 as written

Motioned: Trustee Storey

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee DeJesus, Trustee Warren

Not Present: Trustee Ratcliff

## 12.02 First Reading of Policy 3120 School News Releases

Change to a NYSSBA policy 2019 3120 Community Relations MEDIA RELATIONS

The Board of Education invites and welcomes the active participation of all forms of media, in educating the public, improving education and promoting the schools within the district and the wider community. The Board and Superintendent will make every reasonable effort to cooperate with the



media by providing accurate information about district operations, to the extent permissible by statute and regulation.

The Board President is designated as the spokesperson for the Board when the Board is making a statement on an issue. No other member of the Board individually will speak for, or in the name of, the Board unless by explicit direction of the Board. Board members should emphasize to the media when asked to speak as a Board member that they can only speak as private citizens unless they have been empowered by the Board to speak for it.

The Superintendent of Schools shall establish all necessary procedures to govern day-to-day interactions between the schools and the news media.

The Superintendent of Schools is designated as the spokesperson for the district.

Cross-ref: 4526, Computer Use in Instruction

8630, Computer Resources and Data Management

Ref: Arts and Cultural Affairs Law §61.09

- Principals work with BOCES Communications Office for press releases

Motion to waive second reading of Policy 3120

Motioned: Trustee Storey

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee

DeJesus, Trustee Warren

Not Present: Trustee Ratcliff

Motion to adopt Policy 3120 as written

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee

DeJesus, Trustee Warren

Not Present: Trustee Ratcliff

#### 12.03 Rescind Policies 2130 Board Members Statement of Values and Protocol and 3130 Relations with Municipal Government

*Recommended Action:* The Board of Education hereby rescinds Policies 2130 and 3130

- Recommended to be rescinded by NYSSBA
- Norms have been put on Board webpage
- Policy 2130 is non-enforceable

Motioned: Trustee Salem

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee

DeJesus, Trustee Warren

Not Present: Trustee Ratcliff

### 13. Independent Contract Retainers

#### 13.01 Approve all ICRs (proposed 8:15)

*Recommended Action:* The Board of Education hereby approves item numbers

13.02-13.05

Motioned: Trustee Storey

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee

DeJesus, Trustee Warren  
Not Present: Trustee Ratcliff

#### 13.02 ICR Belado

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Christina Belardo retained as Mohonk Preserve Educator effective December 2, 2019 to December 13, 2019 at a total rate of \$295.00 per program and authorizes the Superintendent to sign such an agreement.

#### 13.03 ICR Meyer

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Monica Meyer retained as Developmental-Behavioral Pediatrician effective November 20, 2019 to June 30, 2020 at a rate of \$300.00 per hour to a maximum of \$6,000.00 and authorizes the Superintendent to sign such an agreement.

#### 13.04 ICR Young

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Dan Young retained as Accompanist effective November 20, 2019 to June 26, 2020 at a rate of \$200.00 per High School Concert and authorizes the Superintendent to sign such an agreement.

#### 13.05 ICR - Burns

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Kathy Burns retained as Accompanist effective November 20, 2019 to June 26, 2020 at a rate of \$160.00 per Middle School Concert and Dress Rehearsal, as well as a rate of \$225.00 per High School Concert and two Dress Rehearsals and authorizes the Superintendent to sign such an agreement.

### 14. Consent Agenda

#### 14.01 Approve Consent Agenda (proposed 8:20)

*Recommended Action:* The Board hereby approves item numbers 14.02-14.05

Motioned: Trustee Storey

Seconded: Trustee Warren

- The OTA contract has an amount assigned to each stipend
  - Changes each year at same level of salary
  - Set up to be commiserate with level of responsibility
    - Create new stipends by looking at similar stipends

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee

DeJesus, Trustee Warren

Not Present: Trustee Ratcliff

## 14.02 Personnel Agenda

**LEAVE OF ABSENCES: INSTRUCTIONAL**

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
3927	*Approx. dates*12/16/19-3/15/20	FMLA (dates excluding holidays)

**SUBSTITUTE**

NAME	POSITION	AMOUNT
Martin, Yvette	Nurse	\$115.00/day

**SUBSTITUTE**

NAME	POSITION/SCHOOL	EFFECTIVE DATE FROM - TO	PAY RATE	REASON
Weidner, Sandra	Business Teacher/HS	9/1/19-6/30/20	1MA	Replace W. Prutzman

**EXTRA DUTY STIPENDS**

NAME	POSITION	AMOUNT
Bennett, Aaron	Basketball-Modified Head Coach-Boys	\$2,603.00
Burkhardt, Patrick	Varsity Swimming Coach-Boys	\$3,167.00
DeRuvo, Richard	HS Environmental Club Advisor	\$1,298.00
Carroll, Brittany	Sounds of Jazz-Director	\$1,512.00
Carroll, Brittany	Musical-Vocal Coach	\$1,177.00
Carroll, Brittany	Musical-Coordinator	\$504.00
Carroll, Brittany	Musical-Orchestra Director	\$842.00

**APPOINTMENT:****NON-INSTRUCTIONAL – PART-TIME**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	PAY RATE	REMARKS
Brodhead, Chester*	School Bus Driver	11/20/19	Step 10	

\*pending pre-employment physical and drug testing\*

## 14.03 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations

*Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #11/19, Confidential, as reviewed by Trustee Storey

## 14.04 Surplus Books

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District declare the attached list of books from the Middle/High School as surplus and authorizes the sale or disposal of these books.

## 14.05 Unpaid Tax Warrants

*Recommended Action:* BE IT HEREBY RESOLVED by the Board of Education of the Onteora Central School District upon recommendation by the Superintendent of Schools that the Board of Education approve the warrant for unpaid taxes in the amount of \$2,710,780.56 for Ulster County and agree by signing such warrant. BE IT HEREBY RESOLVED by the Board of Education of the Onteora Central School District upon recommendation by the Superintendent of Schools that the Board of Education approve the warrant for unpaid taxes in the amount of \$201,687.27 for Greene County.

**15. Committee Reports****15.01 Ad Hoc Committee on Communications Trustee Salem to report (proposed 8:25)**

- Dealing with Start Times
- Met with BOCES Communication Specialist
  - Fact sheet provided – make sure everyone is ok with information
  - Create a handout for concerts, send home in backpacks for elementary schools
- Resistance to ideas can happen with no reason
  - After have information about scheduling, then will put out press release and schedule forums

**15.02 Ad Hoc Committee on best practices with declining enrollment and lower budgets**  
Did not meet**16. New Business****16.01 The Board will discuss New Business**  
No new business was reported**17. Old Business****17.01 The Board will discuss Old Business**  
No old business was reported**18. Request For Information****18.01 Discuss Requests for Information**

Trustee Storey requested to take 5 IEPs that have counseling and OT/PT - see 2 years ago to this year

- Changed to minutes from frequency in IEPs
- Is student getting the same time?

**19. Adjournment****19.01 Adjourn Meeting. Next meeting Tuesday, December 3, 2019 in the Phoenicia School**

*Recommended Action:* The meeting is adjourned at 8:50

Motioned: Trustee Storey

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee DeJesus, Trustee Warren

Not Present: Trustee Ratcliff

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Kevin Salem, Laurie Osmond, Valerie Storey, Bennet Ratcliff, Rob Kurnit, Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## SPECIAL MEETING

8:15 a.m.

## MINUTES

**TUESDAY, NOVEMBER 26, 2019**

Central Administration Conference Room

### 1. Opening Items

1.01 Call to Order 8:25 am

1.02 Roll Call

Present: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee DeJesus

Not Present: Trustee Storey, Trustee Ratcliff, Trustee Warren

### 2. Action

2.01 Approve Independent Contract Retainer

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approves the Independent Contractor Retainer between the Onteora Central School District and Joseph DeCaro, as an Impartial Superintendent's Hearing Officer for Superintendent Hearings for the period beginning November 26, 2019 to June 30, 2020 at a rate of \$550.00 per hearing, and authorizes the Superintendent to sign such an agreement

Motioned: Trustee Salem

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee DeJesus

Not Present: Trustee Storey, Trustee Ratcliff, Trustee Warren

### 3. Adjournment

3.01 Adjourn Meeting

*Recommended Action:* The meeting is adjourned at 8:27

Motioned: Trustee Salem

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee DeJesus

Not Present: Trustee Storey, Trustee Ratcliff, Trustee Warren

Board of Education: Kevin Salem, Laurie Osmond, Valerie Storey, Bennet Ratcliff, Rob Kurnit, Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

REGULAR MEETING

5:00 p.m.

MINUTES

**TUESDAY, DECEMBER 3, 2019**

**PHOENICIA SCHOOL**

## **1. Opening Items**

1.01 Call to Order 5:00

1.02 Tobacco Policy

1.03 Pledge of Allegiance

1.04 Roll Call: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

## **2. Executive Session**

2.01 Enter executive session (proposed 5:00 duration 1 hour)

*Recommended Action:* Motion to enter into executive session to discuss OTA negotiations

Motioned: Trustee DeJesus

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

Now Present:

Trustee Warren arrived at 5:55

2.02 Exit Executive Session and Return to Public Session

*Recommended Action:* Motion to exit executive session and return to public session

Motioned: Trustee Ratcliff

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Warren

## **3. Acceptance of Minutes**

3.01 Acceptance of Minutes

*Recommended Action:* The Board of Education hereby accepts the minutes of the November 19, 2019 and November 26, 2019 Board Meetings

Motioned: Trustee Salem

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Warren

## **4. Welcome**

4.01 Phoenicia Principal, Linda Sella will welcome the Board (proposed 6:05 duration 10 min)

Introduced 1<sup>st</sup> grade Teacher Elizabeth Granberg and Special Education Teacher Amy Gustafson to talk about Word Detectives

- Started as Teacher's College program strategy for decoding hard words, have expanded past just reading
  - Students are engaged as word detectives all day
- Mission every day to give them a problem to solve
- Strategies for site words – finding words in other words and decoding
- In reading, writing, science, social studies, phonics and math
- New Phonics program ties in perfectly with Word Detectives
- Working to expand program to other areas of school (i.e. Library)

Discussion:

- Nice to see a "slice" of the classroom

## 5. Superintendent District News

### 5.01 The Superintendent will report District News (proposed 6:15)

- Thanks to all of the Towns, the County and State road crews who made it possible to open school today
- Please check the calendar for all of upcoming holiday events
  - Tomorrow is the Middle School winter concert, next week is the High School Winter concert and the following week is the Bennett winter concert
- Have used 2 snow days to date, and still have 6 left
- Next Board meeting is a presentation from Dr. Baughman on the Building Utilization and Grade Configuration study
  - Begun publicizing on Facebook and a press release will be sent to the papers

### 5.02 Scheduling Options for Secondary Start Time

HS Principal Lance Edelman presented:

- Put presentation together in October and changes were made as feedback was received from the liaisons (representatives from each department – also Building Level Team [BLT]), MS Cabinet (also BLT), Administrative Cabinet, Student Government, MS/HS Faculty and Staff and the District Shared Decision Making
  - Still have some tweaks to make
- Made periods 1-6 40 min (cut from 42 min)
  - Allows BOCES students to get required 4 periods of instruction before leaving for PM BOCES
- Homeroom and daily announcements at the end of the day instead of the morning
  - Hope to have TV production class to put announcements up on TV station, link on website, play on all monitors in MS/HS though out the day, so students can see announcements before the end of the day
- Career Tech Education – limit enrollment in AM –transport with special bus runs to BOCES
- Career Tech Education – PM - most BOCES students are in the afternoon
  - Would order lunch in the morning and give out on buses
  - Return to building at 2:25 – study hall until dismissal (may be changed)

- BOCES Special Education, Phoenix Academy, Therapeutic Transition Program, and P-Tech Students
  - Special bus run transportation
- Athletics will move start time of games to 4:45 – late fall events – 4:15-4:30
  - Some events cannot change start time
  - The transportation schedule of athletic teams will be reviewed to see if they can leave later (closer to game time)
- Late buses will be at 4:35 and 5:30
- Elementary 9:00 start, dismissal by 3:55 – 15 minutes later than now
- Annual Review season for IEPs is coming and need to have the required minutes correct on the IEPs

Discussion:

- Thanks to you and all the staff that worked on this proposed schedule
- Morning CTE – breakfast – BOCES has breakfast program
  - Have a “Grab and Go” shop at BOCES
  - Now come to HS, then bus takes them to BOCES
- Students eat lunch on the bus now – would district be liable if student doesn’t have a specific lunch period in their schedule and choked?
- Sports time needs to be moved later– have a lot of students missing instructional time for athletics – opportunity to improve
- Did not consider 6<sup>th</sup> grade in MS – will make further changes when 6<sup>th</sup> moved up
- Elementary Principals and Transportation agreed on elementary start time
- Spoke to New Paltz, who moved start time recently
  - They use block scheduling – MS/HS shares very few teachers
  - Sporting events are closer
- Athletic Director will look at each event to for what time to leave - resolves concerns
- Not every elementary has late runs – enough buses to get back for late runs?
  - Director of Transportation, Nicole Sommer specifically routes 6 buses with shorter routes to get back in time to the HS for late runs
- Next step go back to Administrative Cabinet to see if additional comments
- If Board is comfortable, then talk to unions to discuss work day, then roll out
- Worked on other schedules, but this one worked best
- Later Start times has been discussed at county Superintendents’ meetings with BOCES Superintendent

## 6. Board District News

### 6.01 The Board will report District News

Trustee Kurnit and Trustee Osmond are going to NYSSBA for roundtable – 25 Board members from around state to meet with Head of Regents

## 7. Student Representative Report

### 7.01 The Student Representative, Leon Savage will report to the Board 6:50

Recently discussed in Student Government Meetings:

- Went over later start times main concern was athletics and playing in the dark, but were happy with the change



- Have condoms in health offices - get education on them
- Working on Video Game Tournament as a fundraiser to raise money for proms of each class
- Bathroom revisions – locations and remodeling

## Discussion:

- Want a single stall gender neutral bathroom in every hallway – so don't have to walk so far to a gender neutral bathroom
- In locker rooms - reduce showers, increase toilets and lockers
- Video Game Tournament is great – University of Albany is trying to get e-video games part of Varsity Sports

**8. Acknowledge Public Be Heard Comments**

8.01 The Board will acknowledge the public be heard comments from the last meeting  
No comment was made

**9. Public and Student Comment**

9.01 Public and Students may comment on any agenda or non-agenda item (proposed 6:30 duration 10 min or more)  
No comment was made

**10. Discussion & Possible Action**

10.01 Update on the Vision (District Shared Decision Making Committee) (proposed 6:35 duration 30 min)

From 11/19/19 Meeting:

Onteora Central School District is an equitable learning community cultivating health, knowledge, skills, and values for productive global citizenship.

Motion to adopt above sentence as District Vision

Motioned: Trustee Osmond

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Warren

10.02 Discuss ways to respond to Public Be Heard (proposed 7:05 duration 15 min)

The Board appreciates hearing from the public, including students, on any agenda or non-agenda item. Please understand that by our adopted parliamentary procedure, the Board can't engage in discussion or answer questions during Public Be Heard. ~~We realize that this can be frustrating, but~~ Please know that we hear you and take all your comments into consideration. The Board does reserve the right to correct any inaccuracies or misinformation during Public Be Heard. Please limit your comments to 3 minutes, be civil, and do not name any particular individuals. People wishing to express individual student or personnel concerns can bring them to the Superintendent's attention in private.

Motion to adopt as Public Be Heard language

Motioned: Trustee Ratcliff

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Warren

10.03 Discuss Board Member Handbook (proposed 7:20 duration 10 min)

- Came up in discussion of Orienting New Board Members policy

- Never brought to whole Board when revised by 2 Board members
  - Thanks to Trustee Storey and Trustee Warren who did revisions
- Trustees to work to update handbook – Trustee Storey and Trustee Kurnit will update handbook

## 10.04 Budget Calendar for 2020-2021

7:05

- Can information about unknown budget numbers from State and Health Insurance group be incorporated into budget calendar?
  - Always need to create budget without information from the State and health insurance group and have done a great job with that
  - Create addendum to budget calendar – approximate dates unknown numbers will be in

Motion to approve 2020-2021 Budget Calendar

Motioned: Trustee Osmond

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Warren

## 10.05 Abolish &amp; Create Position

*Recommended Action:* The Board of Education hereby abolishes the following position: .4 FTE Physical Education and hereby creates the following position .5 FTE Physical Education

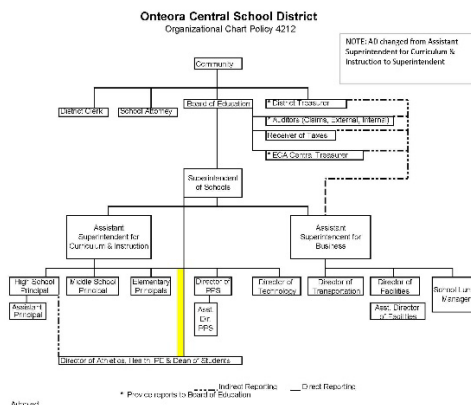
Motioned: Trustee Salem

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Warren

## 10.06 First Reading of Policy 4212 Organizational Chart



- Move line of reporting for Director of Athletics, PE, Health and Dean to Superintendent instead of Assistant Superintendent for Curriculum & Instruction
- Change to take line out that crosses Assistant Superintendent for Curriculum & Instruction and out to left

**11. Independent Contract Retainers****11.01 Approve all ICRs (proposed 7:40)**

*Recommended Action:* The Board of Education hereby approves item numbers 11.02-11.06

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Warren

**11.02 ICR - Snyder**

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Teresa Snyder retained as a Health Insurance and Personnel Trainer effective January 1, 2020 to June 30, 2020 at a total rate of \$30.00 per hour, to a maximum of \$4,000.00 with no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement.

**11.03 ICR - Hannah Arendt Center**

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Hannah Arendt Center at Bard College retained as a Community Mentor in Political Theory effective December 4, 2019 to June 4, 2020 with the Stipend Waived and authorizes the Superintendent to sign such an agreement.

**11.04 ICR - Chaikin**

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Steven Chaikin retained as Impartial Hearing Officer for Superintendent Hearings effective December 4, 2019 to June 4, 2020 at a rate of \$550.00 per hearing and authorizes the Superintendent to sign such an agreement.

**11.05 ICR - McCarthy**

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Victoria McCarthy retained as a Community Mentor in Musical Theater effective December 4, 2019 to June 4, 2020 at a total rate of \$250.00 Stipend for 25 hours, with no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement.

**11.06 ICR - Price**

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Barry Price retained as a Community Mentor in Architecture

effective December 4, 2019 to June 4, 2020 at a total rate of \$250.00 Stipend for 25 hours, with no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement.

## 12. Consent Agenda

### 12.01 Approve Consent Agenda (proposed 7:45)

*Recommended Action:* The Board hereby approves item numbers 12.02-12.05

Motioned: Trustee Ratcliff

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Warren

### 12.02 Personnel Agenda

REVISED - The Superintendent of Schools hereby recommends the APPROVAL of the following SALARY CHANGES (INSTRUCTIONAL) effective September 1, 2019:

Name	Position	School	Current			Added		After Advancement		
			Step	Credits	Salary	Credits	Add'l	Step	Credits	Salary
Wade, Paula	OT	District	22B	18	\$115,007	6	\$444	22B	24	\$115,451

### LEAVE OF ABSENCES: NON-INSTRUCTIONAL

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
2104	11/27/19 to 12/26/19* approx. return date	Medical Leave

### SUBSTITUTE

NAME	POSITION/SCHOOL	EFFECTIVE DATE FROM - TO	PAY RATE	REASON
McMahon-Vigeant, Meghan	Social Worker/Woodstock	12/9/19- 3/13/20* approx. dates	MA1	L/T leave for C. Blake
Langdon, Kaitlin	1 <sup>st</sup> Grade/Woodstock	1/2/20- 3/27/20* approx. dates	BA1	L/T leave for L. Tervenski

### EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
Perez, Brian	Skiing-Varsity-Head Coach (Boys) *prorated*	\$3,167.00
Pierre, Manuella Jean	Cheerleading Advisor/Spirit Team Winter	\$1850.00
Connolly, Brian	AIS/Regents Prep (after school) 1	\$2030.00

### SUBSTITUTE

NAME	POSITION	AMOUNT
Rega, Sella	Uncertified Teacher *pending pre-empl.*	\$85.00/day

### APPOINTMENT: PART-TIME INSTRUCTIONAL

NAME	POSITION/SCHOOL	FTE	EFFECTIVE DATE	REMARKS
Harrington, Brooke	Physical Ed. Teacher/HS	0.5	12/4/19-6/30/20	increase from .4 FTE to .5 FTE

The following named NON-INSTRUCTIONAL personnel have served a probationary status and are recommended to a PERMANENT STATUS consistent with the applicable laws and regulations of the State of New York:

NAME	POSITION	Probationary Date	Permanent Date
West, Carol	Payroll/Personnel Assistant	6/17/19	12/16/19

#### 12.03 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations

*Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #12/19, Confidential, as reviewed by Trustee Salem

#### 12.04 Surplus PE Equipment

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District declare the attached list of Physical Education equipment from the Middle/High School as surplus and authorizes the sale or disposal of the listed equipment.

#### 12.05 Approve Overnight Trips

*Recommended Action:* The Board of Education hereby retroactively approves 2 students from the Cross Country Team to go to Plattsburgh, NY November 15-16, 2019 and approves the Wrestling Team to go to Bethlehem, NY December 7-8, 2019

No Longer Present

Trustee Ratcliff left at 7:25

### 13. Committee Reports

13.01 Facilities Committee: Trustee Storey to report. Next meeting is 3:45 on 1/13/20 at Phoenicia

- Small punch list left for press box/bleachers – got Certificate of Occupancy
  - Opening in spring with ribbon cutting ceremony
- Bennett Partition is still not working – working with architects and committee members to resolve situation
- Science classroom – bid awarded – contracts are with attorney for review
- Football field – architects are looking at drains – will be summer of 2021 project
- ADA bathroom projects reviewed
- Next looking at Building Condition Survey – state rolling out that every school does not have to do at the same time
  - Next in 2021 – looking at that
- Starting building tours at next meeting– start with Phoenicia

#### 13.02 Ad Hoc Committee on Communications (proposed 7:50)

Trustee Salem to report

- Proposed fact sheet on Board Docs– weigh in for approval of it – give out at winter concerts, art show, and send home in backpacks to get information out

- Once schedule is final, will have community forums

13.03 Ad Hoc Committee on best practices with declining enrollment and lower budgets  
Have not met

#### 14. New Business

14.01 The Board will discuss New Business

- Noticed articles in Daily Freeman about other districts doing policies on student voter registration
  - Waiting for NYSSBA Policy Service to send sample
  - Student Rep reported: Unless students are in civics classes or student government, do not know how to register to vote
- BOCES informational session – BOCES Superintendent is scheduled to come to address our Board

#### 15. Old Business

15.01 The Board will discuss Old Business

No old business was discussed

#### 16. Request For Information

16.01 Discuss Requests for Information

Trustee Kurnit asked what the student load is for social workers and psychologists

#### 17. Adjournment

17.01 Adjourn Meeting. Next meeting Tuesday, December 17, 2019 in the MS/HS (proposed 8:00)

*Recommended Action:* The meeting is adjourned at 7:40

Motioned: Trustee DeJesus

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee DeJesus, Trustee Warren

Not Present: Trustee Ratcliff

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Kevin Salem, Laurie Osmond, Valerie Storey, Bennet Ratcliff, Rob Kurnit, Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## SPECIAL MEETING

8:00 a.m.

## MINUTES

**FRIDAY, DECEMBER 20, 2019**

Central Administration Conference Room

### 1. Opening Items

1.01 Call to Order 8:00am

1.02 Roll Call:

Present: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Salem, Trustee DeJesus

Not Present: Trustee Warren

1.03 Appoint Clerk Pro Tem

*Recommended Action:* The Board of Education hereby appoints Monica LaClair as Clerk Pro Tem in the absence of the District Clerk

Motioned: Trustee Kurnit

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Salem, Trustee DeJesus

Not Present: Trustee Warren

### 2. Consent Agenda

2.01 Approve Consent Agenda (proposed 9:20)

*Recommended Action:* The Board hereby approves item numbers 2.02-2.13

Motioned: Trustee Storey

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Salem, Trustee DeJesus

Not Present: Trustee Warren

2.02 Personnel Agenda

The Superintendent of Schools hereby recommends the APPROVAL of the following SALARY CHANGES (INSTRUCTIONAL) effective September 1, 2019:

			Current			Added	After Advancement			19-20
Name	Position	School	Step	Credits	Salary	Credits	Add'l	Step	Credits	Salary
Cristain, Erika*	Psychologist	MS/HS	2M	0	\$66,962	27	\$3,834	2M	27	\$70,796
Johnson, Diana*	Psychologist	WD	13M	20	\$92,697	**	\$13,620	13M	20	\$92,697
Granberg, Elizabeth***	Teacher	PH	5M	0	\$72,636	38	\$5,396	5M	38	\$78,032
Millman, Jacob	Teacher	WD	4M	12	\$72,520	6	\$852	4M	18	\$73,372
Wunderlich, Brian ***	Psychologist	MS/HS	22M	42	\$120,413	3	\$426	22M	45	\$120,839

\* Credits above standard Master's program

\*\* Retroactive to Sept. 1, 2014

\*\*\* Credits above a Master's

### LEAVE OF ABSENCES: INSTRUCTIONAL

EMPLOYEE NUMBER

EFFECTIVE DATE FROM - TO

REASON

1959

12/16/19-1/27/20\*  
\*approx.. return date

FMLA- medical

**LEAVE OF ABSENCES: NON-INSTRUCTIONAL**

<u>EMPLOYEE NUMBER</u>	<u>EFFECTIVE DATE FROM - TO</u>	<u>REASON</u>
2299	12/13/19-1/16/20	FMLA –paid
2299	1/17/19-2/3/20	FMLA-unpaid

**EXTRA DUTY STIPENDS**

<u>NAME</u>	<u>POSITION</u>	<u>AMOUNT</u>
Allison, Bridget	Fitness Center II (co advisor	\$2,150.00

**TERMINATION: NON-INSTRUCTIONAL**

<u>NAME</u>	<u>POSITION/SCHOOL</u>	<u>EFFECTIVE DATE</u>	<u>REMARKS</u>
Morgan, Edward	Groundskeeper II/Auto Mechanic Helper	12/23/19	Move FT to grounds

**APPOINTMENT: NON-INSTRUCTIONAL  
PROBATIONARY APPOINTMENT**

<u>NAME</u>	<u>POSITION/SCHOOL</u>	<u>EFFECTIVE DATE</u>	<u>SALARY</u>	<u>REMARKS</u>
Provenzano, Michael	Asst. Director of Facilities	1/6/2020 7/7/20	\$63,000.00	Replace K. Harjes

<u>NAME</u>	<u>POSITION/SCHOOL</u>	<u>EFFECTIVE DATE</u>	<u>SALARY</u>	<u>REMARKS</u>
Quednau, Karl	Auto Mechanic Helper	12/23/19-	Step 7	Replace. E. Morgan

1/24/20 \*pending pre-employ.\*

**APPOINTMENT: NON-INSTRUCTIONAL  
PART-TIME**

<u>NAME</u>	<u>POSITION/SCHOOL</u>	<u>EFFECTIVE DATE</u>	<u>SALARY</u>	<u>REMARKS</u>
Hasbrouk, Jennifer	(Monitor)Bus Attendant	12/16/19	Step 7	Replace K. Collins

**APPOINTMENT: NON-INSTRUCTIONAL**

<u>NAME</u>	<u>POSITION/SCHOOL</u>	<u>EFFECTIVE DATE</u>	<u>SALARY</u>	<u>REMARKS</u>
Morgan, Edward	Groundskeeper II	12/23/19	Step 4	Replace L. Hull

**2.03 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations**

*Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #12/19, Confidential, as reviewed by Trustee Salem

**2.04 Acceptance of Minutes**

*Recommended Action:* The Board of Education hereby accepts the minutes of the December 3, 2019 Board Meeting

**2.05 Financial Report**

*Recommended Action:* The Board of Education has reviewed and hereby accepts the Financial Report for September 2019.

**2.06 Warrants**

*Recommended Action:* The Board of Education has reviewed and hereby accepts Warrant Schedule 4

**2.07 Donation of Workout Equipment**



*Recommended Action:* The Board of Education hereby accepts the donation of work-out equipment for the Fitness Room

2.08 Surplus Books

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Ontario Central School District declare the attached lists of damage and outdated library materials from the Middle/High School as surplus and authorizes the sale or disposal of the listed library materials.

2.09 Donation to MS Robotics Team

*Recommended Action:* The Superintendent recommends acceptance of a donation totaling \$150.00 CASH, from Ametek Inc., to support the Middle School Robotics Team and approves to increase the 2019-2020 budget line A2110.431-02 (Middle School Supplemental) by \$150.00.

2.10 Memorandum of Agreement for Rocket Club

*Recommended Action:* The Board of Education hereby approves MOA #12172019 for a Rocket Club

2.11 ICR - Tardy

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Ontario Central School District approve the Independent Contractor Retainer between the Ontario Central School District and Jason Tardy retained as a performing artist effective only on April 3, 2020 at a rate of \$950.00 per two shows and authorizes the Superintendent to sign such an agreement.

2.12 ICR - Dawson

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Ontario Central School District approve the Independent Contractor Retainer between the Ontario Central School District and Nina Dawson-Ulster County Human Rights Commissioner retained as a Community Mentor in Human Rights effective December 18, 2019 to June 4, 2020 with the Stipend Waived and authorizes the Superintendent to sign such an agreement.

2.13 ICR - Zintz

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Ontario Central School District approve the Independent Contractor Retainer between the Ontario Central School District and Marji Zintz retained as a Community Mentor in Songwriting and Performance effective December 18, 2019 to June 4, 2020 at a rate of a \$ 250.00 stipend with no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement.

**3. Discussion**

- 3.01 Discuss the scheduling of Dr. Baughman's presentation  
Feb 4<sup>th</sup> or move Jan. 7<sup>th</sup> meeting to Jan. 14<sup>th</sup>

Location – Middle School/High School

#### 4. Executive Session

4.01 Enter executive session (proposed 8:05 duration 1 hour)

*Recommended Action:* Motion to enter into executive session to discuss OTA negotiations

Motioned: Trustee Salem

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Salem, Trustee DeJesus

Not Present: Trustee Warren

4.02 Exit Executive Session and Return to Public Session

*Recommended Action:* Motion to exit executive session and return to public session

Motioned: Trustee Salem

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Salem, Trustee DeJesus

Not Present: Trustee Warren

#### 5. Adjournment

5.01 Adjourn Meeting. Next meeting Tuesday, January 7, 2020 in the Woodstock School

*Recommended Action:* The meeting is adjourned at 9:35

Motioned: Trustee Salem


Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Salem, Trustee DeJesus

Not Present: Trustee Warren

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Kevin Salem, Laurie Osmond, Valerie Storey, Bennet Ratcliff, Rob Kurnit, Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

REGULAR MEETING

6:00 p.m.

MINUTES

**TUESDAY, JANUARY 7, 2020**

WOODSTOCK SCHOOL

## **1.0 Opening Items**

1.01 Call to Order 6:00

1.02 Tobacco Policy

1.03 Pledge of Allegiance

1.04 Roll Call

Present: Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Warren

## **2. Hearing**

2.01 Open the Hearing on the Smart Schools Bond Act (proposed 6:05 duration 15 min)

Presented by Director of Technology, John Reimer

- With Smart Schools Bond Act money can purchase classroom learning technology devices and equipment including such items as whiteboards, computer servers, and desktop, laptops, and tablet computers
- Did a survey of Onteora community and found that security was the top issue
- Will purchase high-tech school security, such as video surveillance, emergency notification systems, and physical access controls in all buildings
- Replace all cameras in MS/HS and add to elementary schools
- Strobes in buildings – no sound – means lockdown
- Have \$870,000 to spend
- Second plan is all classroom educational technology
- Will now post on district website for 30 days
- Get final approval from Board then post again to website as final, submit to NYSED for reimbursement
- Questions- email [smartschools@onteora.k12.ny.us](mailto:smartschools@onteora.k12.ny.us)

### **Discussion**

- Strobe lights for outside too – notify students outside – will be positioned in ways for most visibility
  - May have to use more in some buildings
- We allocate money and purchase, then get reimbursed by state
  - Not sure of timeline from NYSED
- Not part of the current building management system
- Upgrade cameras- higher resolution, adding cameras, changing cameras that stay on one point to 360 degree cameras
- May change the amount of time district keeps recordings

2.02 Close the Hearing

## **3. Acceptance of Minutes**

**3.01 Acceptance of Minutes**

*Recommended Action:* The Board of Education hereby accepts the minutes of the December 20, 2019 Board Meeting

Motioned: Trustee Salem

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Warren

**4. Welcome**

4.01 Woodstock Principal, Scott Richards will welcome the Board (proposed 6:20 duration 10 min)

- 1<sup>st</sup> grade parade – with a lesson on Macy's Thanksgiving Day Parade
  - Created balloons for Thanksgiving parade
  - Showed video of parade
- Want children to participate in functioning of school:
  - Added Kindness Club, Tray Helpers along with Safety Patrol
    - Video of interviews with student helpers

**5. Superintendent District News**

5.01 The Superintendent will report District News (proposed 6:30)

- To date, we have used 3 snow days, and have 5 remaining
- Originally had scheduled Dr. Baughman to present at the December 17<sup>th</sup> Board meeting but had to cancel that meeting due to weather
  - Rescheduled for January 21<sup>st</sup> Board meeting
  - Meeting was originally planned for Bennett Elementary, but moving it to the MS/HS
  - If snow date, Board meeting will be the 23<sup>rd</sup>, but Dr. Baughman is not available
- Winter sports are in full swing
  - Discussing including a dedicated section of the newsletter to athletics in order to share with the community
  - Start with a half page, may include information about the Athletic Hall of Fame being created
  - Weekly posting home games on website under Athletics

5.02 2020-2021 Budget Presentation (proposed 6:35 duration 20 min)

- Start looking at budget as soon as school starts by looking at expenses vs. budget
- Tax Cap calculation is a formula – not at 2% - comes out end of January
- March – tentative health rates – looks like 6-8% increase
- State budget starts April 1<sup>st</sup>
- In April, IEPs are reviewed, so know how much more Special Education costs
- April – private school transportation requests are due – may increase transportation
- Adopt budget by April 22<sup>nd</sup>
- Budget goals center around students
- Allocate funds based on Board goals

- Major Cost Drivers: Salaries, BOCES, Special Education needs, Transportation, Retirement Costs, TRS & ERS, Insurance
- TRS rate is going up to 10.25% of all teacher salaries to Teacher Retirement System from 9.8%
- ERS stays the same 14.6% of all non-teacher salaries to Employee Retirement System
- Increase in tax base growth factor – allows for more tax collections
- Medicare reimbursement rate is rising – spend over \$300,000
  - Retiree pays and we reimburse them
- Unknown: CPI, State Aid, Health Insurance Rates
- Actually getting \$200,000 less State Aid than expected this year
  - Lost Foundation aid – cost of students in State placement gets taken out of aid
- Health insurance is about 20% of budget
  - When employee retires, still paying health insurance for retiree and hired replacement
- Need to cost out post-employment finances for Financial Statements
- Capital Projects – Press box and bleachers are done -working on sound, finishing Bennett Partition, will start this summer
  - ADA project is under review at NYSED
    - All MS/HS bathrooms and locker rooms
- Architects are designing drainage solutions for football field to be multi-use field

## **6. Board District News**

6.01 The Board will report District News (proposed 6:55)

Trustee Kurnit reported that on Jan 30<sup>th</sup> the UCSBA – legislators will be there

## **7. Student Representative Report**

7.01 The Student Representative, Leon Savage will report to the Board

- Student Government discussed a Condom Availability Program (CAP)
  - Nurse to distribute
  - Notify parents to be able to opt out of program
  - Over next few months will complete
- Mid-terms – discussing transportation for the afternoon exams – now have to take the morning bus for afternoon exams and be at school for 3 hours before exam
- All MS/HS students appreciate the 20 extra minutes of sleep or getting ready for school

## **8. Acknowledge Public Be Heard Comments**

8.01 The Board will acknowledge the public be heard comments from the last meeting (proposed 7:00 duration 10 min or more)

No comment was made

## **9. Public and Student Comment**

9.01 Public and Students may comment on any agenda or non-agenda item (proposed 7:00 duration 20 min or more)

LJ Warren – Later start times – elementary school. What PTA meeting did you attend to discuss with elementary parents? Board has not done enough to support the elementary schools – half the school population

## 10. Executive Session

10.01 Enter executive session (proposed 7:20 duration 40 min.)

*Recommended Action:* Motion to enter into executive session to discuss the sale of real property at 7:00

Motioned: Trustee Salem

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Warren

10.02 Exit Executive Session and Return to Public Session (proposed 8:00 pm)

*Recommended Action:* Motion to exit executive session and return to public session at 7:45

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Warren

## 11. Discussion & Possible Action

11.01 Second Reading and Adoption of Policy 4212 Organizational Chart (proposed 8:00)

*Recommended Action:* The Board of Education hereby adopts Policy 4212 as written

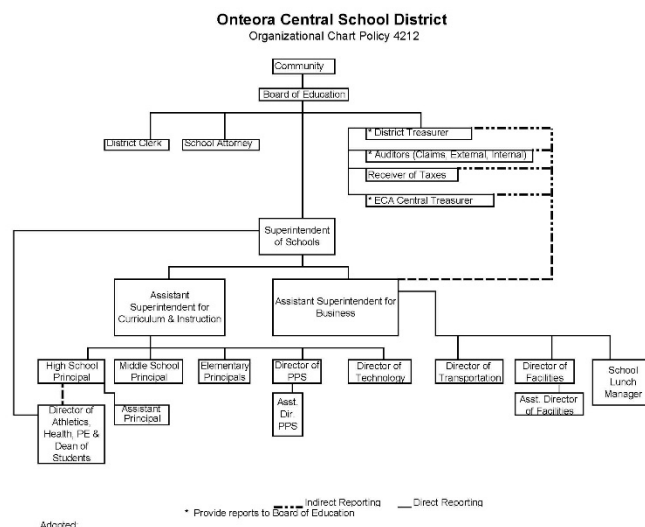
Motioned: Trustee Salem

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Warren



## 11.02 First Reading of Policy 1512 Public Be Heard

2019 1512 By-Laws **PUBLIC BE HEARD: REGULAR BOARD MEETINGS/WORKSHOP SESSIONS**

All meetings of the Board of Education where members meet to conduct public business are meetings which are subject to the Open Meetings Law. The public will be given an opportunity to address the Board at the regular monthly business meeting or at any other meeting at the discretion of the Board.

To sign up for Public Be Heard, the public can contact the District Clerk prior to the meeting or put their name and topic on the sign-in sheet provided at each meeting.

Any individual addressing the Board of Education will be asked to give their name at the outset of their comments. A time limit of 2 or 3 minutes per person may be set by the board unless otherwise indicated at the meeting

The following statement of rules will be read by the President of the Board prior to the opening of a public session:

~~*During Public Be Heard, civility is always expected. Speakers at Public Be Heard understand that the Board of Education cannot engage in discussion nor answer questions during Public Be Heard. The Board of Education and Superintendent cannot be party to discussions of individual student or personnel matters in open session. People wishing to express individual student or personnel concerns can bring them to the Superintendent's attention.*~~  
The Board appreciates hearing from the public, including students, on any agenda or non-agenda item. Please understand that by our adopted parliamentary procedure, the Board can't engage in discussion or answer questions during Public Be Heard. Please know that we hear you and take all your comments into consideration. The Board does reserve the right to correct any inaccuracies or misinformation during Public Be Heard. Please limit your comments to 3 minutes, be civil, and do not name any particular individuals. People wishing to express individual student or personnel concerns can bring them to the Superintendent's attention in private.

No action will be taken by the Board of Education at the same meeting on requests from the public which may necessitate either a new policy or a change in existing policy. It is requested that such requests be submitted in writing and preferably at least one (1) week prior to Regular Board Meetings.

The purpose of a Board Workshop Session is to discuss some aspect of the governance of the school program.

Education Law Section 1708

## Motion to waive second reading of Policy 1512

Motioned: Trustee Storey

Seconded: Trustee Kurnit

Result: Passed

Yea: Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee DeJesus

Nay: Trustee Ratcliff

Not Present: Not Present: Trustee Osmond, Trustee Warren

## Motion to adopt Policy 1512 as written

Motioned: Trustee Storey

Seconded: Trustee Kurnit

- Policy needs to do more- discuss what to do with issues that come up in Public Be Heard
  - Does not change action – to interact with public
    - No dialogue – is just Public Be Heard, if many people there, cannot have discussions
      - Do forums
  - Have separate discussion on options for Board
- Came up to change the tone and be more explanatory as to what is Public Be Heard
- Board and Administration are working on better communication

Result: Failed

Yea: Trustee Kurnit, Trustee Storey, Trustee Salem

Nay: Trustee Ratcliff

Abstain: Trustee DeJesus

Not Present: Not Present: Trustee Osmond, Trustee Warren

### 11.03 First Reading of Policy 7480 Voter Registration (New Policy)

2019 7480 Students **VOTER REGISTRATION FOR STUDENTS**

The Board of Education believes that getting young people involved in the election process helps to secure the future of democracy by preparing young people to be educated, engaged voters who have formed the habit of voting and contributing to civic life early.

In an effort to promote student voter registration, the Board of Education directs the Superintendent to ensure that offer all students who are at least 16 years old (but will not be 18 years old by the next election) are offered the opportunity to register. These students must be otherwise qualified to register to vote. These pre-registrations will be automatically registered upon reaching the age of eligibility following verification of the person's qualifications and address.

The district will do so by maintaining registration material in the guidance and counseling office, promoting voter registration through social studies classes, collaborating with student organizations and with the Ulster County Board of Elections.

Students who do not wish to pre-register to vote do not have to do so. There will be no penalty (including participation grades or credits) for choosing not to do so.

Ref: Election Law § 5-507

For second reading:

- the Board directs the Superintendent to ensure that all students who are at least 16 years of age will be offered (but will not be 18 years old by the next election) the opportunity to register.- expand on that
- Put Board of Education in all places
- Trustee of Board of Elections was very interested that this would be a policy going forward and would be interested in helping
  - Also interested in having students work at the elections, would increase civic engagement
- Add collaborating with student organizations
- Who is responsible?
- "Direct the Superintendent 'or her designee'

### 11.04 Secondary Start Times (proposed 8:10 duration 10 min)

*Recommended Action:* The Board of Education hereby supports the proposed later secondary schedule as it appears in the attachment and developed by Administration with input from the HS liaisons, MS Cabinet, Administrative Cabinet, Student Government, MS/HS Faculty and Staff and the District Shared Decision Making Team. This schedule was created in support of the Board resolution to make secondary start times no earlier than 8:00 approved on October 8, 2019.

Motioned: Trustee Salem

Seconded: Trustee Ratcliff

- Board of Education already changed the secondary start time with the resolution in October
  - This is affirming the secondary schedule that was explained by the HS Principal at his presentation to support resolution in October
    - So MS/HS can move forward with a Master Schedule
- Have met and spoken with PTAs in elementary schools in December
  - Very preliminary discussions – waited for a schedule supported by the Board
- Has been no discussion or proposal on changing elementary start time



- In presentation given says that elementary start times follows the secondary start times
  - Afternoon BOCES students to eat lunch on the bus – is that legal?
  - Clarify for the public how it will be publicized
  - Doing this vote so District can move forward, knowing that it may change after hearing from the public and discussing the elementary schedule
  - Discussion on Forum – 1 hour – Wed. or Thurs.
    - Need to have answers on the elementary schools – significant impact
      - Need to give parents ample notice on change in time child being put on the bus
  - Get dates that nothing is happening in District and update website with specifics of plan, including elementary information
  - Board has made a proposal, communication work is to be done
- Result: Passed  
 Yea: Trustee Kurnit, Trustee Salem, Trustee Ratcliff, Trustee DeJesus  
 Nay: Trustee Storey  
 Not Present: Trustee Osmond, Trustee Warren

## 12. Independent Contract Retainers

### 12.01 ICR - IROC 2

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and IROC2 retained as a Speaker effective February 7, 2020 at a rate of \$3,100.00 and authorizes the Superintendent to sign such an agreement.

Motioned: Trustee Salem

Seconded: Trustee Ratcliff

- Presentation on safe digital use for grades 7-12
  - Presenters customize presentation for student grade levels
  - In future, look at what is our population's mobile device use to decide grades
    - 6<sup>th</sup> grade has had other presentations

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Warren

## 13. Consent Agenda

### 13.01 Approve Consent Agenda (proposed 8:20)

*Recommended Action:* The Board hereby approves item numbers 13.02-13.07

Motioned: Trustee Ratcliff

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Warren

### 13.02 Personnel Agenda

SUBSTITUTE

NAME

POSITION

AMOUNT

TUESDAY, JANUARY 7, 2020  
WOODSTOCK SCHOOL

Baldwin, Emma	Uncertified Teaching Assistant	\$85.00/day
Baldwin, Emma	School Monitor	\$75.00/day
Baldwin, Emma	Clerical	\$13.00/hour

## EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
Christofora, Vincent	Rocket Club Advisor- split with R.DeRuvo	\$649.00*prorated*
DeRuvo, Richard	Rocket Club Advisor- split with V.Christofora	\$649.00*prorated*
Heekin, Molly	Elementary Resource-Woodstock 2-split with E. Parisian	\$1,069.00
Murphy, Steven	Theatre Technical Director-split with J.Reimer	\$1,668.50
Parisian, Erika	Elementary Resource-Woodstock 2-split with M. Heekin	\$1,069.00
Reimer, John	Theatre Technical Director-split with S. Murphy	\$1,668.50
Hoy, Laurie	Computer Advisor- Phoenicia	\$5307.00 *prorated*

## APPOINTMENT: NON-INSTRUCTIONAL

## PROBATIONARY APPOINTMENT

NAME	POSITION/SCHOOL	EFFECTIVE DATE	SALARY STEP
Witte, Andrew	S.D Computer Tech.	1/17/20-7/17/20	Step 1

## RESIGNATIONS: NON-INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Basalone, Marissa	Teaching Assistant/Bennett	1/7/20	Personal

The following named NON-INSTRUCTIONAL personnel have served a probationary status and are recommended to a PERMANENT STATUS consistent with the applicable laws and regulations of the State of New York:

NAME	POSITION	PROBATIONARY DATE	PERMANENT DATE
Gates, Amanda	Admin. Aide/Typist	8/12/19	1/11/20

## 13.03 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations

*Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #1/20, Confidential, as reviewed by Trustee DeJesus

## 13.04 Financial Report - October

*Recommended Action:* The Board has reviewed and hereby accepts the Financial Report for October 2019

## 13.05 ECA Report

*Recommended Action:* The Board of Education hereby approves the ECA 1st quarter report

## 13.06 Change Financial Advisors from Reorganization Meeting

*Recommended Action:*

Sage Financial Advisors - From 7/1/19 to 11/30/19

Fiscal Advisors- From 12/1/19 to 6/30/20

## 13.07 Surplus

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Ontario Central School District declare the attached lists of Voting Machines as surplus and authorizes the sale or disposal of the listed equipment.

**14. Committee Reports**

## 14.01 Ad Hoc Committee on Communications (proposed 8:25)

*Recommended Action:* Trustee Salem to report

- Meeting to decide a date for a forum and will work with Superintendent and update fact sheet

14.02 Ad Hoc Committee on best practices with declining enrollment and lower budgets  
Waiting for Dr. Baughman's presentation to meet again**15. New Business**

## 15.01 The Board will discuss New Business

- As we replace vehicles, consider the cost of the vehicle to the environment, not just the cost of the vehicle – interested in discussing?
  - Purchase lower emission vehicles – fuel should be lessening contribution to carbon in atmosphere
  - Could change a policy to put out less carbon
  - May be other factors with the terrain of the district
  - Not buses – other vehicles used – vans, trucks, cars
  - Make an agenda item

**16. Old Business**

## 16.01 The Board will discuss Old Business

No old business was discussed

**17. Request For Information**

## 17.01 Discuss Requests for Information

Trustee Storey asked:

- Update on the RTI plan- when met, what was discussed
- When will the special ed teachers be meeting and discussing their upcoming students?
- With the current schedule, staff that are also coaches – how much are they leaving their classrooms due to sports?
  - Asked league for later game start times
  - 2 teams that are competing on same day now go together, no matter time of games, now will try to separate them

**18. Adjournment**18.01 Adjourn Meeting. Next meeting January 21<sup>st</sup> at the MS/HS (proposed 8:40)*Recommended Action:* The meeting is adjourned at 8:45

Motioned: Trustee Salem

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Warren

Minutes Recorded by Fern Amster,  
District Clerk

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## WORKSHOP MEETING

5:00 p.m.

**TUESDAY, JANUARY 21, 2020**

Middle School/High School

## MINUTES

### 1. Opening Items

1.01 Call to Order 5:00

1.02 Tobacco Policy

1.03 Pledge of Allegiance

1.04 Roll Call

Present: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren, Trustee Salem

### 2. Executive Session

2.01 Enter executive session (proposed 5:00 duration 60 min.)

*Recommended Action:* Motion to meet with the Board's attorney and then enter into executive session to discuss the Superintendent's contract

Motioned: Trustee Ratcliff

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren, Trustee Salem

Now Present:

Trustee Salem arrived at 5:10

2.02 Exit Executive Session and Return to Public Session (proposed 6:00 pm)

*Recommended Action:* Motion to exit executive session and return to public session

Motioned: Trustee Salem

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

### 3. Acceptance of Minutes

3.01 Acceptance of Minutes

*Recommended Action:* The Board of Education hereby accepts the minutes of the January 7, 2020 Board Meeting

Motioned: Trustee Ratcliff

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

#### 4. Welcome

4.01 Bennett Principal, Gabriel Buono will welcome the Board (proposed 6:00 duration 10 min)

- Follow up with Board meeting presentation about Smart Schools Bond Act: Internet Safety
  - Last week Missing Person Clearinghouse gave presentation on internet safety
  - Received grant to meet with 5<sup>th</sup> and 6<sup>th</sup> graders throughout the State
  - 75% of students at Bennett have Instagram accounts
  - This is coupled with the presentation given by the SRO and Elementary counselor on Internet safety before winter recess
    - Phones can be a gift for the holidays
- Tomorrow is Kitty's Interactive Theater - 3 skits one for each grade level that coincide with curriculum
  - 6<sup>th</sup> grade - Ancient Egypt, 4<sup>th</sup> grade – American Revolution 5<sup>th</sup> grade - Women's Rights
- Jan 31<sup>st</sup> is 4<sup>th</sup> grade ensemble's 1<sup>st</sup> performance
- Feb 26<sup>th</sup> Student Government will be initiating their campaign for Pink Shirt Day
  - To combat bullying
  - Fundraiser – will decide on use of funds
- Bennett PTA Carnival this month – need a chair of the Carnival
- Bennett Dodgeball Tournament March 6<sup>th</sup> is just 4-6 grade tournament
  - Imagine Onteora will sponsor this year

#### 5. Superintendent District News

5.01 The Superintendent will report District News (proposed 6:10)

- Winter Pep Rally is Jan. 28<sup>th</sup>
  - After school into the evening event
  - Booster Club involved - need members
- Literary Magazine, The Reservoir, is out for \$5
- Onteora now has an Instagram account – is OnteoraCSD
- Forum to talk about start times at Feb. 18<sup>th</sup> Board meeting

#### 6. Board District News

6.01 The Board will report District News (proposed 6:15)  
No Board news was reported

#### 7. Student Representative Report

7.01 The Student Representative, Leon Savage will report to the Board

- Lock Down Drill in between periods – students had no problem knowing what safety procedure to follow
- Talon – school newspaper published for 2<sup>nd</sup> time this year

#### 8. Presentation

8.01 Dr. Kevin Baughman will present his results of the Building Utilization & Grade Configuration Report (proposed 6:20 duration 1 hour)

- Did a review of grade configurations to identify possible scenarios and evaluating the positives and concerns of each one

- Everyone seemed to have a deep caring of keeping things as is – deep caring of school district
- District studied different configuration since early 2000 because of declining enrollment
  - Closing West Hurley 16 years ago
  - 2012 changed to present grade configuration 2- K-3s, 1- 4-6
- Study is a framework & gateway to future planning & decisions
- Future decisions need to be long term focused, flexible, adaptable to changing enrollment – 10, 15 or 20 years out
- Students asked thoughtful questions – very proud of them
- Study report is available online on the District website – [www.onteora.k12.ny.us](http://www.onteora.k12.ny.us)
- 20 key findings – summarize 8 tonight – no recommendations for grade level configuration
  - People that are most affected by it should make decision
- Projected declining enrollment will challenge use of grade configuration and 5 schools
  - Schools range in number of students– inequities among students in a grade level, inequity for teachers
  - Continuum of services for students with IEPs, by NYS and Federal Law Special Ed students need the Least Restrictive Environment – only 2 sections of a grade level does not provide a continuum of services – problem of learning conditions
  - 2 or 3 sections of a grade level hinders communication among staff– power of conversation – high quality practice missing
  - Present configuration lacks adaptability to declining enrollment
  - Efficient use of limited resources: i.e. 4-5 bus runs on same road
  - Current configuration requires most bus runs, least educational advantages, generates greatest recurring costs of all scenarios studies and make the largest footprint of carbon
- Decline in enrollment continues, but slows
- Currently:
  - students make 3 transitions in their school career – more transitions adversely affected students
  - have a central campus for grades 4-12, village schools for K-3
- Simply moving the 6<sup>th</sup> grade from Bennett to MS is short sided – solution needs to be K-12
- Option of 1 campus offer greatest redirection of funding to enhance program, and most equitable distribution of resources and staffing, but closes two K-3 buildings
- 2 grades is insufficient for a Middle School with no separation from HS
  - Physical restructure and adding one or more grade to the Middle School will help create an appropriate supportive learning and social environment for the emerging adolescent
- Take redundant costs and redirect to new programs – make it an exemplary district
  - People who don't live here, will like to for the environment and schools
- Discussed repurposing buildings

- All buildings could be repurposed for same uses
- When Woodstock school was deeded to the school district, it restricted property use to be educational or residential – not commercial, but not-for-profit use only
- Concern with using Bennett for public use – single entrance and exit to Bennett – would need to bring in another access
- Survey was 1 of several methods used to do study
  - Largest group that responded to survey was parents/guardians
  - Teachers and students had equal participation
  - Asked what should be used by decision makers in grade level configuration
    - 71% of participants said meeting the learning needs of each individual students is most important
    - Least important – buildings fairly distributed in district
  - Grade level configuration does not impact student achievement – few transitions and teacher quality has most impact
  - Survey showed most are positive about a grade 6-8 Middle School
  - Value in community about separating youngest children from older students
- Possible next steps/recommendations:
  - Fully understand the data and findings of the study –do a deep read
  - The school architect could determine building cost estimates – missing from study
  - The Board of Education determines future action taken
- Final thought: *The school district benefits from a large tax base, multiple fiscal reserves, and an average annual low tax increase over the past decade. Despite underutilized buildings and high per student costs, there is little short-term threat to program or service elimination that would likely spur a decision. Long term, the continued declining enrollment must be inevitably addressed for fiscal, political and pedagogical reasons. This study data can form the framework for initiating that process.*

## Discussion

- March 31<sup>st</sup> Board meeting will be forum with open discussion on this study
- Transitions by itself has an impact on student achievement for a year or less and some don't – transition is about planning and preparing students
- When schools close, house prices go down – home values higher in towns with schools
- Declining enrollment – calculated by looking at student retention – look at number of children that move from one grade level to another – over 5 year and 10 year trends
  - Incoming kindergarten class dropped from 96 to 82
  - Enrollment will be at 1,018 by 2029
    - K-3 will remain stable – further out one goes, becomes based on statistical prediction or model
- Solutions in district should be a system wide solution – don't create an underutilization in another building - think of in longer term
  - Have excess capacity – move children temporarily as work is done
- Some ideas will need renovation – look at this as a long term plan, with shorter term costs

- Any questions during Public Be Heard will be recorded and brought up during the public forum on the study March 31<sup>st</sup>
  - The Board will have a public forum on Later Start Times at the Feb. 18<sup>th</sup> meeting

## 9. Acknowledge Public Be Heard Comments

- 9.01 The Board will acknowledge the public be heard comments from the last meeting  
LJ Warren

## 10. Public and Student Comment

- 10.01 Public and Students may comment on any agenda or non-agenda item (proposed 7:25 duration 10 min or more)

7:50

Maxanne Resnick –Teacher quality makes a difference for students. Have communities that are 50-60% second homes, lack of jobs is difficult for families to be here - cohort changes happening – get in touch with Ulster County Planning, Dennis Doyle –trends of population. What is happening with electric buses and NYSED?

Leslie Stern – Hope that later start times is not a done deal with this study, some consideration to things that may change in 1-3 years, change everything at once

Ben Schacter – any discussion to do things with other districts, are there discussions with local private schools to discuss working together, options, enrollment projections – do they take into account changes in immunization law– is it meaningful did it change? Is it available for the public?

Christina Davis – savings indicated central campus bus runs significant change – is it to 1 bus run K-12? Pre-K not mentioned – almost no funding for Pre-K – what are the greater implications for Pre-K?

Break

The Board took a break at 8:00

No Longer Present:

Trustee DeJesus and Trustee Salem left at 8:05

## 11. Budget Presentation

- 11.01 2020-2021 Budget Update – Enrollment

- Consumer Price Index (CPI) is 1.81%
  - BOCES Capital expenditures exempt – helps with tax cap was \$75,000
- Use program “Forecast 5” to get information from the State
  - Give them enrollment reported on BEDS day
  - Get back trends
  - Births have to do with zip codes but some zip codes are in more than 1 district
- Population is declining but needs of population are increasing, greater free & reduced lunch
- Race demographics changed, lower white percentage
- 2025 will be “bubble” class currently in 7<sup>th</sup> grade, 2026 should be lowest enrollment
- Combined wealth ratio is higher than state, higher than local districts
- Feb 18<sup>th</sup> Board meeting will have preliminary budget



## Discussion:

- Forecast 5 cannot give data on incomes of our families
  - Get information from income tax – IRS does not know that it is not the primary residence
- How many kindergarteners are in private schools and how many lost due to immunizations?
  - Trends very close – births and kindergarten numbers
- Combined wealth ratio – used for State Aid- determines if district gets additional funds
  - 50% of average income wealth and 50% of average property value
    - Dollar figure – average is \$1
    - Income wealth exceeds the average and property wealth is much higher, but still have high free and reduced lunch
      - High need from enrollment
        - Tax income return is high wealth, but no child in District
    - NYC is highest tax payer- raises income wealth with no children in District

## 12. Discussion &amp; Possible Action

12.01 Second Reading and Adoption of Policy 1512 Public Be Heard (proposed 8:00)

*Recommended Action:* The Board of Education hereby adopts Policy 1512 as written

Motioned: Trustee Kurnit

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff

Not Present: Trustee Warren, Trustee DeJesus, Trustee Salem

2019 1512 By-Laws **PUBLIC BE HEARD: REGULAR BOARD MEETINGS/WORKSHOP SESSIONS**

All meetings of the Board of Education where members meet to conduct public business are meetings which are subject to the Open Meetings Law. The public will be given an opportunity to address the Board at the regular monthly business meeting or at any other meeting at the discretion of the Board.

To sign up for Public Be Heard, the public can contact the District Clerk prior to the meeting or put their name and topic on the sign-in sheet provided at each meeting.

Any individual addressing the Board of Education will be asked to give their name at the outset of their comments. A time limit of 2 or 3 minutes per person may be set by the board unless otherwise indicated at the meeting.

The following statement of rules will be read by the President of the Board prior to the opening of a public session:

~~***During Public Be Heard, civility is always expected. Speakers at Public Be Heard understand that the Board of Education cannot engage in discussion nor answer questions during Public Be Heard. The Board of Education and Superintendent cannot be party to discussions of individual student or personnel matters in open session. People wishing to express individual student or personnel concerns can bring them to the Superintendent's attention.***~~

**The Board appreciates hearing from the public, including students, on any agenda or non-agenda item. Please understand that by our adopted parliamentary procedure, the Board can't engage in discussion or answer questions during Public Be Heard. Please know that we hear you and take all your comments into consideration. The Board does reserve the right to correct any inaccuracies or misinformation during Public Be Heard. Please limit your comments to 3 minutes, be civil, and do not name any particular individuals. People wishing to express individual student or personnel concerns can bring them to the Superintendent's attention in private.**

No action will be taken by the Board of Education at the same meeting on requests from the public which may necessitate either a new policy or a change in existing policy. It is requested that such requests be submitted in writing and preferably at least one (1) week prior to Regular Board Meetings.

The purpose of a Board Workshop Session is to discuss some aspect of the governance of the school program.

Education Law Section 1708

#### 12.02 Second Reading and Adoption of Policy 7480 Voter Registration (New Policy)

*Recommended Action:* The Board of Education hereby adopts Policy 7480 as written

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff

Not Present: Trustee Warren, Trustee DeJesus, Trustee Salem

#### 2020 7480 Students **VOTER REGISTRATION FOR STUDENTS**

The Board of Education believes that getting young people involved in the election process helps to secure the future of democracy by preparing young people to be educated, engaged voters who have formed the habit of voting and contributing to civic life early.

In an effort to promote student voter registration, the Board of Education directs the Superintendent, or their designee, to ensure that ~~offer~~ all students who are at least 16 years old (but will not be 18 years old by the next election) are offered the opportunity to register. These students must be otherwise qualified to register to vote. These pre-registrations will be automatically registered upon reaching the age of eligibility following verification of the person's qualifications and address.

The district will do so by maintaining registration material in the guidance and counseling office, promoting voter registration through social studies classes, collaborating with student organizations and with the Ulster County Board of Elections.

Students who do not wish to pre-register to vote do not have to do so. There will be no penalty (including participation grades or credits) for choosing not to do so.

Ref: Election Law § 5-507

#### 12.03 Donation from Alliance Energy, LLC / Exxon Mobil Corporation

*Recommended Action:* The Superintendent recommends acceptance of a grant donation totaling \$500.00 CASH, from Alliance Energy, LLC / Exxon Mobil Corporation to support the Onteora Middle/High School STEM program and recommends approval to increase the 2019-2020 budget line A2110.431.01 Supplemental by \$500

Motioned: Trustee Storey

Seconded: Trustee Osmond

- How do they now to give money?

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff

Not Present: Trustee Warren, Trustee DeJesus, Trustee Salem

#### 12.04 Donation from Lifetouch

*Recommended Action:* The Superintendent recommends acceptance of a donation totaling \$339.00 CASH, from Lifetouch National School Studios to support PBIS at the Woodstock Elementary School and recommends approval to increase the 2019-2020 Budget line A2110.431-07 Supplemental by \$339.00

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff

Not Present: Trustee Warren, Trustee DeJesus, Trustee Salem

## 12.05 Update on Later Start Times (proposed 8:10 duration 10 min)

- Forum on Feb. 18<sup>th</sup>
- Working with transportation director about separating bus runs and what cost will be

## 12.06 Review Board Goals (proposed 8:20 duration 15 min)

## 2019-2020 Board Goals

1. Continue proactive efforts to build a climate of mutual trust inclusive of all groups and entities within the District by:
  - Supporting initiatives to increase school spirit
  - Supporting a Culture and Climate Survey;
  - Continuing diversity education for students and staff;
  - Continuing development and training in social emotional learning, equity and inclusivity, and restorative justice practices;
  - Continuing efforts to better publicize the District's accomplishments;
  - Facilitating greater communication and advancing the vision of the District.
    - Secured additional dates in spring for SEL initiative for those that have not had it yet
    - Initial conversation on climate survey in the spring
    - 1<sup>st</sup> Winter Pep Rally in a long time
    - Survey working with is a Federal Dept of Ed survey – research based
      - Be required of districts in next year or 2
2. Support the development of a long-term, District-wide plan that strategically addresses educational goals, declining enrollment, facilities, community impact, budget and cost-saving measures. Accomplish this through input from Superintendent recommendations, Board Ad Hoc committee, Shared Decision-Making committee and community outreach. Specifically address the following:
  - Adopting a vision statement for the District;
  - Analyzing the Grade Level Configuration and Building Utilization Study;
  - Developing a timeline for the writing of a long-term District-wide plan.
    - Did a vision, had presentation tonight, have forum - will be a long conversation
2. Increase K-12 student knowledge and engagement in civics, social studies, and social issues by supporting:
  - Curricular innovation and inclusion of civics education across all subjects to begin by September 2020;
  - Continuing support of an independent, District-wide student government;
  - Secondary school voter education and registration;
  - The creation of a metric for a measurement of civic readiness and practical engagement.
    - HS Principal working with Ulster County Board of Elections to come in and work with students
    - An elementary teacher will be a resident expert on social studies – working on curriculum, coaching and modeling on inquiry
4. Complete the process of revising the district's Homework Policy.
  - Policy will be bringing materials to Board in March
5. Organize our resources to improve the support we offer our students preparing for their future after graduation by:
  - Continuing to support and enhance the district's mentorship program;
  - Engaging with the business community, to better understand current opportunities for graduating students;
  - Visiting programs such as the Ulster BOCES Career Tech, P-Tech, and alternative education programs;
  - Working with district staff to enable our students to anticipate and participate in the jobs of the future.

- Continue to work with mentorship coordinator, robust program
- Poll Board to visit Ulster BOCES by spring

### 13. Independent Contract Retainers

#### 13.01 Approve All ICRs

*Recommended Action:* The Board of Education hereby approves item numbers

13.02-13.06

Motioned: Trustee Ratcliff

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff

Not Present: Trustee Warren, Trustee DeJesus, Trustee Salem

#### 13.02 ICR- Kit's Interactive Theater

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Kit's Interactive Theater retained as a Performing Artist effective April 16, 2020 at a total rate of \$750.00 with no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement.

#### 13.03 ICR - Mad Science of the Mid-Hudson Valley

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Mad Science of the Mid-Hudson effective May 14, 2020 to perform at a total rate of \$450.00 with no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement.

#### 13.04 ICR - Szakmary (revised)

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Linda Szakmary for the period beginning July 1, 2019 to June 30, 2020 at a rate of \$400 per day, to a maximum of \$13,400.00, as a Literacy Coach and authorizes the Superintendent to sign such an agreement. \*REVISED\*

#### 13.05 ICR - Leinweaver

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Mark Leinweaver/Perfect Playcement retained as Perfect Playcement College Athletics Recruiting Presenter effective April 28, 2020 at a total rate of \$1,500.00 with no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement

#### 13.06 ICR - Leonard

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central

School District and Dave Leonard/JTD Productions retained as the D.J for the Winter Pep Rally effective January 28, 2020 at a rate of \$750.00 per 5 hours to a maximum of \$1,000.00 with no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement.

#### 14. Consent Agenda

##### 14.01 Approve Consent Agenda (proposed 8:55)

*Recommended Action:* The Board hereby approves item numbers 14.02-14.11

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff

Not Present: Trustee Warren, Trustee DeJesus, Trustee Salem

##### 14.02 Personnel Agenda

###### LEAVE OF ABSENCES: INSTRUCTIONAL

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
1870	1/02/2020-1/08/2020	FMLA, Unpaid
1870	1/09/2020-1/22/2020	FMLA, Paid Sick Bank

###### SUBSTITUTE

NAME	POSITION	AMOUNT
Wiacek, Megan	Uncertified Teacher	\$85.00/day
Wiacek, Megan	Uncertified Teaching Assistant	\$75.00/day
Wiacek, Megan	School Monitor	\$75.00/day

###### RESIGNATIONS: NON-INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Witte, Andrew	S.D Computer Technician	1/17/2020	Personal

###### APPOINTMENT: INSTRUCTIONAL

NAME	TENURE AREA	PROBATIONARY	SALARY STEP	REMARKS
Thompson, Shelby	Teaching Assistant Bennett	2/3/20-2/2/24	Step 1	Replace M. Basalone

The following named NON-INSTRUCTIONAL personnel have served a probationary status and are recommended to a PERMANENT STATUS consistent with the applicable laws and regulations of the State of New York:

NAME	POSITION	PROBATIONARY DATE	PERMANENT DATE
Morgan, Edward	Groundskeeper II	7/29/2019	1/29/2020

##### 14.03 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations

*Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #1/20, Confidential, as reviewed by Trustee DeJesus

##### 14.04 Approve Overnight Student Trip

*Recommended Action:* The Board of Education hereby approves the overnight trip to Boston for Harvard Model Congress on February 20-23, 2020.

##### 14.05 MOA - SOCE

*Recommended Action:* The Board of Education hereby approves MOA # 1212020 for the secondary Special Education teachers to be paid to take courses to comply with the Statement of Continued Eligibility (SOCE)

#### 14.06 Warrants

*Recommended Action:* The Board of Education has reviewed and hereby accepts Warrant Schedule 5

#### 14.07 Financial Report

*Recommended Action:* The Board of Education has reviewed and hereby accepts the Financial Report from November 2019

#### 14.08 Surplus Equipment

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District declare the attached lists of items as surplus and authorizes the sale or disposal of the listed items.

#### 14.09 Surplus Athletic Equipment

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District declare the attached lists of Athletic Uniforms as surplus and authorizes the sale or disposal of the listed clothing.

#### 14.10 Waiver of Conflict

*Recommended Action:* WHEREAS, the Board of Education of the Onteora Central School District ("Onteora") is seeking to enter into a municipal agreement with the Board of Education of the Saugerties Central School District ("Saugerties"); and WHEREAS, Thomas, Drohan, Waxman, Petigrow & Mayle, LLP ("TDWPM") presently represents both Onteora and Saugerties as general counsel; and NOW THEREFORE, BE IT RESOLVED, that the Board of Education of the Onteora Central School District waives any potential conflict of interest to enable TDWPM to represent Onteora regarding a municipal agreement with the Board of Education of the Saugerties Central School District. BE IT FURTHER RESOLVED, that the Board authorizes the Superintendent of Schools to execute the Waiver of Potential Conflict of Interest with the Board of Education of the Saugerties Central School District in the form annexed hereto.

#### 14.11 Budget Transfers

*Recommended Action:* The Superintendent recommends the transfer of \$116,383.17 in payroll funds to re-align negative salary codes due to ESSA requirements as per the chart below.

From Amount	Budget Code to	Budget Code
\$ 33,480.09	A2830.150-00 BN	A2060.150-00
\$ 54,205.86	A2830.150-00 HS	A2060.150-00
\$ 28,697.22	A2830.150-00 MS	A2060.150-00

### 15. Committee Reports

#### 15.01 Facilities Committee: Trustee Storey to Report, Next meeting TBD

- Did building tour of Phoenicia
  - Went over Building Condition Survey from previous years
- Went over status of press box and bleachers – small punch list for contractor
  - Reviewing the screens for back of bleachers

- Working on the sound
- Science classroom pre-construction meeting held Friday
  - May start during spring break, real work in the summer
- ADA Bathroom project submitted to NYSED Dec. 11<sup>th</sup> – 12 - 14 week review time
  - Work over this summer
- Construction Management Service – sending a request for proposal for ADA project

15.02 Ad Hoc Committee on Communication - Trustee Ratcliff to report

- Discussed holding a forum on Feb. 18<sup>th</sup> in MS/HS on Start Times
  - Public opportunity to give questions and get answers
  - Start meeting at 6:00 to do business, start forum at 7:00
  - PTA organize childcare for better attendance
- Change set-up of meeting? Do in the Cafeteria to sit in a circle?

15.03 Ad Hoc Committee on best practices with declining enrollment and lower budgets

- Will meet and discuss report

**16. New Business**

16.01 The Board will discuss New Business - Onteora Ad is attached

- Advertise in same issue as private schools
  - Get prices for Woodstock Times and Hudson Valley One

**17. Old Business**

17.01 The Board will discuss Old Business

**18. Request For Information**

18.01 Discuss Requests for Information

Trustee Storey asked how much has the district saved in fuel costs and maintenance from the Pellet Boiler at Phoenicia and how much has it cost the district?

Trustee Storey asked (from 12.03) How does Alliance Energy, LLC / Exxon Mobil Corporation know to give money?

Trustee Osmond asked for Trustee DeJesus– how does the district subsidize UPK it? What costs can the district bear and what cost does the county bear?

Trustee Kurnit asked if we can get numbers from Kingston since they just put in self-funded Pre-K? Bring into discussion of district configuration

Trustee Kurnit (from 11.01) How many kindergarteners are in private schools and how many lost due to immunizations?

**19. Adjournment**

19.01 Adjourn Meeting. Next meeting January 21st at the MS/HS (proposed 9:15)

*Recommended Action:* The meeting is adjourned at 8:50

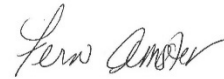
Motioned: Trustee Storey

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff  
Not Present: Trustee Warren, Trustee DeJesus, Trustee Salem

Minutes Recorded by Fern Amster,  
District Clerk

A handwritten signature in cursive script, appearing to read "Fern Amster".

Board of Education: Laurie Osmond, Rob Kurnit, Valerie Storey, Kevin Salem, Bennet Ratcliff,  
Robert Burke Warren, Dafne DeJesus



# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## REGULAR MEETING

6:00 p.m.

## MINUTES

**TUESDAY, FEBRUARY 4, 2020**

PHOENICIA SCHOOL

### 1. Opening Items

[Note: The Board did not vote to go into Executive Session, they met with their attorney at 5:00]

1.01 Call to Order 6:00 by Trustee Salem in the absence of President and Vice President

1.02 Tobacco Policy

1.03 Pledge of Allegiance

1.04 Roll Call

Present: Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Kurnit, Trustee Warren

### 3. Acceptance of Minutes

3.01 Acceptance of Minutes

*Recommended Action:* The Board of Education hereby accepts the minutes of the January 21, 2020 Board Meeting

Motioned: Trustee Storey

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Osmond, Trustee Kurnit, Trustee Warren

### 4. Welcome

4.01 Phenicia Principal, Linda Sella will welcome the Board (proposed 6:00 duration 10 min)\

Extremely grateful for new technology in the building; introduced 3<sup>rd</sup> grade teacher Robert Hallock who demonstrated how the Chromebooks have enriched the learning experience in reading and math

- BOCES Integration Specialist gave a workshop on Google Classroom
- What teacher puts on screen, they see on their Chromebooks –every student has their own Chromebook
- Saves on paper – pull up reading books and read as a group
  - Can give assignments to do on Chromebook and teacher will see
    - Uses Google Docs
    - Links to reading program RAZ Kids (Reading A to Z)
- Also Math – interactive videos, ask questions to see background knowledge
  - Inquiry – give questions, put answer in Google Docs
    - Also, answer in discussion board
  - Play game, watch video
- Everything done with a textbook can be done with interactive on-line tools
- Also for science and social studies
- Saves on waiting for computer lab
- Makes learning more fun for students

## Discussion:

- Teachers were trained on using the technology and creating games by the BOCES Integration Specialist

## Now Present

Trustee Warren arrived at 6:15

**5. Superintendent District News**

## 5.01 The Superintendent will report District News (proposed 6:10)

- The winter Pep Rally and Community night went really well
  - Booster Club showed appreciation to Athletic Director Kim Pilla and her assistant, Leah Smith
  - Trustee Kurnit and Trustee Storey attended
- HS students had an opportunity to interact with Jewish and Arab students from Israel
  - The visiting students spent time in different classes all day and interacted with our students in small group discussions
- Attended the State of the County Address last week and sat with 11 HS students
  - The County Executive focused on improving the county for our youth
    - Keep young people from leaving Ulster county
- As mentioned at the last Board meeting, the newest edition of our Literary Magazine, The Reservoir, is available
  - I have purchased a copy for each Trustee
- The Board of Regents and the State Education Department are holding a series of regional informational meetings around the state to gather information on what a state diploma should signify to ensure educational excellence and equity for every student in New York State
  - Is the beginning of the review of graduation measures being undertaken by the Regents and NYSED
  - Our local meeting will be held on March 11th from 5 – 7pm at Ulster BOCES in New Paltz

**6. Board District News**

## 6.01 The Board will report District News (proposed 6:15)

Trustee Storey reported she attended the Winter Pep Rally – students had a great time

**7. Student Representative Report**

## 7.01 The Student Representative, Leon Savage will report to the Board

- Pep Rally and visit with Israeli students were both fantastic
- Read statement from Student Government:  
*In the beginning of the year, around October, the Onteora Booster Club emailed Principal Edleman and Mr. Connolly. They wished to change our mascot for athletic jerseys, letterheads, and more so that every team would have slight variations of the Eagle Mascot. However, the student board voted against that because we believed that it would dishearten the Onteora students that created this mascot. While it is not necessarily a bad idea to make slight modifications, simply copying a photo of an Eagle online when students poured hours into the changing of the mascot and drawing up concepts we believed would make the students feel like their decision had no impact. Under the new student government, we believe*

*that our opinions are only used to confirm the beliefs of higher ups, and when disagreeing, are swept under the rug. The Booster club, even after getting disapproval, decided to use an alternate mascot and sell it as a fundraiser for the athletics teams. While the Booster Club did have Onteora's best interests at heart, they still broke multiple guidelines surrounding their jurisdiction.*

*Due to recent issues surrounding alternate logos and apparel being produced, was it the Board of Education's intention for the images designed by and voted on by the student body to be the sole designs used for banners, athletic teams, Apparel and other purposes?*

Discussion:

- Board made decision about mascot, rest is up to Superintendent
- Met with Superintendent and will be resolving it in the near future
- Very well done by Student Government

## 8. Presentation

8.01 BOCES Superintendent, Dr. Khoury will present to the Board (proposed 6:25 duration 30 min)

Recognized Bob Curran, the Onteora Rep on the BOCES Board, introduced Assistant Superintendent Allison Dodd and Deputy Superintendent Jonah Schenker

- Spent a little over \$4.6 million with BOCES – increase in Special Ed
- Aid ratio went up to 37.5% from 36% - \$471,000 in BOCES aid, refund of \$432,000 given already
- Student Participation in Career and Tech Program– largest enrollment in automotive
  - Have students in most BOCES programs
- Continue affiliation with High Tech High in CA- took 40-50 teachers to CA to see project and process based learning
- Finalizing partnership with Nobel Teacher Summit – Nobel Prize Museum
  - Have 2-3 Nobel Prize winners to speak to teachers

Dr. Schenker on professional development:

- Monthly all Assistant Superintendent for Curriculum & Instruction come together to discuss
  - Initiatives, standards
  - Speak about detailed plans at Onteora and deploy specialists in needed areas
  - Therapeutic Transition Program (TTP) program came out of Pupil Personnel Services (PPS) Directors meeting expressing needs
    - Short term psychiatric support after hospitalization – 5 week intense program
    - Send here instead of directly back to classroom
    - Is a complete academic program so they won't fall behind

Amy Storenski – Principal of Career & Tech Education (CTE)

- Last year 99% completed trade program, 95% earned diploma
  - Graduation above State (93%) and National (80%) average
- Few dozen 2 year CTE programs that offer alternate path to graduation
- Next year – adding Animal Science
- Half day – hands on experiences in classroom and in the field
  - All programs taught by experts in their field
- Increase opportunity to voice –formed a Senior Council –representative of programs and component districts

- Feedback from businesses – need to focus on employable skills
  - Being on time, thinking independently, being responsible, etc.
    - Have monthly employability activities
- Increase number of external experiences students have
  - 151 students school based enterprise – beauty
  - 180 supervised clinical experiences – education, health
  - 345 student in Community service
  - 142 students school based projects with local businesses
  - 340 job shadowing experiences
  - Paid internships – 9 students last year, 14 this year - can lead to full time employment
    - Get foundation skills to be ready for college, career
- Introduced 2 students
  - Audrey VanBlarcom – Senior and at BOCES for nursing
    - shadowed nurses and other people
    - Works with residents
    - Got scholarships with BOCES help
  - Akanksha Robiso– senior and student in New Visions – studying education
    - Interned this year as a senior, rather than waiting until college
    - Collaborate with peers

## Discussion:

- TTP – waiting list now – looking to build in longer term placements– space constraints will be rectified

**9. Acknowledge Public Be Heard Comments**

9.01 The Board will acknowledge the public be heard comments from the last meeting  
Maxanne Resnick, Ben Schachter, Christina Davis

**10. Public and Student Comment**

10.01 Public and Students may comment on any agenda or non-agenda item (proposed 6:55 duration 10 min or more)

Marcey Brownstein – parent at the MS. Each town deserves their own school. Have had a great experience with current configuration. Seemed that the Bennett students that had to go to Phoenicia and Woodstock were the most upset. Starting in a small school like Phoenicia and transitioning to a bigger school like Bennett was fantastic.

**11. Budget Presentation**

11.01 2020-2021 Budget Update (proposed 7:05 duration 20 min)

- Maximum allowable tax levy of \$44,717,836 - about \$1 million more than last year
  - Not the tax rate, but the tax levy – not the same
  - Still have lowest tax rates in the county
- Revenue down from last year
- 2.7% increase in expenditures from last year
  - Seems skewed – Every Student Succeeds Act (ESSA) requires school districts to report expenditures by building, had to move money to different areas
    - SRO in instruction, needs to be in security – general support

- Other items pulled out of instruction and into general support
- Expecting gap of just over \$1 million
- Purchase of 165 passenger bus and large items for Facilities– part of budget
- DEHIC meeting is March 11<sup>th</sup> – maybe get some idea next week
- Have not hit deadline for teachers to retire – March 1<sup>st</sup>
- BOCES final service request due in May
- Changing and adding to Fitness Room – looking at options - lease instead of buy

Discussion:

- Run with everything in last year's place to see without the discrepancy in expenses from this year to next
  - Can do with big ticket lines – will be 85%
- 65 passenger bus is a gas bus – research on electric
  - Limited because of size of district
  - Not economically viable yet

Now Present:

Trustee Osmond arrived at 7:05

## 12. Discussion & Possible Action

### 12.01 Create Position

*Recommended Action:* The Board of Education hereby creates the following position:

1.0 FTE Special Education Teacher

- Have had increase in special education students – may need this position and want to have this in place

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Osmond, Trustee Warren

Not Present: Trustee Kurnit

### 12.02 Donations

*Recommended Action:* The Superintendent recommends acceptance of the following donations to support the Onteora Rocket Club:

\$200.00 CASH, from Eiger 3970 Consulting

\$200.00 from Storage 28 LLC

\$200.00 from The Law Firm of Sharon C. Fletcher, PLLC

\$300 from James and Joan Lonergan

Motioned: Trustee Storey

Seconded: Trustee DeJesus

- Thank you for supporting the Rocket Club and students

Result: Unanimous

Yea: Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Osmond, Trustee Warren

Not Present: Trustee Kurnit

### 12.03 Discuss the Forum logistics on Later Start Times on Feb. 18th (proposed 7:30 duration 15 min)

- Begin with brief overview of Board goal, work done on fact sheet, research
- Have Board meeting from 5:30 – 6:30, Forum 6:30 – 8:00
- Flip schedule of Board Meeting– early part of meeting do consent, ICRs, then do district news, student rep news, etc. – hope people would want to hear news
- Trustee Kurnit to moderate, as he did before?
  - If not, Trustee Warren will moderate
- Audio record, not video
- Put a more detailed agenda on easel so people know what is happening
  - Person at door to familiarize everyone with what is going on
- Soft time limit – with timer – respond directly
- Listen to information from the public – moderator will give responses
  - Moderator will:
    - prevent the same question over and over
    - make sure no one gets left out
    - give public instructions – take 3 minutes - meant to be dialogue
    - public doesn't need to make statement and get all questions out – conversational flow
    - be sure the topic is later start times only
    - how to start and end
    - get people to speak
- Cafeteria more welcoming environment than auditorium
- Make sure that regular business done by 6:30
- No tables – less separation with stakeholders
- Coffee and water, child care
- Administrators will be invited – Superintendent will get back to questioners
  - Will invite the team that devised plan
- Give public information that this is a dialogue – don't need to make a long statement and any question that can't be answered directly, the answer will be posted on the website and social media
- Keep everyone updated on this by email

#### 12.04 Discuss Other Board Self-Evaluation Tools (proposed 7:45 duration 10 min)

- Several up on Board Docs for review – like new NYSSBA one
- Consensus to use new NYSSBA tool this year

#### 12.05 The Board will discuss putting an ad in the Woodstock Times (proposed 7:55 duration 10 min)

- Several years ago ran an ad in same issue as when private schools advertise
- Marketing is something we should be doing with declining enrollment
- Lucky to have a physical paper locally that is read
- Go to other papers as well, radio, online, broader range
- Start with a goal – what is strategy, how branded, budget, how adhere to best practices of advertising
  - Advertise when parents are looking for schools
    - Must live in school district – no longer take tuition-paying students
  - Ad Hoc committee on Communication to take care of ad

**13. Policies****13.01 First Reading of Policy 3150 Flag Display (proposed 8:05 duration 15 min)**

- Combination of existing policy and NYSSBA recommended policy
- Flag not only on poles– also can be at entrance of school
- Come back with revised language because law allows flag to not be flown, but displayed in school

**2020 3150 Community Relations FLAG DISPLAY****[Policy 3150]**

In keeping with State Education Law and Executive Law, the Board of Education accepts its duty to display the United States flag upon or near each public school building during school hours, weather permitting, and such other times as the statutes may require or the Board may direct.

**[NYSSBA:]**

The flag shall be flown at full- or half-staff pursuant to law. In addition, the flag may be flown at half-staff to commemorate the death of a present or former Board member, present employee or student.

Consistent with national and state law and regulations and this policy, the Superintendent of Schools shall develop rules and regulations for the proper custody, care and display of the flag.

Ref: 4 U.S.C. §§5-9 (display of the flag)

Education Law §§418; 419; 420 (requirement for the school to purchase display and develop rules and regulations for the care and custody of the flag)

Executive Law §§400-403 (rules for display of the flag)

8 NYCRR Part 108 (flag regulations)

**13.02 First Reading of Policy 3160 School Volunteers**

- Volunteers should not be alone with students, principals does reference check
- Leave in line about administrative regulations, put up with second reading

**2012 2020 3160 Community Relations SCHOOL VOLUNTEERS**

The Board recognizes the need to develop a school volunteer program to support District instructional programs and extracurricular activities. The Board encourages volunteers from all backgrounds and age groups who are willing to share their time, training, experience or personal characteristics to benefit the students of the district. The purpose of the volunteer program will be to:

**ca) Strengthen school/community relations through positive participation.**

**ab)** Assist employees in providing more individualization and enrichment of instruction;

**bc)** Build an understanding of school programs among interested citizens, thus stimulating widespread involvement in a total educational process;

**c) Strengthen school/community relations through positive participation.**

Volunteers are persons who are willing to donate their time and energies to assist Principals, teachers, and other school personnel in implementing various phases of school programs. Volunteers shall serve in that capacity without compensation or employee benefits except for liability protection under the District's insurance program.

**Volunteers shall not be used to provide transportation for school-sponsored activities.**

**No volunteer shall be permitted to have unsupervised direct contact with students.**

**All volunteers are required to act in accordance with district policies, regulations and school rules. Any staff member who supervises volunteers may ask any volunteer who violates district policies, regulations or school rules to leave school grounds.**

**School volunteers may not access student personally identifiable information, except if permitted under policy 7240, Student Records.**

An application shall be filled out by each prospective volunteer and forwarded to the District Office for evaluation. The Building Principal will forward their decisions concerning selection, placement and replacement of volunteers to the Superintendent for final evaluation. Following approval from the Superintendent of Schools, volunteers selected for work in the District shall be placed on the list of approved volunteers, subject to approval by the Board of Education. **Each Building Principal shall be responsible for maintaining a current and complete list of all active volunteers.**

**Administrative regulations will be developed to implement the terms of this policy.**

Volunteer Protection Act of 1997, 42 United States Code (USC) Section 14501 et seq.; Education Law Sections 3023 and 3028; Public Officers Law Section 18; NOTE: Refer also to Policy #6540 – Defense and Indemnification of Board Members and Employees; **Policy 7240**

### 13.03 First Reading of Policy 5241 Senior Citizens Exemptions (formally Property Tax Exemption for Senior Citizens)

- Combined policy about property tax exemptions for seniors and no admission for seniors

~~2002 2020~~ 5241 Non-Instructional/Business Operations ~~PROPERTY TAX EXEMPTION FOR SENIOR CITIZENS~~ **SENIOR CITIZENS EXEMPTIONS**

**Property Tax:**  
FROM NYSSBA:

Unless specifically exempted by law, real property used exclusively for residential purposes and owned by one (1) or more persons, each of whom is sixty-five (65) years of age or over, or real property owned by husband and wife or by siblings, one (1) of whom is sixty-five (65) years of age or over, shall be exempt from taxation to the extent of percentum of the assessed valuation determined by the Board if the owners meet the criteria established annually by the Board.

The real property tax exemption of real property owned by husband and wife, when one (1) of them is sixty-five (65) years of age or over, once granted, shall not be rescinded solely because of the death of the older spouse so long as the surviving spouse is at least sixty-two (62) years of age.

The District may permit a property tax exemption to an otherwise eligible senior citizen even if a child who attends a public school resides at that address. The Board must adopt a resolution allowing such an exemption following a public hearing on this specific issue.

**School Events:**

**Senior citizens will be admitted to all school events, except group sponsored events, without charge.** (from 3140- whole policy)  
Real Property Tax Law Section 467

Motion to waive second reading of Policy 5241

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Osmond, Trustee Warren

Not Present: Trustee Kurnit

Motion to adopt Policy 5241 as written

Motioned: Trustee Storey

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Osmond, Trustee Warren

Not Present: Trustee Kurnit

### 13.04 First Reading of Policy 6161 Travel Reimbursement

2020 2330 Internal Operations **EXPENSE REIMBURSEMENT**

- Reference union contracts' spending limits in regulations/procedures

~~Members of the Board of Education, school officials and staff members shall be reimbursed for reasonable out-of-pocket expenses incurred while traveling for school-related activities. Only expenses necessary to the purpose of the travel shall be reimbursable.~~

~~The Board of Education shall determine, by duly adopted resolution, whether the attendance of members of the Board of Education at any conference or professional meeting is in the best interest of the District and whether they are eligible for reimbursement of expenses under this policy.~~

~~The Superintendent of Schools shall determine, in accordance with administrative procedures, whether attendance by District staff at any conference or professional meeting is in the best interest of the District and whether such staff members are eligible for reimbursement of expenses under this policy.~~



~~The Superintendent of Schools shall establish regulations to implement this policy.~~

NYSSBA:

School district employees, officials and members of the Board of Education will be reimbursed for reasonable, actual and necessary out-of-pocket expenses which are legally authorized and incurred while traveling for school related activities.

Only expenses necessary to the purpose of the travel shall be reimbursable. Transportation costs are allowable only for essential transportation. Mileage will be paid at the rate fixed by the federal Internal Revenue Service for business travel. Tax exemption certificates shall be issued and utilized as appropriate.

The Board, by majority vote, shall determine and approve which meetings and conferences may be attended by Board members and the Superintendent of Schools.

The Superintendent shall determine, in the first instance, whether attendance by district staff at any conference or professional meeting is in the best interest of the district and eligible for reimbursement of expenses under this policy.

To obtain reimbursement, the claimant must complete and sign an expense voucher, attach all receipts or other expense documentation, and submit the same to the appropriate administrator. Reimbursement shall only be made after such claim has been audited and allowed.

Regulations concerning expense reimbursement shall be attached to this policy and shall be reviewed annually and revised as appropriate.

Ref: Education Law §§1604(27); 1709(30); 1804; 2118; 3023; 3028  
General Municipal Law §77-b

Motion to waive second reading of Policy 6161

Motioned: Trustee Ratcliff

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Osmond, Trustee Warren

Not Present: Trustee Kurnit

Motion to adopt Policy 6161

Motioned: Trustee DeJesus

Seconded: Trustee Ratcliff

- District will only reimburse for travel from school district for employees

Result: Unanimous

Yea: Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Osmond, Trustee Warren

Not Present: Trustee Kurnit

13.05 Rescind Policies

*Recommended Action:* The Board of Education hereby rescinds the following policies: 2330 Compensation and Expenses (covered in Policy 6161) and 3140 Senior Citizens (covered in Policy 5241)

Motioned: Trustee Ratcliff

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Osmond, Trustee Warren

Not Present: Trustee Kurnit

**14. Independent Contract Retainers**

14.01 Approve All ICRs (proposed 8:20)

*Recommended Action:* The Board of Education hereby approves item numbers 14.02-14.06

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Osmond, Trustee Warren

Not Present: Trustee Kurnit

14.02 ICR- Neden for Phoenicia

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Terianne Neden retained as a Nutrition Residency Teacher at Phoenicia Elementary effective March 9, 2020 to March 12, 2020 at a rate of a \$ 125.00 per hour to a maximum of \$1,500.00 with no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement.

14.03 ICR - Schwartz for Woodstock

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Jill Ann Schwartz retained as a Teaching Artist (Dance) effective March 30, 2020 to April 30, 2020 at a maximum rate of a \$1,500.00 with no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement.

14.04 ICR - Neden for Woodstock

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Terianne Neden retained as a Nutrition Residency Teacher at Woodstock Elementary effective April 21, 2020 to May 24, 2020 at a rate of a \$ 125.00 per hour to a maximum of \$1,500.00 with no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement.

14.05 ICR - Dias for Woodstock

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Aaron Dias retained as a Yoga Teacher effective May 8, 2020 to May 14, 2020 at a rate of a \$ 1,000.00 per 5 days with no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement.

14.06 ICR - American Made Monitor Studies

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and American Made Monitor Studies retained as a Community Mentor in custom fabrication-prop and set design sculptures effective February 5, 2020 to

June 4, 2020 at a rate of a \$ 250.00 stipend with no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement.

## 15. Consent Agenda

### 15.01 Approve Consent Agenda (proposed 8:25)

*Recommended Action:* The Board hereby approves item numbers 15.02-15.08

Motioned: Trustee DeJesus

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee

Osmond, Trustee Warren

Not Present: Trustee Kurnit

### 15.02 Personnel Agenda

#### LEAVE OF ABSENCES: INSTRUCTIONAL

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
2238	*approx. dates* 2/19/20- 5/13/20	FMLA

#### LEAVE OF ABSENCES: NON INSTRUCTIONAL

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
2299	2/4/20-3/15/20	FMLA, Sick Bank Paid

#### APPOINTMENT: NON-INSTRUCTIONAL

##### PROBATIONARY APPOINTMENT

NAME	POSITION/SCHOOL	EFFECTIVE DATE	SALARY STEP	REMARKS
Whigham, Tommie*	School District Computer Technician	2/18/20-8/18/20	Step 5	Replace A. Witte

\*Pending pre-processing employment

#### EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
Barringer, Lisa	Elementary Resource-Bennett #1	\$1,208.00 *prorated 1/13/20-6/26/20*

#### SUBSTITUTE

NAME	POSITION	AMOUNT
Berryann, Julia	Buildings and Grounds	\$13.00/hr
Scott, Brittany	Buildings and Grounds	\$13.00/hr

#### RESIGNATIONS: INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
DeSantis, Ernest	Teaching Asst. /Woodstock	2/14/20	Personal

The following named NON-INSTRUCTIONAL personnel have served a probationary status and are recommended to a PERMANENT STATUS consistent with the applicable laws and regulations of the State of New York:

NAME	POSITION	PROBATIONARY DATE	PERMANENT DATE
Wood, Sharon	School Program Secretary	8/7/2019	2/6/2020

### 15.03 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations

*Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #2/20, Confidential, as reviewed by Trustee Kurnit

### 15.04 ECA Quarterly Report

*Recommended Action:* The Board of Education hereby accepts the ECA Report for the second quarter.

#### 15.05 Financial Report

*Recommended Action:* The Board of Education has reviewed and hereby accepts the Quarterly Financial Report.

#### 15.06 Classification of proposed corrective action as Type II SEQRA action

*Recommended Action:* WHEREAS, the Board of Education of the Onteora Central School District has been directed by the New York State Department of Environmental Conservation to address certain deficiencies in the wastewater treatment system at the West Hurley Elementary School (the "West Hurley Wastewater System"); and

WHEREAS, in order to comply with the above-referenced directive, the District is preparing to initiate certain work in order to maintain or repair (with no substantial changes) the existing structures and/or facilities associated with the West Hurley Wastewater System, and/or to replace, rehabilitate and/or reconstruct the structures and/or facilities associated with the West Hurley Wastewater System, including the repair/replacement of pumps in the pump station, repair/replacement of an effluent pipe, and repair/maintenance of a swale and headwall at an outfall point, and related work (collectively the "Proposed Action"); and

WHEREAS, the Proposed Action qualifies as a Type II action set forth in 6 NYCRR Part 617.5 of the State Environmental Quality Review Act (SEQRA), as it is being undertaken in order to comply with a directive from the New York State Department of Environmental Conservation, and involves: (i) the maintenance or repair (with no substantial changes) of an existing structure or facility; and/or (ii) the replacement, rehabilitation and/or reconstruction of a structure or facility, in kind, on the same site; and WHEREAS, the Board has considered the information and documentation, which describes the design and intent of the Proposed Action:

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Onteora Central School District, based upon the record before it, including the general, specific and detailed knowledge of the Board of the Proposed Action and under the applicable standards of SEQRA and 6 NYCRR Part 617.5, hereby determines that:

- a. the Proposed Action is classified as a Type II Action; and
- b. in accordance with Article 8 of the New York State Environmental Conservation Law, the Board is not obligated to conduct any further environmental review of the Proposed Action.

#### 15.07 Authorizing corrective action and appropriating funds

*Recommended Action:* WHEREAS, the Board of Education of the Onteora Central School District has been directed by the New York State Department of Environmental Conservation to address certain deficiencies in the wastewater treatment system at the West Hurley Elementary School (the "West Hurley Wastewater System"); and

WHEREAS, the District's engineering consultant, Clark Patterson Lee ("CPL"), has inspected the West Hurley Wastewater System and recommends work including, but not limited to, repairing/replacing the pumps in the pump station, repairing/replacing an effluent pipe, and the repair/maintenance of a swale and headwall at an outfall point; and

WHEREAS, CPL has estimated that the total cost for the corrective action for the System, inclusive of equipment, repairs, labor, and engineering services, will not exceed \$25,000; and

WHEREAS, the Board of Education has determined that said corrective action to the System is a Type II action under the State Environmental Quality Review Act (SEQRA):

NOW, THEREFORE BE IT RESOLVED, that the Board of Education of the Onteora Central School District:

1. declares the expenses associated with the corrective action regarding the West Hurley Wastewater System to be an ordinary contingent expense; and
2. appropriates a sum not to exceed \$25,000, from undesignated fund balance, to pay the cost of such corrective action; and

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Superintendent to enter into and sign any contracts necessary for the corrective action described herein.

#### 15.08 Professional Services

*Recommended Action:* BE IT RESOLVED, that the Board of Education of the Onteora Central School District retains the firm of Clark Patterson Lee ("CPL") to provide engineering services, as set forth in CPL's letter proposal dated February 3, 2020, in an amount not to exceed \$10,000; and BE IT FURTHER RESOLVED, that the Board of Education authorizes the Superintendent to sign the February 3, 2020 letter proposal from Clark Patterson Lee, a fully-executed copy of which shall be placed on file with the District Clerk, as well as any other documents necessary for the acceptance of the work described herein.

## 16. Committee Reports

### 16.01 Ad Hoc Committee on Communications: Trustee Salem to report

- Feel that job with start times will be done after the forum

### 16.02 Ad Hoc Committee on best practices with declining enrollment and lower budgets

- Committee has not met – will go over Building Utilization & Grade Configuration Study

## 17. New Business

### 17.01 The Board will discuss New Business

Received envelope at home with anonymous letters – first letter said that they were sent to school board at District, inquired and found that it is Board procedure to not address anonymous letters – set a long time ago

- All correspondence should be sent to Board members
  - Is Board's job as elected officials to read all correspondence
- Create file to be kept with District Clerk and offer Board access
- Put on another agenda for discussion

## 18. Old Business

### 18.01 The Board will discuss Old Business

No old business was discussed

## 19. Request For Information

### 19.01 Discuss Requests for Information

No requests for information were discussed

## 20. Adjournment

### 20.01 Adjourn Meeting. Next meeting February 18th at the MS/HS (proposed 8:45)

*Recommended Action:* The meeting is adjourned at 8:15

Motioned: Trustee Storey

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus, Trustee Osmond, Trustee Warren

Not Present: Trustee Kurnit

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Laurie Osmond, Rob Kurnit, Valerie Storey, Kevin Salem, Bennet Ratcliff, Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## WORKSHOP MEETING

5:00 p.m.

## MINUTES

**THURSDAY, FEBRUARY 20, 2020**

Middle School/High School

### **1. Opening Items**

1.01 Call to Order 5:00

1.02 Tobacco Policy

1.03 Pledge of Allegiance

1.04 Roll Call

Present: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren

Not Present: Trustee DeJesus, Trustee Salem

### **2. Executive Session**

2.01 Enter executive session (proposed 5:00 duration 30 minutes)

*Recommended Action:* Motion to enter into executive session to discuss the contract of the Superintendent

Motioned: Trustee Storey

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren

Not Present: Trustee DeJesus, Trustee Salem

2.02 Exit Executive Session and Return to Public Session (proposed 5:30 pm)

*Recommended Action:* Motion to exit executive session and return to public session

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren

Not Present: Trustee DeJesus, Trustee Salem

### **3. Acceptance of Minutes**

3.01 Acceptance of Minutes

*Recommended Action:* The Board of Education hereby accepts the minutes of the February 4, 2020 and the February 14, 2020 Board Meetings

Motioned: Trustee Osmond

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren

Not Present: Trustee DeJesus, Trustee Salem

### **4. Discussion & Possible Action**

4.01 Second Reading and Adoption of Policy 3150 Flag Display (proposed 5:35)

*Recommended Action:* The Board of Education hereby adopts Policy 3150 as written

Motioned: Trustee Osmond

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren

Not Present: Trustee DeJesus, Trustee Salem

#### 2020 3150 Community Relations **FLAG DISPLAY**

[Policy 3150]

In keeping with State Education Law and Executive Law, the Board of Education accepts its duty to display the United States flag upon or near each public school building during school hours, weather permitting, and such other times as the statutes may require or the Board may direct.

[NYSSBA:]

The flag shall be flown **or displayed** at full- or half-staff pursuant to law. In addition, the flag may be flown **or displayed** at half-staff to commemorate the death of a present or former Board member, present employee or student.

Consistent with national and state law and regulations and this policy, the Superintendent of Schools shall develop rules and regulations for the proper custody, care and display of the flag.

Ref: 4 U.S.C. §§5-9 (display of the flag)

Education Law §§418; 419; 420 (requirement for the school to purchase display and develop rules and regulations for the care and custody of the flag)

Executive Law §§400-403 (rules for display of the flag)

8 NYCRR Part 108 (flag regulations)

#### 4.02 Second Reading and Adoption of Policy 3160 School Volunteers

*Recommended Action:* The Board of Education hereby adopts Policy 3160 as written

Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren

Not Present: Trustee DeJesus, Trustee Salem

#### **2012 2020** 3160 Community Relations **SCHOOL VOLUNTEERS**

The Board recognizes the need to develop a school volunteer program to support District instructional programs and extracurricular activities. **The Board encourages volunteers from all backgrounds and age groups who are willing to share their time, training, experience or personal characteristics to benefit the students of the district.** The purpose of the volunteer program will be to:

**ca) Strengthen school/community relations through positive participation.**

**ab)** Assist employees in providing more individualization and enrichment of instruction;

**bc)** Build an understanding of school programs among interested citizens, thus stimulating widespread involvement in a total educational process;

~~**e) Strengthen school/community relations through positive participation**~~

Volunteers are persons who are willing to donate their time and energies to assist Principals, teachers, and other school personnel in implementing various phases of school programs. Volunteers shall serve in that capacity without compensation or employee benefits except for liability protection under the District's insurance program.

**Volunteers shall not be used to provide transportation for school-sponsored activities.**

**Volunteers shall not be left alone with students.** – added after 2/4/20 meeting

**No volunteer shall be permitted to have unsupervised direct contact with students.**

**All volunteers are required to act in accordance with district policies, regulations and school rules. Any staff member who supervises volunteers may ask any volunteer who violates district policies, regulations or school rules to leave school grounds.**

**School volunteers may not access student personally identifiable information, except if permitted under policy 7240, Student Records.**

An application shall be filled out by each prospective volunteer and forwarded to the District Office for evaluation. The Building Principal will forward their decisions concerning selection, placement and replacement of volunteers to the Superintendent for final evaluation. Following approval from the Superintendent of Schools, volunteers selected for work in the District shall be placed on the list of approved volunteers, subject to approval by the Board of Education. **Each Building Principal shall be responsible for maintaining a current and complete list of all active volunteers.**

Administrative regulations will be developed to implement the terms of this policy.

Volunteer Protection Act of 1997, 42 United States Code (USC) Section 14501 et seq.; Education Law Sections 3023 and 3028; Public Officers Law Section 18; NOTE: Refer also to Policy #6540 – Defense and Indemnification of Board Members and Employees; **Policy 7240**

#### 4.03 Donation for Climate & Culture

*Recommended Action:* The Superintendent recommends acceptance of a donation totaling \$250.00 CASH, from an Anonymous Donor to support the climate and culture at the Middle School and recommends to increase budget line A2110.431-02

(Supplemental) by \$250

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

- To support Positive Behavior Intervention and Supports (PBIS)

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren

Not Present: Trustee DeJesus, Trustee Salem

#### 4.04 Donations for Rocket Club

*Recommended Action:* The Superintendent recommends acceptance of the following donations to support the Onteora Rocket Club:

\$200.00 CASH, from Ametek Inc.

\$200.00 CASH from Fishcreek Iron, Inc.

Motioned: Trustee Storey

Seconded: Trustee Kurnit

- Very appreciative of donations from the community

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren

Not Present: Trustee DeJesus, Trustee Salem

No Longer Present

Trustee Ratcliff left at 5:45

### 5. Consent Agenda

#### 5.01 Approve Consent Agenda (proposed 5:50)

*Recommended Action:* The Board hereby approves item numbers 5.02 -5.12

Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Warren

Not Present: Trustee Salem, Trustee Ratcliff, Trustee DeJesus



## 5.02 Personnel Agenda

**SUBSTITUTE**

NAME	POSITION	AMOUNT
Enoksen, Zackary	Certified Teacher	\$115.00/day

**EXTRA DUTY STIPENDS**

NAME	POSITION	AMOUNT
Allison, Bridget	Fitness Room Advisor III	\$2,150.00 *co advisor w/B.Wall*
Funck, Brianna	Track-Spring-Assistant Coach	\$3,467.00 *pending CPR/First Aid/AED Cert, Concussion Cert.*
Harrington, Brooke	Softball-Modified-Head Coach	\$1,282.00
King, Thomas	Track-Spring-Assistant Coach	\$3,467.00
Nerp, Kathleen	Tennis-Varsity-Head Coach (Boys)	\$2,828.00
Rider, Christina	Track-Spring-Assistant Coach	\$3,467.00
Rushford, Michael	Baseball-JV-Head Coach	\$3,167.00 *pending instructor cert. for CPR/First Aid*
Scherer, Rebecca	Softball-JV-Head Coach	\$3,167.00
Wall, Bill	Fitness Room Advisor III	\$2,150.00 *co advisor w/B. Allison*

**APPOINTMENT: NON-INSTRUCTIONAL****PROBATIONARY APPOINTMENT**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	SALARY STEP	REMARKS
Whigham, Tommie	School District Computer Technician	3/9/20-9/9/20	Step 5	Adjusted starting date*pending pre-approval*

The following named **NON-INSTRUCTIONAL** personnel have served a probationary status and are recommended to a **PERMANENT STATUS** consistent with the applicable laws and regulations of the State of New York:

NAME	POSITION	PROBATIONARY DATE	PERMANENT DATE
Forte, Joseph	School Monitor	9/3/19	3/2/20
Hall, Raymond	Custodial Worker	8/21/19	2/20/20
Johnan, Catherine	School Monitor	9/3/19	3/2/20
Smith, William	Groundskeeper II	8/21/19	2/20/20

## 5.03 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations

*Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #2/20, Confidential, as reviewed by Trustee Kurnit

## 5.04 Vote on Smart Schools Bond Act

*Recommended Action:* WHEREAS, the District accepted a preliminary Smart Schools Investment Plan ("SSIP") on pursuant to The Smart Schools Bond Act (the "Act"); and WHEREAS, the preliminary SSIP was posted on the District's website for at least 30 days, and the District included an address to which any written comments on the preliminary SSIP should be sent; and WHEREAS, the Board of Education conducted a public hearing that enabled stakeholders to respond to the preliminary SSIP, for which adequate notice of the public hearing was provided through local media and the District website for at least two weeks prior to the hearing; and WHEREAS, the Board of Education has considered all public comments, completed a final SSIP, and determined that approval of the final SSIP is in the best interest of the District. NOW, THEREFORE, BE IT RESOLVED, that the final Smart Schools Investment Plan to expend \$521,720 for video surveillance, access controls and safety devices be approved.

## 5.05 Overnight Trip

*Recommended Action:* The Board of Education hereby approves the HS Science Olympiad Team to go to LeMoyne College in Syracuse for the State Competition on March 13-14, 2020

## 5.06 Intermunicipal Agreement for Baseball

*Recommended Action:* BE IT RESOLVED that the Board of Education hereby approves the Intermunicipal Agreement between Onteora Central School District and the Saugerties Central School District relating to student participation in the interscholastic sport of baseball.

## 5.07 Health Services

*Recommended Action:* BE IT RESOLVED, that the Board of Education of the New Paltz Central School District establishes the rate of \$1,073.03 per pupil for the school year 2019-2020 for Health Services provided for non-resident pupils attending nonpublic schools in the New Paltz Central School District.  
BE IT FURTHER RESOLVED, that the Superintendent and Clerk of the Board of Education be authorized to sign contracts for health services for the 2019-2020 school year.

## 5.08 Warrants

*Recommended Action:* The Board of Education has reviewed and hereby accepts Warrant Schedule 6

## 5.09 Insurance Archaeology

*Recommended Action:* RESOLVED, that the Board hereby authorizes the Superintendent of Schools to enter into an agreement with the Arcina Risk Group to perform Insurance Archeology Services pursuant to their proposal letter of February 7, 2020, at a cost not to exceed Ten Thousand Five Hundred and 00/100 Dollars (\$10,500.00); provided, however, that the Superintendent has determined that it has become necessary to proceed with Arcina's services.

## 5.10 Appoint attorney

*Recommended Action:* RESOLVED, that the Board hereby appoints the firm McGivney Kluger Clark & Intoccia, P.C. to represent the District in a lawsuit brought by Elizabeth Schelp, at the rate of \$225.00 per hour for partners; \$195 per hour for associates; and \$95.00 per hour for paralegals.

## 5.11 Overnight Trip for Ski Team

*Recommended Action:* The Board of Education hereby approves the overnight trip for the Onteora Ski team to go to the State Championships in Bristol, NY on Saturday, February 22 - Tuesday, February 25, 2020

## 5.12 Overnight Trip for Wrestling

*Recommended Action:* The Board of Education hereby approves the Varsity Wrestling Team to attend the State Championships in Albany on Friday, February 28 through Saturday, February 29, 2020.

**6. Independent Contract Retainers****6.01 ICR - Dias for BN (proposed 5:55)**

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Aaron Dias retained as the Yoga Teacher effective March 2020 through April 2020 at a rate of \$45.00 per 5 hours to a maximum of \$2,250.00 with no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement.

Motioned: Trustee Osmond

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Warren

Not Present: Trustee Salem, Trustee DeJesus, Trustee Ratcliff

**7. Superintendent District News****7.01 The Superintendent will report District News and report on the Climate Survey to be administered (proposed 6:00)**

- She and Trustee Kurnit met with Assemblymember Kevin Cahill today to talk about the status of the state budget
  - Assemblymember Cahill provided with a copy of a letter he sent to Carl Heastie, the speaker of the Assembly
    - Written as a representation of the school districts that are within his Assembly District
      - Advocating for the imposition of a carbon polluters tax that would then be used to provide education funding
      - Also advocating to modify the wealth formula that is used in school districts' state aid calculations in order to incorporate a factor related to the free and reduced lunch percentages in districts
- Assistant Superintendent for Curriculum & Instruction Dr. DeLucia is working with a team on finalizing the plans for the upcoming Superintendent's Conference Day
  - Focus on effective technology integration, active learning, and social emotional learning
- Working on the school calendar
  - Labor Day is on September 7<sup>th</sup> next year – very late
  - Staff may be back before Labor Day, but students will probably not

**Climate Survey:**

- Is part of Board goals this year
- Defined by the National School Climate Center as follows:
  - "School climate refers to the quality and character of school life. School climate is based on patterns of students', parents' and school personnel's experience of school life and reflects norms, goals, values, interpersonal relationships, teaching and learning practices, and organizational structures."
- Engagement, safety, and environment are measured in the US Department of Education climate survey

- Designed for students in grades 5 – 12, parents and guardians, building level staff, both instructional and non-instructional will take the anonymous survey
- Stagger the survey opening per building
  - Will be open for 9 or 10 days per building
- Results are immediate- taken on computer
  - Then Building Leaders will work with Building Level Team, who will report to the District Shared Decision Making Team

Discussion:

- Letters will be mailed home to parents/guardians- 1 per building
  - Will receive more than 1 survey if children are in more than 1 building
- Building Level Administrators will take survey – except for questions about staff
  - Staff in more than 1 building will take 1 per building
- Building Level Teams will identify needs for the building
- Built by US Dept. of Education
- Will be rolled out across the State
- To better the schools – participating because we want to be leader in that

Now Present

Trustee Ratcliff came back to the meeting at 6:05

**8. Board District News**

8.01 The Board will report District News (proposed 6:15)

Trustee Kurnit reported that he and Trustee Storey went to the Capital Conference

- An opportunity to see what is going on in State and visit Legislators
- Reminder- Regents are doing 30 roundtables around the State looking for input on graduation requirements
  - March 4<sup>th</sup> at New Paltz

Trustee Storey reported that at the Capital Conference found that deficit is half what Cuomo is reporting

**9. Student Representative Report**

9.01 The Student Representative, Leon Savage will report to the Board

Student Representative was not present to give report

**10. Acknowledge Public Be Heard Comments**

10.01 The Board will acknowledge the public be heard comments from the last meeting  
Marcey Brownstein

**11. Adjournment**

11.01 Adjourn Meeting to start the Public Forum on Later Secondary Start Times. Next meeting March 10th at the Woodstock School (proposed 6:30)

*Recommended Action:* The meeting is adjourned at 6:15

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Warren

Not Present: Trustee Salem, Trustee DeJesus

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Laurie Osmond, Rob Kurnit, Valerie Storey, Kevin Salem, Bennet Ratcliff, Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## SPECIAL MEETING

8:00 a.m.

## MINUTES

**MONDAY, MARCH 2, 2020**

Central Administration Conference Room

### 1. Opening Items

1.01 Call to Order 8:15 am

1.02 Tobacco Policy Statement – No smoking within 100 feet of any school building

1.03 Roll Call

Present: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff,

Not Present: Trustee Salem, Trustee DeJesus, Trustee Warren

### 2. Executive Session

2.01 Enter executive session

*Recommended Action:* Motion to enter into executive session to discuss matters leading to the appointment of a company

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff,

Not Present: Trustee Salem, Trustee DeJesus, Trustee Warren

Now Present

Trustee Warren arrived at 9:00

No Longer Present

Trustee Ratcliff left at 9:30

### 2.02 Exit Executive Session and Adjourn

*Recommended Action:* Motion to exit executive session and adjourn at 9:35

Motioned: Trustee Storey

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Warren ,

Not Present: Trustee Salem, Trustee DeJesus, Trustee Ratcliff

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Laurie Osmond, Rob Kurnit, Valerie Storey, Kevin Salem, Bennet Ratcliff,  
Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## REGULAR MEETING

6:00 p.m.

**TUESDAY, MARCH 10, 2020**

WOODSTOCK SCHOOL

## MINUTES

### 1. Opening Items

- 1.01 Call to Order 6:00
- 1.02 Tobacco Policy
- 1.03 Pledge of Allegiance
- 1.04 Roll Call

Present: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

### 2. Executive Session

- 2.01 Enter executive session (proposed 6:00 duration 45 min)

*Recommended Action:* Motion to enter into executive session to discuss the tenure of particular employees and the contract of the Superintendent

Motioned: Trustee DeJesus

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

- 2.02 Exit Executive Session and Return to Public Session (proposed 6:45 pm)  
7:00

*Recommended Action:* Motion to exit executive session and return to public session

Motioned: Trustee Salem

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

### 3. Acceptance of Minutes

- 3.01 Acceptance of Minutes

*Recommended Action:* The Board of Education hereby accepts the minutes of the February 20, 2020 and March 2, 2020 Board Meetings

Motioned: Trustee Salem

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

### 4. Welcome

- 4.01 Woodstock Principal, Scott Richards will welcome the Board (proposed 6:45 duration 10 min)

Share some of the things happening:

- Physical Education Teacher, Mr. Burkhardt – finish second visit- making maple syrup with the students

- 3<sup>rd</sup> session of Kidstock – brought in different options:
  - Fiber crafts, Pokemon club (play game), Ukulele, Music and Movement, Yoga (popular), Legos, Whiffle ball, Healthy snacks
  - Showed short clip of students playing ukulele
- Science fair – 3<sup>rd</sup> grade did engineering – gave problem, come up with solution by engineering something themselves
- Upcoming art show at WAAM – focus on architecture and houses – each grade level will design house sculptures then glaze and fire them
  - Based off of literature
- 100 day celebration- read across America week
- School leadership team –goal is to help social emotional learning movement – monthly events for entire school
  - Write positive thoughts on post-its, students can take a thought when they need it
    - Headed by Monitor, Kari Becker

## 5. Superintendent District News

### 5.01 The Superintendent will report District News (proposed 6:55)

- Actively monitoring the situation related to the corona virus closely
  - Participated in meetings both in person and conference calls with our UC Health Department in conjunction with our Medical Director
  - Have also participated in multiple conference calls with the Superintendents throughout the county as well as having discussions with our attorney
  - This is an evolving situation with more unknowns than knowns
  - The first public school district to be directed to close but there have been no details related to how they are functioning
- Our Director of Facilities is having his staff do extra cleaning and disinfecting in all of the buildings each night, paying extra attention to areas that are touched often and by many such as door handles, tables, desks, railings, etc.
- Our vehicles are also being cleaned and disinfected each day more than once
  - Thank our buildings and grounds staff as well as our transportation department staff and the contractor
  - Everyone has really put their energy into ensuring that we are doing all that we can
- One important thing to note is that we are not in control of the decision to close schools in response to a containment effort related to the coronavirus
  - If schools are closed, it will be at the direction of the Department of Health
    - We do not have any details on when they make that decision, and if they do, how long they determine that the schools need to be closed

Assistant Superintendent for Curriculum & Instruction, Dr. DeLucia will speak to the instructional planning that has been taking place related to this situation

- Met with Director of Technology – done a lot in last 1.5 years to put more technology in place
  - Try to find students that do not have technology and see what we could do for them, primarily at the secondary level
- Met with available K-6 teachers today



- K-12 every core teacher has a Google Site and Google Classroom
  - Populated with their students
  - Provide parents with all resources available to them
- Primary focus – helping students have access to high quality materials that would help them maintain their skills level and practice fluency in reading, writing, math
- By end of week – all K-3 students will get a packet they can use for skill reinforcement and books for them to read if we close
- Grades 4-6 teachers are learning about Google Classroom at Conference Day
  - Will also send home packets
- Grades- 7-12 – students to have resources to be successful on AP exams and Regents
  - By day's end Friday will have skill reinforcement material for every student
- Waiting for instruction from State Education

#### Discussion:

- Hope that institutions will give some leeway to current requirements
- Preparing Skills Maintaining Packets takes time
  - Teachers thought 2 hours to a half day is enough time to prepare
- Communicating to parents through a letter sent home with students, through Shoutpoint emails, web page, Facebook, App
  - Also through the press

#### Superintendent News Cont'd

- Attended a Kindergarten Transition Summit today
  - Included representatives from pre-K programs, kindergarten teachers from many districts, and representatives from public libraries, parents, BOCES new visions students in the early childhood education program (including two of our seniors) and representatives from the State Education Department
  - The day was devoted to analyzing the transition into kindergarten and creating as many partnerships as possible in order to support our incoming students and their families
- Girls Varsity basketball team played an exciting game at Mount St. Mary College last week
  - They unfortunately lost the game, but came in second in the section
  - Proud of them - played with skill and heart
- National Junior Honor Society induction was held last week
  - Long list of accomplishments at such a young age
- Tomorrow was supposed to be the first meeting of my afterschool Book Club, but teachers want to prepare for students
- Based on feedback from the forum last month, added communicating with Onteora families with the Shoutpoint email system

## 6. Board District News

6.01 The Board will report District News (proposed 7:00)

7:30

Trustee Kurnit reported:

- Last week, with Trustee Storey, Superintendent Victoria McLaren, Assistant Superintendent for Curriculum & Instruction Jodi DeLucia, attended the State workshop on graduation requirements with our Regent
- Thursday meeting of UC School Board Association – “Meeting the Needs of ENL Population”
  - Speaker is research specialist for UC Bilingual Network

Trustee Storey reported that NYSED still has public comment period on graduation requirements at nysed.gov

## 7. Student Representative Report

7.01 The Student Representative, Leon Savage will report to the Board

- Students supportive of each other during Coronavirus – stay home when sick
- Senate bill put forward for excused absences for mental health of a minor –
  - Support student staying home for mental health
  - School Boards have permission to add to attendance guidelines
    - Even just 1 day year of behavioral or mental health

Discussion:

- Particularly important – thank you

Talula Potter reported that HS student government identified improved sex education and distribution of condoms as a goal

- Principal gave information on the Condom Availability Program – condoms with nurses – get instructions and risks
  - Parents can opt-out – NYS program – successfully implemented in large school districts
  - Student Government did survey to see if students want CAP in school
    - 327 yes 31 no -91% support
    - Did it by paper – written responses during social studies classes

Discussion:

- Send Board data from survey

## 8. Acknowledge Public Be Heard Comments

8.01 The Board will acknowledge the public be heard comments from the last meeting  
No Public be heard at last meeting

## 9. Public and Student Comment

9.01 Public and Students may comment on any agenda or non-agenda item (proposed 7:10 duration 10 min or more)

Peter Jubie – Will cost couple of million dollars for 20 minutes later start time. Disrupt a lot of students – especially elementary students – stay later, get cranky. Drivers have 5 min of rest between end HS and begin Elementary run

Lysa Englasbe – The 20 minutes will make a difference to students. Sacrifice at elementary school level, but once they get into HS – will see difference.

## 10. Budget Presentation

10.01 2020-2021 Budget Update (proposed 7:20 duration 20 min)  
7:45

## 2020-2021 Initiatives:

- Capital Lease for Fitness Equipment
- Social Emotional Learning (SEL) - Morningside Initiative continued:
  - Expanded to include Grade 4, Grade 7, and Grade 10
  - Primary focus on Restorative Practices now that SEL curriculum training is complete
- Active Learning Spaces
  - 10 Potential New Active Learning Classrooms
- District Wide Technology
  - Completion of Chromebook Purchases K-6 with charging stations
  - Continue Technology Integration Specialists
- Reserves:
  - Between 23% & 28% this year into next year – General reserves are well funded
  - New Capital reserve – allow us to put money in at the end of the year
  - Have a good Moody's rating, healthy tax flow - do not have to borrow
- Superintendent, Assistant Superintendent for Business, and Facilities Committee recommend that the Board approve a proposition for the creation of a new Capital Reserve to be funded in the ultimate amount of \$10 million over 10 years
  - Such a proposition would be presented to the voters this May with the budget vote and election of Board Trustees

## Discussion:

- Transportation expense was done with start time change as it is now
  - Will not cost \$2 million, Transportation is down \$13,000 from last year
- Going out to bid for locker rooms in MS/HS and many bathrooms will be ADA compliant, ramp going into Gym, Bennett roof, drainage in field hockey/baseball field
- Debt service is Bennett project
  - \$694,000 – paying on Bennett and Energy Performance Contract (EPC)
- Budget going up \$535,000 (1%)
- Tax levy limit is a formula – District had growth – more properties to levy against have more to put in levy
  - Difference between levy by 2.5% and budget 1%
    - Budget is \$55 million, levy is only 1 component of revenue – is \$44 million
- Instruction – not as high increase because of retirees
  - New employees are lower salary with retirements
- What's behind the numbers in expenses?
  - Employee benefits are health, retirement, worker compensation unemployment – large part of increase is health insurance
- Retirement cost have flattened – pay percentage on salary because for retirements
- Will give Board a line by line budget by the end of March
  - Will also do by budget code grouping
- Transportation is down because the new contract had a lot in the first year
  - Transportation retirees in at the end of last year, put in this year's budget

- Fuel costs are going down
- Athletics' increase is the Fitness Center lease

## 11. Discussion & Possible Action

### 11.01 Donation for Scholarships (proposed 7:40)

*Recommended Action:* The Superintendent recommends acceptance of donations totaling \$5,950 CASH, from various donors as scholarship awards for the Class of 2020

The Superintendent recommends approval of the following donations:

Donation Amount and Donee's Name

\$500 Robin & Audrey Hunter

\$300 Woodstock Community Closet

\$250 Town of Olive Historical Society

\$425 Margaret Haug

\$150 Lake Hill Sportsmans Club

\$50 Justin Dernison

\$1,000 Kathleen Morton Strauss

\$300 Patricia Tosi

\$500.00 Spotted Dog Ventures LLC

\$300.00 Esther & Leah Ecklund

\$1,000.00 Cheryl Johnson

\$25.00 Dorothy Sonnenberg

\$50.00 Nancy Regan

\$850.00 Jessica Morra

\$250.00 Robert & Jacquelyn Early

- Thank you for supporting the senior class

Motioned: Trustee Storey

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

### 11.02 Donation for Rocket Club

*Recommended Action:* The Superintendent recommends acceptance of a donation totaling \$200.00 CASH, from Drs. Viglielmo DDS, P.C. to support the Onteora Rocket Club

Motioned: Trustee Storey

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

### 11.03 2019-2020 Calendar Revision

*Recommended Action:* The Board of Education hereby approves the change in the calendar to give the snow day give back days on May 22, 26, and 27 instead of April 14, May 22 and May 26

Motioned: Trustee Salem

Seconded: Trustee DeJesus

- Spring break is coming – use for flexibility – keep days as long as possible

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

### 11.04 Textbook Adoption-French and Spanish grades 9-12 (proposed 7:45 duration 10 min)

*Recommended Action:* The Board of Education hereby adopts the Daccord 2019 for the French classes and Espanol Santillana textbook series for the Spanish classes of the High School

Motioned: Trustee DeJesus

Seconded: Trustee Salem

- Had purchased a program with great online interactive component – then online component was no longer available
  - Got refund to use with this series
  - Will not use textbooks in the classroom – only on-line
    - Use for IEP requiring textbooks
  - Looking for programs that will help with social component – has pen pal program

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

#### 11.05 Approve Separation Agreement

*Recommended Action:* BE IT RESOLVED, that the Board of Education of the Onteora Central School District ("Board") does hereby approve the Separation and Release Agreement ("Agreement") with Employee #03102020, a copy of which is available at the District Clerk's office; and BE IT FURTHER RESOLVED, that the Board hereby authorizes the Superintendent of Schools to execute all documents to effectuate such Agreement.

Motioned: Trustee Kurnit

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

#### 11.06 Approve Memorandum of Agreement

*Recommended Action:* The Board of Education hereby approves MOA between the Onteora Central School District and the Onteora Non-Teaching Employees Association for employee #03102020 with jury duty

Motioned: Trustee Kurnit

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

#### 11.07 Discuss approving a Board Member for a Conference

*Recommended Action:* The Board of Education hereby approves Rob Kurnit to attend The 23rd Annual Special Education Conference on March 26, 2020 in Troy, NY at a cost of \$47 plus expenses.

Motioned: Trustee Ratcliff

Seconded: Trustee DeJesus

- State Special Education Taskforce Annual Statewide Conference

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

## 11.08 Discussion of Later Start Times Forum (proposed 8:10 duration 30 min)

8:15

- Last month had forum on Later Start Times
- Forum at second meeting in March is on the study done of Grade Configuration and Building Utilization
- Public Be Heard parliamentary procedure cannot speak back to public
- People think that the Board is behind emails
  - Were able to reiterate that the Board is the “what” and the administration is the “how”
- People felt they didn’t have information - need to reflect on how well things are communicated
- Convinced that the Board made a good decision – did it for everyone – all students will get to the secondary level
  - Sympathize that people have to make changes
  - Want to help people with the change as much as possible
- Attorney guidance about before and after care was that it is unadvisable
  - Considered a gift of taxpayer dollars
  - Not a licensed day-care provider, so can’t provide service
- Everyone who spoke agreed that it is in the health of MS & HS students to move start time
- Many MS/HS people worked hard on new schedule – but did not happen at the elementary level
  - Trustee Ratcliff feels like the Board did 75% of the work
    - Need to change the way the Board makes decisions - has to include everyone
    - Want to move start time, but want elementary parents to give their suggestions
    - May not change decision, but people want to be heard and involved
      - If Board can’t do it, why should administration?
- Board has the ability to recognize community need, Administration can report on student fatigue at the end of the day
  - Assistant Superintendent for Curriculum & Instruction Jodi DeLucia should work on that anyway
- After secondary schedule was passed by the Board, were going to elementary community since secondary schedule will drive elementary schedule
- District wide Shared Decision Making Team (SDM) was included in planning-met with Bennett SDM
  - MS & HS SDM were involved in schedule
- SDM at 2 elementary schools were not included – need to work with them through this process- This was an error that was not caught by the Board
- Board should look to SDMs for a more inclusive way to make decisions
- Waited until secondary schedule was approved by the Board, because there was no reason to move on until the Board supported the schedule
- Expectation of Board was that the administration would handle it after resolution was done
  - Look at this as a learning experience
- Elementary students are tired at end of the day, will get home later
  - Transportation was involved in decision

- Communication plan was to wait until there were specific numbers to speak to community
- California did a later start time – gave 3 years to change start time of schools
  - Big problem for Onteora is the time frame – parents need time to change
- Conversations could have been started years ago
- Elementary principals knew about the later start times, they decided to accept schedules presented, since nothing was said
- Public has not been at meetings to hear the discussions
- As moderator of the forum, was surprised at the disconnect between principals and the cohort that showed up and that they blamed the Board
  - PTAs knew and had all the details – investigate why people felt they had no information
- Unhappy people were there more because of the communication issue, not the time
  - People should know from where information will be coming
- Can never stop improving communication, working with the District
  - Board doesn't have a Facebook page or Shoutpoint
    - Work as a team with administrators to be better at this
      - Is there anyone question that hasn't been asked? Is there anyone being left out?
- Woodstock has before and after care with Healthy Kids – parents pay
  - No bussing to the school or from the school with before and after care
- Is this a done deal? Need to tell our parents what is going on
- Is there any solution that hasn't been considered? Any restructuring of the elementary day, etc.?
  - Cannot shorten elementary day due to number of hours required for instruction
- Questions out there that need to be answered

## 12. Break

12.01 The Board will take a break at 9:00

## 13. Independent Contract Retainers

13.01 Approve All ICRs (proposed 8:45)

*Recommended Action:* The Board of Education hereby approves item numbers

13.02-13.04

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

13.02 ICR - Helffrich - MS

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Matt Helffrich retained as the Program Advisor for the Ashokan Watershed Program effective March 2020 through May 2020 at a rate of \$0.00 with

no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement.

### 13.03 ICR - Center for Creative Education - PH

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Center for Creative Education retained as Artist in Residence for Dance Residency effective April 27, 2020 through May 1, 2020 at a rate of \$250.00 per session to a maximum of \$1,250.00 with no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement.

### 13.04 ICR - Marcellino - revised PPS

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Independent Contractor Retainer between the Onteora Central School District and Thomas Marcellino, PT retained the Physical Therapist effective March 10, 2020 through June 30, 2020 at a rate of \$185.00 per hour to a maximum of \$25,000.00 with no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement.\* Revised maximum due to additional services\*

## 14. Consent Agenda

### 14.01 Approve Consent Agenda (proposed 8:50)

*Recommended Action:* The Board hereby approves item numbers 14.02-14.12

Motioned: Trustee Storey

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

### 14.02 Personnel Agenda

#### **SALARY CHANGES: INSTRUCTIONAL**

The Superintendent of Schools hereby recommends the APPROVAL of the following SALARY CHANGE (INSTRUCTIONAL), as the result of **EDUCATIONAL INCREMENT**, effective February 1, 2020

Name	Position	School	Current			Added				
			Step	Credits	Salary	Credits	Add'l	Step	Credits	Salary
Kristina Countryman	Teacher	BN	14	12	\$91,029	6	\$852	14	18	\$91,881
Dominique Fields	ENL	PH	6	54	\$82,185	6	\$852	6	60	\$83,037
Roseann Horan	Speech	MS/HS	13	6	\$88,208	6	\$852	13	12	\$89,060
Rachel Lim	Teacher	WD	11	54	\$91,512	6	\$852	11	60	\$92,364
Tammy Sorbellini	Teacher	WD	21	54	\$115,323	6	\$852	21	60	\$116,175
Gale VanBaaren	Teacher	BN	22	30	\$116,208	6	\$852	22	36	\$117,060

#### **RESIGNATIONS: INSTRUCTIONAL**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Ciaccio, Pamela	Spec. Ed Teacher/Phoenicia	6/30/2020	Retirement
Groom, Christine	AIS Teacher/Woodstock	6/30/2020	Retirement
Haller, Lisa	Spec. Ed Teacher/Woodstock	6/26/2020	Retirement
Reep, Catherine	Deaf/Hearing Impaired Teacher/District Wide	6/30/2020	Retirement
Van Baaren, Gale	Spec. Ed Teacher/Bennett	6/30/2020	Retirement
Van Baren, Kathleen	Science Teacher/Middle	10/30/2020	Retirement
White, Ingrid	1 <sup>st</sup> Grade Teacher/Phoenicia	6/30/2020	Retirement
Wolfrom, Jane	2 <sup>nd</sup> Grade Teacher/Phoenicia	6/30/2020	Retirement



**SUBSTITUTE**

NAME	POSITION	AMOUNT
O'Connell, Aidan	Uncertified Teacher	\$85.00/day
O'Connell, Aidan	Uncertified Teaching Assistant	\$75.00/day
O'Connell, Aidan	School Monitor	\$75.00/day

**LEAVE OF ABSENCES: INSTRUCTIONAL**

EMPLOYEE NUMBER	EFFECTIVE DATE FROM - TO	REASON
3830	*approx. dates* 4/6/20-5/18/20	FMLA-Paid Leave
3830	*approx. dates* 5/19/20-6/29/20	FMLA-Unpaid Leave

**TEMPORARY APPOINTMENT: INSTRUCTIONAL**

NAME	POSITION/SCHOOL	EFFECTIVE DATE FROM - TO	REMARKS
McGee, Angela	Speech & Language Pathologist/Phoenicia Elem.	*approx. dates* 3/25/20-6/19/20	MA Step 1

**APPOINTMENT:****NON-INSTRUCTIONAL – PART-TIME**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	PAY RATE	REMARKS
Benjamin, Roger	School Bus Driver (Hourly)	3/11/2020	Step 11	Replace A. Weber (to accept FT position)

**APPOINTMENT: INSTRUCTIONAL**

NAME	TENURE AREA	PROBATIONARY SALARY STEP	REMARKS
Mickler, Carrie	Teaching Assistant Woodstock	3/19/2020- 3/18/2024 Step 2	Replace E. DeSantis

**EXTRA DUTY STIPENDS**

NAME	POSITION	AMOUNT
McCarthy, Victoria	Musical-Director	\$4,036.00

**EXTRA DUTY STIPENDS- RESCINDED**

Kasprzyk, Christopher	Softball-Varsity-Head Coach	\$4,219.00	Rescind due to number & skill level of the athletes signed up for Softball
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**RESIGNATIONS: NON-INSTRUCTIONAL**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Billadeau, Brenda	Monitor (Bus Attendant)/Transportation	6/30/2020	Retirement

The following named NON-INSTRUCTIONAL personnel have served a probationary status and are recommended to a PERMANENT STATUS consistent with the applicable laws and regulations of the State of New York:

NAME	POSITION	PROBATIONARY DATE	PERMANENT DATE
Harjes, Kyle	Director of Facilities	9/11/2019	3/10/2020

#### 14.03 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations

*Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #3/20, Confidential, as reviewed by Trustee Osmond

#### 14.04 Appoint Monteiro & Fishman LLP

*Recommended Action:* RESOLVED, that the Board hereby appoints the firm Monteiro & Fishman LLP to represent the District in certain insurance coverage matters, at the

rate of \$265.00 per hour for partners; \$225.00 per hour for associates; and \$125.00 per hour for paralegals.

14.05 Approve Health and Welfare Services Contract from Kingston

*Recommended Action:* BE IT RESOLVED, that the Board of Education of the Kingston City School District establishes the rate of \$1,033 per pupil for the school year 2019-2020 for Health Services provided for non-resident pupils attending nonpublic schools in the Kingston City Central School District.  
BE IT FURTHER RESOLVED, that the Superintendent and Clerk of the Board of Education be authorized to sign contracts for health services for the 2019-2020 school year.

14.06 Approve Revised Health and Welfare Services Contract from Saugerties

*Recommended Action:* BE IT RESOLVED, that the Board of Education of the Saugerties Central School District establishes the rate of \$778.05 per pupil for the school year 2019-2020 for Health Services provided for non-resident pupils attending nonpublic schools in the Saugerties Central School District.  
BE IT FURTHER RESOLVED, that the Superintendent and the President of the Board of Education be authorized to sign contracts for health services for the 2019-2020 school year.

14.07 Approve Health and Welfare Services Contract from Arlington

*Recommended Action:* BE IT RESOLVED, that the Board of Education of the Arlington Central School District establishes the rate of \$852.49 per pupil for the school year 2019-2020 for Health Services provided for non-resident pupils attending nonpublic schools in the Arlington Central School District.  
BE IT FURTHER RESOLVED, that the Superintendent and Clerk of the Board of Education be authorized to sign contracts for health services for the 2019-2020 school year.

14.08 Approve Overnight Trip

*Recommended Action:* The Board of Education hereby retroactively approves Abigail Nolan to attend the NYSPHSAA State Championships at Cold Spring Harbor High School on Saturday, February 29, 2020 and related expenses.

14.09 Budget Transfer to realign due to ESSA requirements

*Recommended Action:* The Superintendent recommends the transfer of \$1,214,939.28 in payroll funds to re-align negative salary codes due to ESSA requirements.

Amount	FROM Budget Code	TO – Budget Code
\$69,168.53	A2110.120-00-PH	A2110.121-00-BN
\$37,832.90	A2110.120-00-PH	A2110.121-00-PH
\$84,763.70	A2110.120-00-PH	A2110.121-00-WD
\$258,778.27	A2110.130-00-HS	A2110.130-00-MS
\$11,176.70	A2110.135-00-HS	A2110.135-00
\$15,267.00	A2110.135-00-HS	A2110.135-00-MS
\$1,465.95	A2110.162-00-BN	A2110.162-00-PH
\$2,873.18	A2110.162-00-BN	A2110.162-00-MS
\$15,901.15	A2110.162-00-BN	A2110.162-00-WD
\$32,577.76	A2110.140-00-MS	A2110.162-00-PH
\$58,026.13	A2250.150-00-HS	A2250.150-00-WD

Amount	FROM Budget Code	TO – Budget Code
\$10,210.50	A2250.150-00-HS	A2250.150-00-BN
\$90,007.26	A2250.150-00-HS	A2250.150-00-PH
\$100,217.76	A2250.151-00-BN	A2250.150-00-WD
\$70,941.36	A2250.150-00-MS	A2250.150-00-WD
\$107,680.91	A2250.151-00-WD	A2250.150-00-WD
\$22,411.95	A2250.151-00-HS	A2250.151-00-MS
\$11,757.31	A2250.151-00-WD	A2250.151-00-PH
\$20,287.60	A2250.151-00-BN	A2250.150-00-WD
\$65,871.18	A2810.150-00HS	A2810.150-00MS
\$32,594.80	A2815.162-00MS	A2815.162-00PH
\$22,914.00	A2815.162-00HS	A2815.162-00PH
\$8,692.20	A2810.150-00HS	A2815.162-00PH
\$21,423.00	A2810.150-00HS	A2825.150-00WD
\$23,350.65	A1620.161-00	A1620.160-00
\$18,747.53	A1620.164-00	A1620.160-00

**14.10 Budget Transfer for Radio Replacement**

*Recommended Action:* The Superintendent recommends the transfer of \$120,000 in funds for district-wide radio replacement.

Amount	From Budget Code	To Budget Code
\$120,000	A5540.571-15	A1621.556-17

**14.11 Approve Construction Manager**

*Recommended Action:* WHEREAS, on or about January 15, 2020 the Onteora Central School District ("District") issued a request for proposal for construction management services in connection with a proposed District-wide capital project that was approved at the May 2019 Annual Meeting and Election ("CM RFP"); and

WHEREAS, in response to the CM RFP, proposals were received by the District and opened on or about February 10, 2020; and

WHEREAS, upon review of such proposals, the Superintendent of Schools has recommended BBL Construction Services, LLC ("BBL") as the District's Construction Manager;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Onteora Central School District approves BBL as the District's Construction Manager, authorizes a contract to be entered into between the District and BBL upon terms and conditions as recommended by the District's attorneys and authorizes the President to sign such contract, a fully-signed copy of which will be placed on file by the District Clerk.

**14.12 Approve Financial Report**

*Recommended Action:* The Board of Education has reviewed and hereby accepts the Financial Management Report for January 2020

**15. Committee Reports****15.01 Facilities Committee - Trustee Storey to report**

- Discussion about Capital Reserve
- Building Condition Survey starts in 2021
- Went over Requests for Proposals for construction manager

**15.02 Ad Hoc Committee on Communications - Trustee Salem to report**

- Have not met – will meet before next meeting

No Longer Present:

Trustee DeJesus left the room at 9:10

- 15.03 Ad Hoc Committee on best practices with declining enrollment and lower budgets
- Have not met, not set a time to meet – will meet before forum

**16. New Business**

- 16.01 The Board will discuss New Business
- Start Board tours of classes in session

**17. Old Business**

- 17.01 The Board will discuss Old Business
- No old business was discussed

**18. Request For Information**

- 18.01 Discuss Requests for Information

Trustee Ratcliff asked transportation costs to leave elementary start times and move MSHS to 8:00

Motion to go into Executive Session to discuss the Contract of Superintendent

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren

Not Present: Trustee DeJesus

**19. Adjournment**

- 19.01 Adjourn Meeting. Next meeting March 31st at the MS/HS & Forum on Building Utilization and Grade Configuration Study (proposed 9:00)

*Recommended Action:* The meeting is adjourned at 9:30

Motioned: Trustee Storey

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren

Not Present: Trustee DeJesus

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Laurie Osmond, Rob Kurnit, Valerie Storey, Kevin Salem, Bennet Ratcliff, Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## SPECIAL MEETING

9:00 a.m.

**WEDNESDAY, MARCH 18, 2020**  
**TELECONFERENCED**

Minutes

### **1. Opening Items**

1.01 Call to Order 9:00

1.02 Tobacco Policy Statement

1.03 Pledge of Allegiance

1.04 Roll Call:

Present: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff

Not Present: Trustee Warren, Trustee DeJesus

### **2. Action Items**

2.01 Revise 2019-2020 School Calendar

*Recommended Action:* The Board of Education hereby approves the revised 2019-2020 School Calendar as recommended by Superintendent

- Superintendent Victoria McLaren things are changing every minute. Ask Board to change calendar to use spring break and leftover snow days now

Motioned: Trustee Storey

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff

Not Present: Trustee Warren, Trustee DeJesus

2.02 Memorandum of Agreement with ONTEA

*Recommended Action:* The Board of Education hereby approves the MOA between the Onteora Central School District and the Onteora Non-Teaching Employees Association regarding the Holiday Good Friday.

- Because spring break is moved, ONTEA has Good Friday off by contract, need to change their contract, only other unit that has Good Friday in their contract is OAA and that is unless it is needed for the 180 day requirement

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff

Not Present: Trustee Warren, Trustee DeJesus

2.03 Update by Superintendent Victoria McLaren

- Request by ONTEA to provide salary to part-time staff
  - People are coming in to prepare meals and transportation to deliver meals

- Can apply for unemployment, but now working, so unemployment will not cover them, don't want to harm them
- Food service staff, transportation staff – monitors at each stop drop food at house
- Building level staff also part-time, don't want to separate them
- Pros and Cons – Con: it's not financial viable for them, they can't support us- will have more trouble delivering food
- Working with attorney– have not had a chance to finalize appropriate MOA
- Approximate cost - \$11,000 every other week, normally spending \$20,000 on substitute pay, which we don't need now
- Do not have all aid for 2019-2020, assuming the budget will not be changed for current year
  - We are better than others because we get 80% of revenue from taxes, so we won't be as affected as other school districts
  - If Governor guarantees aid, we can guarantee all employee salaries
- Request from transportation contractor asked to still be paid – contract not structured that way
  - May want to think about that – not decide this week
  - Rationale – if the contractor's drivers do not have income they will lose bus drivers
- State Ed and Governor office released guidance that each district must provide a plan on how we will be feeding and instructionally caring for students
  - They want us to partner with local child care facilities to provide child care for medical personnel and first responders
    - Will reach out to Healthy Kids After-School Program
  - Doing ok with meals and curriculum now, but as it continues, will be missing planned instruction
    - Putting together hundreds of meals for our students and at 11:00 will start delivery
    - Will be more by Monday, as people continue to sign up
- Contacted by staff, students and community to offer to help, it is appreciated, but the point is not to gather
- Some of the staff is trying to enter the buildings, they need to contact the principal
  - Will reiterate to staff
- At the secondary level students want to continue to work
  - Both principals have set up schedules for students to come in and get things from their lockers – not staying, not congregating
- Work sent home is to maintain skills, not to move forward
- If closed after April 1<sup>st</sup>
  - Will need much more communication with staff and students
  - Need to contact families without internet
- Find a good, clear and consistent way to communicate to students to isolate and distance from peers
  - Maybe add student cell phone numbers to Shoutpoint
    - Secondary students have emails
    - Students are interacting in Google Classroom
    - Maybe Student Government should create a Facebook Group or

Instagram chat to disseminate information to students

- Keep reinforcing best practices with “new normal”
- Maybe Useful for administration to teleconference with student government
  - They are working with their advisor and principal

Rob Kurnit left at 9:20

Arrived back at 9:25

#### 2.04 Adjourn Meeting

*Recommended Action:* The meeting is adjourned at 9:40

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff

Not Present: Trustee Warren, Trustee DeJesus

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Kevin Salem, Laurie Osmond, Valerie Storey, Bennet Ratcliff, Rob Kurnit, Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## WORKSHOP MEETING

6:00 p.m.

**MARCH 31, 2020**

TELECONFERENCING

Draft Minutes

### 1. Opening Items

1.01 Call to Order 6:00

1.02 Tobacco Policy

1.03 Roll Call

Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff

Not Present: Trustee Warren, Trustee DeJesus

- Attempting to only deal with important business at this meeting
- Pass the Board's gratitude on everyone in food service and transportation for feeding the students
- To speak during public be heard, use the chat

### 2. Acceptance of Minutes

2.01 Acceptance of Minutes

*Recommended Action:* The Board of Education hereby accepts the minutes of the March 10 and March 18, 2020 Board Meetings

Motioned: Trustee Salem

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff

Not Present: Trustee Warren, Trustee DeJesus

Do voice roll call vote for rest of meeting to account for everyone

### 3. Superintendent District News

3.01 The Superintendent will report District News

- Governor said State aid will be far below than expected
- Intended to do Superintendent recommended budget
  - Too many unknowns
  - Governor said there will be quarterly adjustments throughout the year next year
    - Can lose aid as we go through the year
- Closed until April 15<sup>th</sup> – don't anticipate open at that time
- Talking with Administrative Cabinet about spending less this year to carry over to next year
- Districts are considering going in excess of 4% fund balance next year
- Food service and transportation has been delivering meals to over 300 children
- Thank you to Food Service Director Christine Downs, Transportation Director Nicole Sommer, Dispatcher Ray Clinton who are working so hard
  - Families are so grateful, they are leaving notes for the drivers



- Potential huge gap with families with food– Project Resilience is helping
  - Gave flyers about it with the food deliveries – provide dinners for entire family

Assistant Superintendent for Curriculum & Instruction Jodi DeLucia

- K-6 Grade level meetings last week, MS meeting with Cabinet, HS meeting with liaisons
  - Working across grade levels – every teacher does a read aloud
- All teachers available with office hours
- Showed Kindergarten classroom online – trying to make it accessible and fun
- Teacher and related service providers are helping students get access to the internet
  - Sending work to students without internet
  - Provide work and answer sheets to parents to be able to check students' work
- Created schedule for teachers to go online for households with more than 1 grade level– by grade level, by department in secondary
- Special Educators and Related service providers are in the classrooms with teachers
  - Are working on their own classroom set up online
- Taking the right approach to teaching, learning and evaluating
- Finding a role for Teaching Assistants and 1 to 1 monitors
  - They will be receiving devices to be able to reach out to students

Discussion:

- 50 students do not have internet access in District
- Annual Reviews – do online? Any testing done?
  - Special Ed is a problem - how to deliver services
  - Rescheduling the annual reviews that were scheduled during the first 2 weeks we were closed
  - Annual Reviews will continue April 13<sup>th</sup> using online technology
  - PPS Directors in county are meeting

6:15

Trustee DeJesus now present

#### **4. Board District News**

##### **4.01 The Board will report District News**

Trustee Osmond reported that she got a call today from Patrick Longo from NYSSBA who is reaching out to Board officials across state

- Can contact him with questions and concerns
- He has spoken with about 300 Board trustees and most functioning under assumption that school will not resume this year

Trustee Storey participated in NYSSBA webinar – a lot of information from Acting Commissioner

Trustee Kurnit reported that in some districts over 40% of homes are without internet

#### **5. Student Representative Report**

**5.01 The Student Representative, Leon Savage will report to the Board**

- Online learning has been positive
  - Students have minor concerns about online learning
    - Everyone seems to be into it
- AP college board switched from a 4 hour test to a single test
- Food distribution systems are excellent
- Some concerns about students without internet and time for lab activities required for Regents
- Scheduling office hours is very good – students were talking about how they miss a scheduled life style – hard to do work without a schedule

**6. Acknowledge Public Be Heard Comments**

6.01 The Board will acknowledge the public be heard comments from the last public be heard

Peter Jubie, Lysa Engalsbe

**7. Public and Student Comment**

7.01 Public and Students may comment on any agenda or non-agenda item  
No comment was made

**8. Budget Presentation****8.01 2020-2021 Budget & Capital Project Update**

Assistant Superintendent for Business, Monica LaClair will present the Budget Update & Capital Project Update

Capital Project Update:

Phase 1 –Summer 2020 – one side of the building

- HS Boys Locker Room
- HS Girls Locker Room and Fitness Center expansion
- Ramp outside the Gym doors, Bathrooms in the Gym lobby
- 4 new interior doors between Gym lobby and HS Gym
- Staff Bathrooms in Main Hallway
- Site work/drain work at the Field Hockey/Baseball Field
- Bennett Roof (dependent on SED approval)

Phase 2 –Summer 2021

- Modified Boys Locker Room
- Modified Girls Locker Room
- Remainder of the MS/HS Bathrooms
- Bid openings virtually - award beginning of May
- This summer work 1 side of building

Budget Update

- Predicated on old information – no new information
- Expense projections based on revenue projections – unsure for 2020-2021
  - Will have to adjust expenses
- Instruction: increase of \$233,000
- Athletics: increase \$71,000
- Operations & Maintenance: decrease of \$101,000
- Transportation: decrease of \$13,000
- General Support: decrease of \$65,000

- Employee Benefits: increase of \$587,000
- Debt Service: decrease of \$175,000
- Proposition #1 - \$57,938,542 Expenditure Budget
- Proposition #2 - Allow the District to establish a 2020 Capital Reserve Fund in the ultimate amount of \$10 million over a period not to exceed 10 years
- In a contingent budget, the 2020-2021 tax levy would remain at the same level as the 19-20 school year – will need to cut additional \$1.1 million
- In Board Docs is line by line proposed budget
- Vote and election – not sure will be able to use machines in June – may have to be paper ballot vote
  - May not have trustee elections to avoid petitions getting signed
    - Stay in seat until the next election

#### Discussion:

- SED said they cannot do construction unless it is for health and safety
  - July 1 Governor will want people back to work
- SED confident that there will be no issue getting bids and with the supply line
- Are we obliged to do construction if approved? Can use for budget if necessary
  - Is potentially a safety issue because of ADA bathrooms
  - When we go back to school have to look at spending with a careful eye

## 9. Discussion & Possible Action

### 9.01 Approve Resolution for Capital Reserve for Public Vote

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Ontario Central School District submit the following proposition to be included on the ballot for the creation of a capital reserve fund at the Annual Meeting and Election, to be held on June 1, 2020 RESOLVED, that the Board of Education of the Ontario Central School District is hereby authorized to establish a Building Capital Reserve Fund pursuant to Section 3651 of the Education Law (to be known as the “2020 Building Capital Reserve Fund”) with the purpose of such fund being to finance reconstruction, renovation and equipping of the middle/high school, elementary school, transportation building and district office buildings and facilities, including the school track and fields, pavements and grounds, fire suppression, phone and security systems, heating, plumbing, electrical and ventilation systems, structural repair to doors, windows, floors and roofs, various improvements for energy efficiency and costs incidental thereto. The ultimate amount of such fund is to be \$10,000,000.00, plus earnings thereon. The probable term of such fund is to be ten (10) years, but such fund shall continue in existence until liquidated in accordance with the Education Law or until the funds are exhausted. The sources from which the funds shall be obtained for such Reserve are (i) amounts from budgetary appropriations from time to time, and (ii) unappropriated fund balance made available by the Board of Education from time to time, and (iii) New York State Aid received and made available by the Board of Education from time to time, all as permitted by law.

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Roll call vote: Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

### 9.02 Approve Donation for Belleayre Bash

*Recommended Action:* The Superintendent recommends acceptance of a donation

totaling \$1,000.00 CASH, from the Health & Wellness Meet, Greet, & Eat Fundraiser to use specifically for the 2020 Onteora Senior Class Belleayre Bash.

\$500.00 from Catskill Hudson Bank; \$250.00 from Ingalsbe Law PLLC; \$250.00 Community Bank, NA

Motioned: Trustee Kurnit

Seconded: Trustee DeJesus

- Thank everyone for generous donations

Result: Unanimous

Roll call vote: Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

#### 9.03 Approve Donation for Scholarships

*Recommended Action:* The Superintendent recommends acceptance of donations totaling \$8,200.00 CASH, from various donors as scholarship awards for the Class of 2020.

\$100.00 from Deborah Cease; \$500.00 from Community Bank, NA; \$1,000.00 from Tischler & Patch Dental; \$500.00 from Matthew & Sandra Ostoyich; \$100.00 Aubree Ferraro; \$3,500.00 John Iannotti; \$2,000.00 Butler Realty Group / Marlene Butler; \$500.00 Rose & Kiernan

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Roll call vote: Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

#### 9.04 Approve Superintendent Contract

*Recommended Action:* RESOLVED, that the Board of Education of the Onteora Central School District approves a contract for Victoria McLaren, as Superintendent of Schools, for a five year term commencing July 1, 2020 in accordance with the terms and conditions of a contract negotiated between the parties, a fully-executed copy of which will be filed with the District Clerk; and further authorizes the President to sign the contract.

Motioned: Trustee Ratcliff

Seconded: Trustee Osmond

Result: Unanimous

Roll call vote: Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

### 10. Consent Agenda

#### 10.01 Approve Consent Agenda

*Recommended Action:* The Board hereby approves item numbers 10.02 to 10.04

Motioned: Trustee Ratcliff

Seconded: Trustee Kurnit

Result: Unanimous

Roll call vote: Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

10.02 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations

*Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #3/20, Confidential, as reviewed by Trustee Osmond

10.03 Approve Warrants

*Recommended Action:* The Board of Education has reviewed and hereby accepts Warrant Schedule 7

10.04 Financial Report

*Recommended Action:* The Board of Education has reviewed and hereby accepts the Financial Report for February 2020

**11. New Business**

11.01 The Board will discuss New Business

- Acknowledge:
  - The food service staff
  - Transportation delivering food to students
  - Additional staff who have offered to deliver meals for Project Resilience
  - Marty's, Olive's and Phoenicia Diner, Table at Woodstock, Bread Alone

**12. Old Business**

12.01 The Board will discuss Old Business

No old business was discussed

**13. Request For Information**

13.01 Discuss Requests for Information

No requests for information were discussed

**14. Adjournment**

14.01 Adjourn Meeting. Next scheduled meeting is April 22, 2020. Location - TBD

*Recommended Action:* The meeting is adjourned at 7:10

Motioned: Trustee DeJesus

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff

Not Present: Trustee Warren, Trustee DeJesus

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Kevin Salem, Laurie Osmond, Valerie Storey, Bennet Ratcliff, Rob Kurnit, Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

SPECIAL MEETING

9:00 a.m.

MINUTES

**WEDNESDAY, APRIL 15, 2020**

TELECONFERENCING

## 1. Opening Items

1.01 Call to Order 9:00 am

1.02 Tobacco Policy Statement

1.03 Roll Call:

Present: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff

Not Present: Trustee DeJesus, Trustee Warren

## 2. Action Items

2.01 Memorandum of Agreement with ONTEA

*Recommended Action:* The Board of Education hereby approves the MOA between the Onteora Central School District and the Onteora Non-Teaching Employees Association regarding full and part time employees.

Motioned: Trustee Salem

Seconded: Trustee Kurnit

- Working with ONTEA - contract language speaking to emergency closures where employees get double time
  - Worked out with this closure – established a flat rate of pay
  - Being required to report to work puts them in danger – call it hazard pay for this time only – will define emergency closures for future situation
  - MOA says “not past practice” – means that if we want to include “hazard pay” it would be a new item – allows it to not be included automatically

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff

Not Present: Trustee DeJesus, Trustee Warren

### Superintendent's Update

- List of items working on for an update at the regularly scheduled meeting on Wednesday, April 22
- At a crossroads now for grading, summer school, etc. need to know how long it will be

### New Business

- UCSBA is looking for Boards to weigh in on keeping same officers for next year
  - Onteora board interested in keeping officers for next year

2.02 Adjourn Meeting

*Recommended Action:* The meeting is adjourned at 9:15

Motioned: Trustee Salem

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff

Not Present: Trustee DeJesus, Trustee Warren

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Laurie Osmond, Rob Kurnit, Valerie Storey, Kevin Salem,  
Bennet Ratcliff, Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## MINUTES

REGULAR MEETING  
6:00 p.m.  
**TUESDAY, APRIL 22, 2020**  
TELECONFERENCING

### 1. Opening Items

- 1.01 Call to Order 6:00
- 1.02 Tobacco Policy Statement
- 1.03 Roll Call

Present: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee DeJesus

Not Present: Trustee Warren, Trustee Ratcliff

### 2. Acceptance of Minutes

- 2.01 Acceptance of Minutes

*Recommended Action:* The Board of Education hereby accepts the minutes of the March 31, 2019 and April 15, 2020 Board Meetings

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee DeJesus

Not Present: Trustee Warren, Trustee Ratcliff

### 3. Superintendent District News

- 3.01 The Superintendent will report District News

- A lot of success in this new version of reality– thanks to everyone
- So much generosity - donation of books and materials from Golden Notebook for K-3 students
- SRO Deputy Sharon is part of our school community
  - Went back to Sheriff's office when we first closed, but as it continued he came back
    - Is such a positive adult
    - Has a great relationship with our students
- Thinking and talking about grading for 4<sup>th</sup> quarter
  - Assuming we will likely be closed beyond May 15<sup>th</sup>
  - Involves supporting students – some families are struggling to do the work, some students are working hard
  - Need to balance honoring students who are engaging and working hard with those students that are logistically unable to participate for a variety of reasons
- Over 160 families getting food delivery and still growing
- Reopening of schools is very complicated if we have to maintain social distancing, wear masks, and screen everyone
  - County Superintendent's meeting discussed creating a task force for reopening



- No indication on date for Budget vote and trustee election- still discussing at the State level
  - Might have those currently in a seat continue for another year
- Spirit week in elementary schools now
  - MS is next week, HS will also have one
- Working on graduation – faculty and administration understand the loss that the seniors are having
  - Feel graduation must happen in some way – to honor seniors for the recognition they deserve

Discussion:

- Assistant Superintendent for Curriculum & Instruction, Jodi DeLucia and the administration and staff have done a wonderful job
- Cannot create our own election and online voting – needs to be approved by State
  - No on-line voting system now, because of security

#### **4. Student Representative Report**

4.01 Student Representative, Leon Savage will report to the Board

- Student Government received a shipment of items to make 100 masks with filters – will be distributed through food distribution programs
- Issues involving grades - Students asked to bring up a pass/fail option
  - Turn elective classes to pass/fail
- Classroom system put together is great - students are learning well in this process and getting work done
  - Especially Honors or AP classes- learning what they need for the tests
  - Students have shown how resilient they are
- Student Government and National Honor Society put together a tutoring and general assistance for students who need help

Discussion:

- Had a meeting of the Association of Student Government since the shut down
  - MS got the idea of a spirit week from Bennett
  - Has had more meetings since closure
- Classes are categorized by subject and scheduled by day – once a week
- Commend Student Government – it is moving to have so many teenagers help Project Resilience
  - Emily Peck and Emily Salem wanted to get involved in the beginning of it – found other ways to help
  - Sophia Frank – asking people if she could arrange for light tutoring, online babysitting, arrangements for seniors to get groceries
  - Olive Library gave masks to be distributed with food deliveries
  - Also, recent graduates (alumni) have offered to volunteer

#### **5. Board District News**

5.01 The Board will report District News

Trustee Storey reported that the Rural Schools Conference usually in July is cancelled for this year

**6. Acknowledge Public Be Heard Comments**

- 6.01 The Board will acknowledge the public be heard comments from the last meeting  
No one spoke

**7. Public and Student Comment**

- 7.01 Public and Students may comment on any agenda or non-agenda item  
No comment was made

**8. 2020-2021 Budget Adoption****8.01 2020-2021 Budget Adoption Update**

- Touch base – no changes to budget that is in place
- Would have adopted the budget tonight but seems premature because we don't have a forecast for what it will look like next year
  - May lose 20% of State Aid
  - May ask the Board to exceed 4% Unappropriated Fund Balance
- Not sure if we will have to pay bus contractor for services not delivered– if not, have additional \$1.4 million
  - Looking at this year's budget to see what we can save
- Capital Reserve may be an inappropriate at this time – don't put money in a fund that cannot be accessed
- Encourage everyone to contact Federal Representatives to say that funding for school must be included

**Discussion**

- Don't know if the bus company is asking for funds that are available from the State

**9. Discussion & Possible Action****9.01 Ulster BOCES Budget Vote**

*Recommended Action:* The Onteora Central School District Board of Education hereby approves the 2020-2021 Ulster County Board of Cooperative Educational Services Administrative Budget in the amount of \$6,460,298

Motioned: Trustee Salem

Seconded: Trustee DeJesus

- Not sure what they will do about the empty Ellenville seat

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee DeJesus

Not Present: Trustee Warren, Trustee Ratcliff

**Now Present**

Trustee Ratcliff arrived at 6:40

**9.02 Ulster BOCES Election**

*Recommended Action:* The Onteora Board of Education hereby casts their ballot for the following 3 candidates running unopposed for the Ulster County Board of Cooperative Services:

Krista Barringer (Saugerties 3 year term); Christopher Farrell (At-Large seat 3 year

term); Donald Greene (At-Large seat 3 year term)

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

#### 9.03 Donation to School Lunch Fund

*Recommended Action:* The Superintendent recommends acceptance of a donation totaling \$100.00 CASH, from Christopher Zimmer to support the Oteora School Lunch Fund.

Motioned: Trustee Kurnit

Seconded: Trustee Salem

- Thank you for much needed donation

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

#### 9.04 First Reading of Policy 5681 Safety Plans

##### **2017-2020** 5681 Non-Instructional/Business Operations **SCHOOL SAFETY PLANS AND TEAMS**

Emergencies and violent incidents in schools are critical issues that must be addressed in an expeditious and effective manner. The Board of Education recognizes its responsibility to adopt and keep current a comprehensive district wide school safety plan and building-level emergency response plan(s) which address violence prevention, crisis intervention, emergency response and management.

Taken together, the district-wide and building level plans **shall** provide a comprehensive approach to addressing school safety and violence prevention, and provide the structure where all individuals can fully understand their roles and responsibilities for promoting the safety of the entire school community. The plans **shall will** be designed to prevent or minimize the effects of serious violent incidents and emergencies and to facilitate the district's coordination with local and county resources. The plans **shall will** also address risk reduction/prevention, response and **recovery** with respect to a variety of types of emergencies and violent incidents in district schools, **and will address school closures and continuity of operations in the context of epidemics/pandemics, in either the plans themselves or in addenda to the plans.**

In accordance with state law and regulation, the district **shall will** have the following safety teams and plans to deal with violence prevention, crisis intervention and emergency response and management:

##### **Comprehensive District-Wide School Safety Team and Plan**

**The Board shall annually approve the appointment of a district-wide school safety team that includes, but is not be limited to, a single representative or representatives**

**The Board will annually appoint a district-wide school safety team that includes, but is not be limited to, a representative** from the following constituencies: the Board, teachers, administrators, and parent organizations, school safety personnel **(including the SRO)** and other school personnel **(including bus drivers and monitors)**. This team **shall be is** responsible for the development and annual review of the comprehensive district-wide school safety plan. The plan **shall will** cover all district school buildings and **shall will** address violence prevention (taking into consideration a range of programs and approaches that are designed to create a positive school climate and culture), crisis intervention, emergency response and management including communication protocols, at the district level. It **shall will** include all those elements required by law and regulation.

**The Board of Education representative will be appointed by the Board President from those Board members that wish volunteer.**

**The district-wide safety plan will include contracts or memoranda of understanding that define the relationship between the district, personnel, students, visitors, law enforcement, and public or private security personnel. These contracts or memoranda will be consistent with the Code of Conduct, and will define the roles, responsibilities, and involvement in the schools of law**

enforcement or security personnel. The role of school discipline will be clearly delegated to school administration.]

The Board may also appoint a student representative to the district-wide school safety team. However, no confidential building-level emergency response plans ~~shall will~~ be shared with the student member, nor ~~shall will~~ the student member be present during discussion of any confidential building-level emergency response plans, or confidential portions of the district-wide emergency response strategy.

The Superintendent of Schools or ~~their~~ designee ~~shall will~~ be the district's chief emergency officer, and ~~shall will~~ coordinate communication between school staff and law enforcement and first responders. The chief emergency officer ~~shall will~~ ensure that all staff understand the district-wide school safety plan and receive training on the building-level emergency response plan, violence prevention and mental health, and ~~shall will~~ also ensure that district-wide and building-level plans are completed, reviewed annually, and updated as needed by the designated dates. The chief emergency officer ~~shall will~~ ensure that the district-wide plan is coordinated with the building-level plans, and ~~shall will~~ ensure that required evacuation and lock-down drills are conducted.

#### **Building-Level Emergency Response Plans and Teams**

Each Building Principal shall be is responsible for annually appointing a building-level emergency response team that includes representation from teachers, administrators, parent organizations, school safety personnel, other school personnel, (including bus drivers and monitors), law enforcement officials, fire officials and other emergency response agencies. The emergency response team ~~shall be is~~ responsible for the development and review of a building-level emergency response plan for each district building. The plan(s) ~~shall will~~ address response to emergency situations, such as those requiring evacuation, sheltering and lock-down at the building level and ~~shall will~~ include all components required by law and regulation. These confidential plans ~~shall will~~ include evacuation routes, shelter sites, medical needs, transportation and emergency notification of parents and guardians.

Building-level emergency response plans ~~shall will~~ include protocols in response to carbon monoxide alarms or detection. Alarm or detection of carbon monoxide will result in the appropriate actions as described by the emergency response plan.

Building-level emergency response plans ~~shall must~~ designate:

- an emergency response team for incidents that includes appropriate school personnel, law enforcement officials, fire officials, and representatives from local, regional and/or state emergency response agencies to assist the school community in responding to a ~~serious~~-violent incident or emergency; and
- ~~a~~ post-incident response team that includes appropriate school personnel, medical personnel, mental health counselors and other related personnel to assist the community in coping with the aftermath of a serious violent incident or emergency.

During emergencies, staff are authorized to temporarily cover classroom door vision panels when it is likely to protect staff and students. For example, covering vision panels may prevent an intruder from determining if a classroom is occupied, thereby discouraging attempts to gain access. During emergencies, staff are also authorized to temporarily block doors to slow the access of intruders. Building-level emergency response plans must address the temporary covering of door vision panels and the temporary blocking of doors during emergencies.

The Building Principal is responsible for conducting at least one test every school year of the emergency response procedures under this plan including procedures for sheltering and early dismissal.

To maintain security and in accordance with law, the building-level emergency response plan(s) are confidential and not subject to disclosure under the Freedom of Information Law or any other law.

#### Threat Assessment Teams

The Building Principal, in consultation with the Superintendent, ~~shall will~~ annually designate a threat assessment team to provide ongoing support and information in order to identify, and assess individuals who may be potential threats to safety, with the intent of minimizing acts of violence in the school community. The threat assessment team ~~shall will~~ be composed of, but not limited to, the following personnel from both within the school and the larger community, as appropriate: building administrators, legal counsel, the medical director and/or school nurse, school counselors, local mental health and social service providers, law enforcement, school resource officers, security personnel, and facilities and maintenance personnel. The team ~~shall will~~ meet regularly. The team ~~shall will~~ be mindful of the need for discretion and observance of confidentiality requirements.

Students, ~~staff and parents shall will~~ be encouraged to bring their concerns to any district employee. If a district employee becomes aware of a threat to the school community, they must inform the Building Principal ~~shall be informed and they, who~~ will convene the threat assessment team. The Building

Principal may request the participation of the following additional individuals who may have specific knowledge of the potential perpetrator: supervisors, teachers, students and parents. The Building Principal is responsible for keeping the Superintendent informed about the activities of the threat assessment team. ~~Threat assessment team members shall receive appropriate training. The Building Principal shall be responsible for conducting at least one test every school year of the emergency response procedures under this plan including procedures for sheltering and early dismissal. To maintain security and in accordance with law, the building-level emergency response plan(s) shall be confidential and shall not be subject to disclosure under the Freedom of Information Law or any other law. Threat assessment team members will receive appropriate training.~~

#### **Annual Review and Report Reporting**

All plans ~~shall~~will be annually reviewed and updated, if necessary, by the appropriate team by ~~August 15~~July 15. In conducting the review, the teams ~~shall~~will consider any changes in organization, local conditions and other factors including an evaluation of the results of the annual test of the emergency response procedures which may necessitate updating of plans. If the plan requires no changes, then it ~~shall~~will remain in effect. If the district-wide plan requires change, then the updated plan ~~shall~~will be submitted to the Board of Education in time to allow 30-days of public comment and to hold a public hearing which provides for the participation of school personnel, students and other interested parties prior to Board adoption. All plans must be adopted by the Board of Education by September 1. ~~The Superintendent of Schools shall be responsible for filing the district-level school safety plan and any amendments to the plan with the Commissioner within 30 days after their adoption. The district-wide plan will be posted on the district's website. Each Building Principal shall be responsible for filing the building-level emergency response plan for their building, and any amendments to the plan, with the appropriate local law enforcement agency and the state police within 30 days after their adoption, but no later than October 15 of each year.~~

The Superintendent of Schools is responsible for submitting the district-level school safety plan and any amendments to the plan to the Commissioner within 30 days after its adoption, no later than October 1 of each year. The district-wide plan will be posted on the district's website. Each Building Principal is responsible for submitting the building-level emergency response plan for the building, and any amendments to the plan, to the appropriate local law enforcement agency and the state police within 30 days after its adoption, but no later than October 15 of each year until the 2020-2021 school year, when it must be submitted by October 1 of each year.

Cross-ref: ~~3420 Anti- 0115, Bullying and Harassment in the School District~~Prevention and Intervention

#### **7380 Bullying**

**34105300**, Code of Conduct ~~on School Property~~

**6160 Professional Growth/9700**, Staff Development

Ref: Education Law §2801-a (school safety plans)

Executive Law §2B (state and local natural and manmade disaster preparedness)

8 NYCRR Part 155 (Educational Facilities)

*School Safety Plans Guidance*, New York State Education Department, June 2010

Motion to waive second reading of Policy 5681

Motioned: Trustee Storey

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee

Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

Motion to adopt Policy 5681

Motioned: Trustee Kurnit

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee

Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

## 10. Consent Agenda

### 10.01 Approve Consent Agenda

*Recommended Action:* The Board hereby approves item numbers 10.02-10.06

Motioned: Trustee Kurnit

Seconded: Trustee Storey

- Stale dated checks – legally is 6 months, we wait a year
- Use Taconic Resources less than before – mostly for 1 on 1 sign language translators

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren

### 10.02 Personnel Agenda

#### **RESIGNATIONS: NON-INSTRUCTIONAL**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Heinitz, Jacqueline	PT School Monitor/Bennett	6/24/2020	Retirement

### 10.03 Stale Dated Checks

*Recommended Action:* As of April 23, 2020, the following stale dated checks will be written off:

Check #36474 AP Exam Refund, Payee: Thomas Jordan Davis, Amount \$288.00

Check #36530 AP Exam Refund, Payee: River Burn, Inc., Amount \$48.00

Check #36527 AP Exam Refund, Payee: Laura Queen, Amount \$48.00

Check #36478 AP Exam Refund, Payee: Elpidia Lopez-De Los Santos, Amount \$96.00

Check #36939 Award, Payee: Sitthiphon Chansopha, Amount \$50.00

Check #37674 Cafeteria Account Reimbursement, Payee: Paul Thomas, Amount \$27.53

Check #37565 Cafeteria Account Reimbursement, Payee: Asmik Nerkorarian, Amount \$13.60

Check #36997 Award, Payee: Sean Sheikh, Amount \$100.00

Check #36955 Award, Payee: Riley Fitzgerald, Amount \$25.00

### 10.04 Budget Transfer

*Recommended Action:* The Superintendent recommends the transfer of \$50,000 in funds to cover buildings and grounds increased overtime salary.

From	To
Amount	Budget Code
\$50,000	A1620.426-16
	Budget Code
	A1620.161-00

### 10.05 Approve Contract - Taconic Resources

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the contract between Onteora Central School District and the Taconic Resource for Independence, effective July 1, 2020 through June 30, 2021,

for Interpreter Services and authorizes the Superintendent to sign such an agreement.

#### 10.06 Change Order

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve Change Order #01 decreasing the contract between Dant Clayton Corporation and the Onteora Central School District for the Press Box and Bleacher project in the amount of \$200.00 and authorizes the Superintendent to sign such a change order.

### 11. New Business

#### 11.01 The Board will discuss New Business

- Commend Superintendent Victoria McLaren, Assistant Superintendent for Curriculum & Instruction and faculty for their heartfelt reach-out to people
- Students who are having trouble may not be able to complete homework
  - Has become a hurdle – not all parents can help their students
  - Giving students anxiety – especially elementary school
    - Work on the Homework policy has been on hold
  - Change language – Call it remote learning, not on-line learning
  - First rule is do no harm
  - Can't do all work with a teacher present
    - Households couldn't have live learning 6 hours a day
      - Households have multiple students
        - Scheduled so all can meet with teacher live
        - Want them to do reading, writing and math every day to prevent loss of skills – prevent as many resources as we can
  - Teachers are trying to keep students engaged – does require independent work, no shaming for undone work
  - Elementary students and special needs and ELL students have a different set of circumstances
  - Some students will not do work if there is no accountability of handing in work
  - Students are having trouble with the new way of life - families feel pressure to complete assignments online that require the student to be online for a certain period of time
    - If work is not done, assignment shows big red “missing”
      - Working to improve
  - Survey parents, students, and teachers to see how the remote learning is going with a specific questionnaire
    - Get specific data points
  - Are we getting what we need from homework – can it be done with less?
  - Board hopes to address homework with task force of teachers and students to get information on its effectiveness
  - Student Representative suggested putting forth an expectation of students from year-to-year to show the work load of the classes

- Detailed syllabus – even just the 1<sup>st</sup> quarter so students can figure out what to take
- In next update, put that in most buildings seems that there are few students that have not been reached

## 12. Old Business

- 12.01 The Board will discuss Old Business  
No old business was discussed

## 13. Request For Information

- 13.01 Discuss Requests for Information  
No requests for information was made

## 14. Adjournment

- 14.01 Adjourn Meeting. Next scheduled meeting May 5, 2020  
*Recommended Action:* The meeting is adjourned at 7:30  
Motioned: Trustee Salem  
Seconded: Trustee Kurnit  
Result: Unanimous  
Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Storey, Trustee Ratcliff, Trustee DeJesus  
Not Present: Trustee Warren

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Laurie Osmond, Rob Kurnit, Valerie Storey, Kevin Salem, Bennet Ratcliff,  
Robert Burke Warren, Dafne DeJesus



# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## WORKSHOP MEETING

6:00 p.m.

**TUESDAY, MAY 5, 2020**

TELECONFERENCING

## MINUTES

### 1. Opening Items

1.01 Call to Order 6:00

1.02 Tobacco Policy Statement

1.03 Roll Call

Present: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Warren

Not Present: Trustee Ratcliff, Trustee DeJesus

### 2. Acceptance of Minutes

2.01 Acceptance of Minutes

*Recommended Action:* The Board of Education hereby accepts the minutes of the March 24, 2020 and April 22, 2020 Board Meetings

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Warren

Not Present: Trustee Ratcliff, Trustee DeJesus

### 3. Superintendent District News

3.01 The Superintendent will report District News

- This is Teacher Appreciation Week - a million and one reasons to express our gratitude to teachers
  - There have been dozens of posts on social media by parents sharing how incredibly powerful the role of the teacher is and how hard it is to try to replicate that at home even with the guidance of the classroom teachers
    - Teachers have gone above and beyond
    - Both individually and as a unit, Onteora Teachers Association has worked tirelessly and given of themselves to our students and our community
- School Spirit is up - Honor Society posted a tribute to our teachers
  - HS student government has secured face masks for distribution to our community to be delivered to families with our meal distribution
- The District is incredibly proud of the work that our HS Principal, Mr. Edelman has done in collaboration with his faculty and the senior class in order to create an event to honor the work of the seniors  
HS Principal Mr. Edelman on the graduation ceremony this year:
  - Will have a Modified ceremony then car procession that will go through major roads in District
    - Change to Thursday because of traffic on Fridays

- Prior to ceremony – each student will decorate a vehicle for the procession, - have car signs with students names in front and back
  - Students will get caps and gowns before
- 4:15 - Start to arrive in vehicles – by tennis courts on Route 28
  - 115-120 vehicles lined up on the west side of Route 28
- 5:00 – 5:30 Ceremony on WDST 100.1
  - Pre-recording ceremony, speeches, valedictorian, salutatorian, announce all the names of graduates, possibly music
  - Stay in vehicle to avoid assembly
- 5:30 - start caravan
  - All departments will have designated spots along caravan to decorate and show their support
  - 43 miles worth of roads to cover – mapped out with SRO – do in 1.5 hours
  - Hoping to get community participation - people will assemble using social distancing and make noise
- Board can participate by having a place on the road to cheer them on or ride on the bus set for students without a vehicle
- Thanks to Superintendent Victoria McLaren for helping to reach Town Supervisors
- Thank you to WDST – for the 30 minutes of air time and helping with the memory video sound

Superintendent Victoria McLaren cont'd

- Governor has set the date for our budget vote on June 9th
  - This is an incredible burden on all Districts and we will do everything to comply with the guidance
  - The governor is requiring a postcard be sent to all of our households to let them know that we will be sending a ballot to each qualified voter
  - The ballot that we send will include a self-addressed postage paid envelope for them to return their ballot in
    - The turnaround time is extremely short for this process and it is going to be incredibly challenging to get the ballots out in time and then for the voters to return them
  - We have added a discussion and possible action item to the agenda to adopt the budget and alter the budget calendar to comply with this new timeline

Now Present:

Trustee Ratcliff joined at 6:15

#### **4. Board District News**

4.01 The Board will report District News

- Discussion on Governor's Press Conference today about education today and when school resumes
  - Learn lessons from these last months when school reopens to improve learning

#### **5. Student Representative Report**

5.01 Student Representative, Leon Savage will report to the Board

Student Representative was not present to give a report

## 6. Acknowledge Public Be Heard Comments

- 6.01 The Board will acknowledge the public be heard comments from the last meeting  
No one spoke

## 7. Public and Student Comment

- 7.01 Public and Students may comment on any agenda or non-agenda item  
No comment was made

## 8. Discussion & Possible Action

### 8.01 Donations - Scholarships

*Recommended Action:* The Superintendent recommends acceptance of donations totaling \$3,625.00 CASH, from various donors as scholarship awards for the Class of 2020.

The Superintendent recommends approval of the following donations:

Donation Amount and Donee's Name

\$250.00 Wadler Bros

\$300.00 Deborah Heppner & Donald Allen

\$1,500.00 Quaranda Family

\$1,000.00 Imagine Onteora

\$200.00 Olive Senior Citizens

\$31.25 Chris Downs

\$50.00 Lynda Zito-Enright

Motioned: Trustee Storey

Seconded: Trustee Salem

- Thank everyone for supporting our seniors especially during this time

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee

Warren, Trustee Ratcliff

Not Present: Trustee DeJesus

### 8.02 Donation - Box Tops

*Recommended Action:* The Superintendent recommends acceptance of a donation totaling \$49.40 CASH, from Box Tops for Education to be used towards Middle School PBIS and approves increasing the 2019-2020 budget code A2110.431.02 (Supplemental) \$49.40

Motioned: Trustee Salem

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee

Warren, Trustee Ratcliff

Not Present: Trustee DeJesus

### 8.03 Discuss and Review Resolutions to send to NYSSBA

1. **Be it Resolved** that the New York State School Boards Association support the proposed New York Health Act and any legislation at the state or federal level that provides single payer health care for all New Yorkers.

Rationale

The cost of health insurance has more than doubled since 2000, resulting in disproportionate budget increases for districts that take seriously the obligation to insure the healthcare needs of their employees. Likewise, it has been demonstrated that students with poor health have a higher probability of school failure, grade retention, and dropout. As New York State Department of Education seeks resources to improve educational outcomes, the impediment caused by inadequate access to healthcare, especially for our poorest students and students with special health care needs, adds additional financial burden to the cost of public education.

2. **Be it Resolved**, that the New York State School Boards Association support legislation that requires every child in New York State, aged 0-21, be covered for free under the Child Health Plus program.

#### Rationale

Students with poor health have a higher probability of school failure, grade retention, and dropout. As New York State Department of Education seeks resources to improve educational outcomes, the impediment caused by inadequate access to healthcare, especially for our poorest students and students with special health care needs adds additional financial burden to the cost of public education.

3. **Be it Resolved**, that the New York State School Boards Association support legislation which requires the State of New York to hold school districts harmless for employee and retiree health care increases that exceed the Consumer Price Index.

#### Rationale

The cost of healthcare rose 5% in 2019, compared to a CPI of 1.44%, resulting in disproportionate budget increases for districts that take seriously the obligation to insure the health of their employees and retirees. Profit-motivated health insurance adds an undue burden on public institutions that exist for the common good.

\* \* \*

4. **Be it Resolved**, that the New York State School Boards Association support legislation that creates a process for tenure review and renewal occurring every five years throughout the career of all tenured public school employees. This process will include student, parent and colleague feedback, will not be driven by test scores, and is intended to be instructive, not punitive.

#### Rationale

Supporting teachers and administrators as lifelong learners who continue to refresh and reinvigorate themselves professionally can only lead to better student outcomes. Conducting tenure reviews at scheduled intervals will encourage growth and reward excellence.

- These were late last year, send in on time this year

Motioned: Trustee Kurnit

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Warren, Trustee Ratcliff

Not Present: Trustee DeJesus

#### 8.04 Approve School Calendar for 2020-2021

*Recommended Action:* The Board of Education hereby approves the School Calendar for the 2020-2021 School Year

Motioned: Trustee Kurnit

Seconded: Trustee Storey

- Not radically different from recent years- if we go over snow days we will still be within required days
- Start with BOCES calendar and build from there

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Warren, Trustee Ratcliff  
Not Present: Trustee DeJesus

#### 8.05 Adopt 2020-2021 Budget

*Recommended Action:* Superintendent recommends Board of Education approval of the following Proposition: Proposition # 1 – 2020-2021 Budget: BE IT RESOLVED, that the Onteora Central School District Board of Education be and is hereby authorized to expend the sums set forth under the various headings which are voted upon in gross and not in detail in the total amount of \$57,938,542 (which includes \$20,000 to support public library) for the year commencing July 1, 2020 and ending June 30, 2021, and the Board is authorized to levy and collect the necessary tax thereof on the taxable property of the District.

Motioned: Trustee Osmond

Seconded: Trustee Storey

- If aid is cut or if we have to go on contingency budget, have identified areas to items can look to reduce: transfer to capital, bus purchase, building repair, and have option of carryover more than 4% on unappropriated fund balance
  - If aid is cut, district will be fine, if aid is cut and on contingency, will have to have a discussion
- Recommending that the Board rescind putting Capital Reserve on ballot
  - Don't want to lock funds in a Capital Reserve and it simplifies the budget

Motion to postpone this resolution

First: Trustee Osmond

Second: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Warren, Trustee Ratcliff  
Not Present: Trustee DeJesus

#### 8.06 Approved Revised Budget Vote and Election Calendar

*Recommended Action:* The Board of Education hereby adopts the revised Budget Calendar for 2020-2021

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Warren, Trustee Ratcliff  
Not Present: Trustee DeJesus

#### 8.07 Rescind Capital Reserve Proposition

*Recommended Action:* The Board of Education hereby rescinds the resolution from March 31, 2020 to submit following proposition to be included on the ballot for the creation of a capital reserve fund. RESOLVED, that the Board of Education of the Onteora Central School District is hereby authorized to establish a Building Capital Reserve Fund pursuant to Section 3651 of the Education Law (to be known as the "2020 Building Capital Reserve Fund") with the purpose of such fund being to finance reconstruction, renovation and equipping of the middle/high school, elementary school, transportation building and district office buildings and facilities, including the school track and fields, pavements and

grounds, fire suppression, phone and security systems, heating, plumbing, electrical and ventilation systems, structural repair to doors, windows, floors and roofs, various improvements for energy efficiency and costs incidental thereto. The ultimate amount of such fund is to be \$10,000,000.00, plus earnings thereon. The probable term of such fund is to be ten (10) years, but such fund shall continue in existence until liquidated in accordance with the Education Law or until the funds are exhausted. The sources from which the funds shall be obtained for such Reserve are (i) amounts from budgetary appropriations from time to time, and (ii) unappropriated fund balance made available by the Board of Education from time to time, and (iii) New York State Aid received and made available by the Board of Education from time to time, all as permitted by law.

Motioned: Trustee Salem

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Warren, Trustee Ratcliff

Not Present: Trustee DeJesus

#### 8.08 Approve Revised Board Meeting Schedule

*Recommended Action:* The Board of Education hereby approves the revised 2019-2020 Board Meeting Schedule

Motioned: Trustee Salem

Seconded: Trustee Storey

- Move May 19<sup>th</sup> to May 26<sup>th</sup> for the budget hearing
- Discussed the logistics of mailing 11,500 absentee ballots

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Warren, Trustee Ratcliff

Not Present: Trustee DeJesus

### 9. Consent Agenda

#### 9.01 Approve Consent Agenda

*Recommended Action:* The Board hereby approves item numbers 9.02-9.06

Motioned: Trustee Salem

Seconded: Trustee Storey

- Mike DeLima – from BBL construction manager spoke about the accepting of bids that are on the agenda
  - Hope to start before end of June with CDC guidelines
- Need to schedule students to get into the classrooms to clear them out – left buildings thinking we were returning

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Warren

Not Present: Trustee DeJesus, Trustee Ratcliff

No Longer Present:

Trustee Ratcliff left at 7:15

#### 9.02 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations

*Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special

Education (CPSE) Recommendations, Schedule U, #5/20, Confidential, as reviewed by Trustee Ratcliff

#### 9.03 Personnel Agenda

*Recommended Action:* The Board of Education hereby appoints John Reimer as the district Data Protection Officer with no additional compensation

#### 9.04 Financial Statement

*Recommended Action:* The Board of Education has reviewed and hereby accepts the Financial Statement for the second quarter (ending March 31, 2020)

#### 9.05 Warrants

*Recommended Action:* The Board of Education has reviewed and hereby accepts Warrant Schedule 8

#### 9.06 Accept Bids

*Recommended Action:* The Board of Education hereby approves of the following resolutions awarding bids for the Capital Project

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the award of the bid for Site Work based on the bid documents of April 23, 2020 to the lowest responsible bidder, Casa Builders Inc. DBA Friedlander Construction, for the bid amount of \$293,000 and authorizes the Superintendent to sign the agreement.

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the award of the bid for General Construction based on the bid documents of April 23, 2020 to the lowest responsible bidder, Transitional Builders Inc., for the bid amount of \$2,371,735 and authorizes the Superintendent to sign the agreement.

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the award of the bid for HVAC based on the bid documents of April 23, 2020 to the lowest responsible bidder, CB Strain, a division of Dynamic Systems, for the bid amount of \$263,800 and authorizes the Superintendent to sign the agreement.

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the award of the bid for Electric Work based on the bid documents of April 23, 2020 to the lowest responsible bidder, Comalli Group, for the bid amount of \$236,505 and authorizes the Superintendent to sign the agreement.

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the award of the bid for Plumbing Work based on the bid documents of April 23, 2020 to the lowest responsible bidder, Tri-Valley Plumbing & Heating, for the bid amount of \$556,100 and authorizes the Superintendent to sign the agreement.

BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the award of the bid for Site Work based on the bid documents of May 1, 2020 to the lowest responsible bidder Barrett Inc., for the bid amount of \$934,857.01 and authorizes the Superintendent to sign the agreement.

### 10. New Business

#### 10.01 The Board will discuss New Business

- Suggest look at use of technology, curriculum and communication
  - Survey now - how parents, students and teachers coping in those 3 areas and what are the specific difficulties
- Need a technology liaison to go between the district and parents
  - To help parents set up technology in their household
  - Pre-configure Chromebooks for students with bookmarks- mostly elementary

- Give orientation on using technology to learn
- First Survey on experience with remote learning and specific difficulties
- In the past had a 7<sup>th</sup> grade class on orientation
- Write down feedback getting from teachers, principals and parents

From Administration:

- Been having conversations with teachers and principals about Board's desire for feedback
  - Overwhelming response is that principals and teachers are in constant contact with families that give day-by-day feedback and would be 1 more thing families have to deal with-can't ask them to do anything else
  - Change is done as feedback comes in
  - Can request help and have training from website
  - Purchased an App for Chromebooks to make it easier for students – in process of setting it up
  - Technology Integration Specialists have been very helpful with teachers
  - Talking to them about having evening trainings for parents
- Message to teachers is, "Do No Harm"
  - Students will not fail due to lack of technology
- Not using "pass/fail" language at elementary – using "meets expectation" or "no evidence of learning"
  - Still in conversation about grading at MS and HS

Now present:

Trustee Ratcliff arrived back at 7:25

## 11. Old Business

### 11.01 The Board will discuss Old Business

- Later Start Times - Superintendent update said that they are waiting until schools are closed for rest of year to make decision
  - Do not have time – address immediately
  - Postpone until 2021-2022
  - When back, need to maximize classroom time due to the closure
  - Put on Agenda for discussion when State gives more information

*Recommended Action:* Superintendent recommends Board of Education approval of the following Proposition: Proposition # 1 – 2020-2021 Budget: BE IT RESOLVED, that the Onteora Central School District Board of Education be and is hereby authorized to expend the sums set forth under the various headings which are voted upon in gross and not in detail in the total amount of \$57,938,542 (which includes \$20,000 to support public library) for the year commencing July 1, 2020 and ending June 30, 2021, and the Board is authorized to levy and collect the necessary tax thereof on the taxable property of the District.

Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Warren, Trustee Ratcliff



Not Present: Trustee DeJesus

**12. Request For Information**

12.01 Discuss Requests for Information

No requests were made

**13. Adjournment**

13.01 Adjourn Meeting. Next scheduled meeting May 19, 2020

*Recommended Action:* The meeting is adjourned at 8:00

Motioned: Trustee Storey

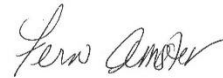
Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Warren, Trustee Ratcliff

Not Present: Trustee DeJesus

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Laurie Osmond, Rob Kurnit, Valerie Storey, Kevin Salem, Bennet Ratcliff,  
Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## REGULAR MEETING & BUDGET HEARING

MINUTES

6:00 p.m.

**TUESDAY, MAY 26, 2020**

TELECONFERENCING

### **1. Opening Items**

- 1.01 Call to Order 6:00
- 1.02 Tobacco Policy Statement
- 1.03 Roll Call

Present: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

### **2. Budget Hearing**

2.01 Assistant Superintendent for Business, Monica LaClair will present the Budget Hearing Presentation

- 2019-2020 Budget \$57,403,498
- Proposed 2020-2021 Budget \$57,938,452
  - Will support current programs – including active learning spaces and Social Emotional Learning
- 2019-2020 Levy \$43,640,790
- Proposed 2020-2021 Levy \$44,758,748
- 3 part budget:
  - Program 83.54%      Capital 9.07%      Administrative 7.39%
- Contingency Budget – tax levy limit will be what was raised in last year \$43,640,790, no equipment purchase, administrative cap, not allow transfer to capital, charge fees for outside organizations to use facilities
  - Budget vote is by mail – no way of knowing what potential could be- no guidance on second vote
- On the Ballot is the \$57,938,452 budget and 3 Board seats

#### Discussion:

- 1-1 devices being purchased will be more Chromebooks
- Capital Expenditure – Bennett air unit being purchased and installed, leftover money will be for other expenditures
  - May be additional costs to air handler – need to do that first
  - Re-paving will be done if money is leftover
    - This is the priority by the Director of Facilities
    - If not in presentation for public, would not be able to spend any leftover money – need to tell public for what the money will be used
    - Need to have what each paving item will cost
- Public question:
  - Why is the District not freezing all expenses at this point with the Pandemic unemployment?
    - For spring, have frozen everything that's not for operation or need for education
    - Fall, need to spend on the students coming back – they will need

- additional resources
    - Have obligations need to fill with union contracts, health insurance costs – just like everyone else have expenses that will increase
    - 80% of budget is people, need to continue to pay
    - Unknowns –State aid cuts may be coming
  - When will Dr. Baughman's report be to the public, what will the district do in terms of consolidation? Why spend on construction until you know what schools will be closing?
    - Decide when to discuss Dr. Baughman's report – he did present his report to the public
    - Unprecedented configurations right now – building usage in "triage" mode
  - Why use \$750,000 in this time?
    - Revenue will be \$3.2 million less than expenditures - \$750,000 is for transfer to capital – if on contingency budget will not use
    - Is in budget, but still may not use
- Update Frequently Asked Questions on website
- Recognize administration and staff for getting out and feeding the children
  - Will continue to feed families in summer as well

Hearing is closed

### 3. Acceptance of Minutes

#### 3.01 Acceptance of Minutes (proposed 7:00)

*Recommended Action:* The Board of Education hereby accepts the minutes of the May 5, 2020 Board Meeting

Motioned: Trustee Storey

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

### 4. Superintendent District News

#### 4.01 The Superintendent will report District News

- Thank you District Clerk and staff that stuffed 12,000 ballots in under 2 days
- Project Manager, DBL will be updating the board on a regular basis
- Superintendent Victoria McLaren and Assistant Superintendent for Business, Monica LaClair will meet with town Supervisors to discuss budget
  - Will also schedule time to meet with PTA leaders, as usual
- Received email from BOCES Superintendent – State has tapped BOCES to gather information from the public as to what going back to school in September is to look like – asks one question to get feedback, also rank other answers out there
  - What ideas and thoughts do you have when it comes to in-person schooling?

Discussion:

- Good idea, as it is time to think of things not thought of before

- Gym lockers have been packed up by staff, will allow students to get their belongings in June- very structured for safety

## 5. Board District News

### 5.01 The Board will report District News

Trustee Osmond reported:

- Superintendent Victoria McLaren and she will be collaborating on letter for the budget newsletter
- Also discussing talking to WDST about promoting budget vote and graduation

Trustee Storey reported she participated in cybersecurity webinar today- will forward link

Trustee DeJesus reported that she was happy to hear Executive Ryan thank the OTA for large donation to Project Resilience

## 6. Student Representative Report

### 6.01 Student Representative, Leon Savage will report to the Board

The student representative was not present to give report

## 7. Acknowledge Public Be Heard Comments

### 7.01 The Board will acknowledge the public be heard comments from the last meeting

No one spoke

## 8. Public and Student Comment

### 8.01 Public and Students may comment on any agenda or non-agenda item

No comment was made

## 9. Discussion & Possible Action

### 9.01 Donation from Golden Notebook

*Recommended Action:* The Board of Education hereby approves of a donation of 5 boxes of books and miscellaneous items worth \$1,800 from the Golden Notebook

Motioned: Trustee DeJesus

Seconded: Trustee Kurnit

- Thank you so much for this generous donation – especially in this time

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

### 9.02 Donation from National Guard

*Recommended Action:* The Board of Education hereby approves the donation of 200 cases of Chobani yogurt from the National Guard

- Thank you to Trustee DeJesus, parent Hikari Tezuka for bringing this to District attention and all district personnel and did pick up and delivery

Motioned: Trustee DeJesus

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee

Ratcliff, Trustee Warren, Trustee DeJesus

#### 9.03 Donation for Belleayre Bash

*Recommended Action:* The Superintendent recommends acceptance of a donation totaling \$250.00 CASH, from the Health & Wellness Meet, Greet, & Eat Fundraiser (from The Reis Group) to use specifically for the Onteora Senior Class Belleayre Bash.

Motioned: Trustee DeJesus

Seconded: Trustee Storey

- Thank you for this generous donation

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

#### 9.05 Donation for Scholarships

*Recommended Action:* The Superintendent recommends acceptance of donations totaling \$2,731.25 CASH, from various donors as scholarship awards for the Class of 2020.

The Superintendent recommends approval of the following donations:

\$50.00 Sharon McKnight	\$31.25 Dieter Schimmelpfennig
\$31.25 Scott Richards	\$31.25 Gabriel Buono
\$25.00 Christine Reynolds Hepburn	\$200.00 Douglas Krecko
\$250.00 Onteora ECA HS Yearbook	\$200.00 Lisa Casey
\$50.00 Joseph Williams	\$31.25 Victoria McLaren
\$31.25 Kyle Harjes	\$31.25 Monica LaClair
\$31.25 Jodi DeLucia	\$31.25 John Reimer
\$31.25 Cynthia Bishop	\$200.00 Amanda Vanburen
\$200.00 Ward & Jane Todd	\$25.00 Brian Cornish
\$1,000.00 Jeannine & Patrick Burkhardt	

Motioned: Trustee Salem

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

#### 9.06 Later Start Times Discussion

Resolution Approved October 8, 2019:

WHEREAS, it is the responsibility of the Onteora school board to consider the health and well being of our students; and

WHEREAS, our districts future well-being relies on a high-quality public education system that prepares all students for college, careers, democracy, and lifelong learning; and

WHEREAS, there is substantial documentation regarding the later school start times benefit to student health and wellness by many accredited organizations such as The American Academy of Pediatrics and others; and

WHEREAS, our Onteora school board commits to an engagement throughout the 2019-2020 school year with all the stakeholders in our community regarding school start times, in order to facilitate best practices, and possibilities including direct communication in the form of meetings, forums, etc.; and THEREFORE, let it be resolved that the Onteora School Board, in order to support student wellness resolves to move secondary start times to no earlier than 8am by September 2020.

Superintendent Victoria McLaren:

- No discussion has been had about schedules for September

- Administrators recognize the teenage sleep cycle and all the reasons the Board did this, but right now Superintendent asks the Board to remove this constraint for September
  - Not been able to plan for this change and don't know what school will look like in the fall

Motion to rescind resolution regarding later start times from Oct 9, 2019

Motioned: Trustee Kurnit

Seconded: Trustee Salem

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

WHEREAS, it is the responsibility of the Onteora school board to consider the health and well being of our students; and

WHEREAS, our districts future well-being relies on a high-quality public education system that prepares all students for college, careers, democracy, and lifelong learning; and

WHEREAS, there is substantial documentation regarding the later school start times benefit to student health and wellness by many accredited organizations such as The American Academy of Pediatrics and others; and

WHEREAS, our Onteora school board commits to an engagement throughout the ~~2019-2020~~2020-2021 school year with all the stakeholders in our community regarding school start times, in order to facilitate best practices, and possibilities including direct communication in the form of meetings, forums, etc.; and

THEREFORE, let it be resolved that the Onteora School Board, in order to support student wellness resolves to move secondary start times to no earlier than 8am by September ~~2020~~2021.

No Longer Present

Trustee Storey left the meeting at 6:55

Motioned: Trustee Salem

Seconded: Trustee Warren

Result: Passed

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

Not Present: Trustee Storey

#### 9.07 Property Tax Report Card

*Recommended Action:* The Board of Education hereby approves the Property Tax Report Card for the 2020-2021 school year

Motioned: Trustee Salem

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

Not Present: Trustee Storey

### 10. Consent Agenda

#### 10.01 Approve Consent Agenda

*Recommended Action:* The Board hereby approves item numbers 10.02-10.04

Motioned: Trustee Ratcliff

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

Not Present: Trustee Storey

#### 10.02 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations

*Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #5/20, Confidential, as reviewed by Trustee Ratcliff

#### 10.02 Personnel Agenda

*Recommended Action:* BE IT HEREBY RESOLVED, by the Board of Education of the Onteora Central School District that the JUUL Agreement between employee #05262020 and the District is hereby approved.

#### LEAVE OF ABSENCES: INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE FROM - TO *approx. dates*	REASON
3183	Psychologist	5/5/2020- 5/21/2020	FMLA-Paid Leave

#### RESIGNATIONS: NON-INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Bachor, Margaret	Substitute Nurse	4/30/2020	Personal
Cattabiani, Catherine	Teaching Assistant	6/30/2020	Retirement

#### 10.03 Approve Health & Welfare Contract

*Recommended Action:* BE IT RESOLVED, that the Board of Education of the Rhinebeck Central School District establishes the rate of \$1,070.69 per pupil for the school year 2019-2020 for Health and Welfare Services provided for non-resident pupils attending non-public schools in the Rhinebeck Central School District. BE IT FURTHER RESOLVED, that the Superintendent and the President of the Board of Education be authorized to sign contracts for Health and Welfare services for the 2019-2020 school year.

### 11. New Business

#### 11.01 The Board will discuss New Business

- Any additional training for delivery of remote curriculum would be a worthy investment

### 12. Old Business

#### 12.01 The Board will discuss Old Business

No new business was discussed

### 13. Request For Information

#### 13.01 Discuss Requests for Information

No requests were made

Now Present

Trustee Storey arrived back at the meeting at 7:05

#### 14. Executive Session & Adjournment

##### 14.01 Enter executive session

*Recommended Action:* Motion to enter into executive session to discuss the tenure of specific employees, the raise for Confidential Staff and the contract of an administrator

Motioned: Trustee Salem

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

##### 14.02 Exit Executive Session and Adjourn. Next meeting is June 2, 2020

*Recommended Action:* Motion to exit executive session and adjourn at 8:00

Motioned: Trustee Kurnit

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Ratcliff, Trustee Warren, Trustee DeJesus

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Laurie Osmond, Rob Kurnit, Valerie Storey, Kevin Salem, Bennet Ratcliff, Robert Burke Warren, Dafne DeJesus



# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## WORKSHOP MEETING

6:00 p.m.

**TUESDAY, JUNE 2, 2020**

TELECONFERENCING

## MINUTES

### 1. Opening Items

1.01 Call to Order 6:00

1.02 Tobacco Policy Statement

1.03 Roll Call: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Warren

Not Present: Trustee DeJesus, Trustee Ratcliff

### 2. Superintendent District News

2.01 The Superintendent will report District News

- Acknowledging all pain and outrage in the country
- Historic time – deep chasms to overcome – education is at the heart
- Groups planning on sending letters to Governor about Gates Foundation involvement in education plan- will draft a letter and share with the board
- Heard that there has been confusion due to the voting ballots of several neighboring districts not sent until this week and county has sent absentee applications for the primary
- 12 students earned the Seal of Bi-literacy after doing online presentations to the committee
- Our local Bookstore, Golden Notebook will have a banner produced of all our graduates' first names and publically celebrate graduates
- Received a number of questions about graduation:
  - Last week HS Principal Lance Edelman held a meeting with all seniors, showed presentation, now on the website
  - Class President offered to meet with any students unable to meet with principal
  - Virtual Events:
    - 6/4/20 – Community Mentor Presentations, 6/10/20 National Honor Society
  - Others:
    - Scholarships published 6/10/20 on District webpage
    - This week senior athletes being recognized on Instagram
    - Diplomas won't be handed out, but all student's names will be read on WDST
      - Can pick up diplomas and scholarship checks after
  - When seniors come in to get cap and gown –HS Principal Lance Edelman arranged for a small stage so students can have a photograph taken wearing cap and gown and walking down small steps

#### Discussion:

- State is trying to pass a bill to allow Budget Vote until June 16<sup>th</sup>
  - People can pick up ballots if one was not received

- Will put locked box outside Central for ballots

Trustee DeJesus arrived 6:10

Trustee Ratcliff arrived at 6:15

## 2.02 Update on Capital Project from BBL

- Working to get everything approved by Design Team
- Starting earlier, due to no school
- Flag longer- term items to start them earlier
- Have begun electrical disconnects in advance of asbestos abatement
- Have physical people on site
- Starting toward end of this week in the locker rooms
- Bennett roof material has begun to arrive
- Great communication with team

### Discussion:

- Students and staff still need to get into building – will coordinate with contractors
  - Designating and separating construction zones
  - All locker rooms emptied and items put in auditorium
- HS locker rooms being done now, MS next summer- equal out the amount of work being done in both summers

## 4. Student Representative Report

### 4.01 Student Representative, Leon Savage will report to the Board

- Student Government passed to provide masks for all senior class, trying to produce 125 masks for seniors to get with cap and gown
- Has also started to work with TenBroeck Nursing Home impacted by COVID 19 – set up pen pals with students using HS address

### Discussion:

- Senior class working with Principal Edelman on graduation – most seniors very excited
- Plan to use money for prom to have some sort of celebration another time in the year

## 3. Board District News

### 3.01 The Board will report District News

Trustee Storey reported that there are people on the voting list who don't live here anymore or have deceased

- UC Elections only knows what they are told – public needs to report moving, report deaths and the list could be better

Trustee Osmond reported that the Board will go over Board self-evaluation at the 6/16/20 meeting - get to District clerk by June 12th

## 5. Acknowledge Public Be Heard Comment

### 5.01 The Board will acknowledge the public be heard comments from the last meeting

No one spoke

## 6. Public and Student Comment

6.01 Public and Students may comment on any agenda or non-agenda item

Rick Wolff – Hope district starts moving ahead on next year's budget – a lot less money to go around. Close some of the square footage that we have. Huge issues in transportation next year.

## 7. Discussion & Possible Action

7.01 Donation for Scholarships

*Recommended Action:* The Superintendent recommends acceptance of donations totaling \$3,821.25 CASH, from various donors as scholarship awards for the Class of 2020.

The Superintendent recommends approval of the following donations:

\$150.00 Jean Douglas	\$100.00 Rebecca Joslin
\$500.00 Elena Garcia McWhinnie	\$200.00 Ralph & Carol Vanacore
\$50.00 Susan Derrickson	\$31.25 Nicole Sommer
\$1,100.00 Paul & Karen Wereszynski	\$700.00 William Beesmer
\$50.00 Lynda Zito-Enright	\$100.00 Valerie Stewart
\$300.00 Dr. Martin Krakower, MD	

- Thank everyone for their generosity, especially this year

Motioned: Trustee DeJesus

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Warren, Trustee DeJesus, Trustee Ratcliff

7.02 Approve Board of Registration for 2020 Vote & Election

*Recommended Action:* The Board of Education hereby approves the Board of Registration for the 2020-2021 Vote & Election

Motioned: Trustee Salem

Seconded: Trustee Storey

- They will be tallying the ballots - they are the Central Confidential Group
- Will be on Google Meets – will put up spreadsheet as counts are done

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Warren, Trustee DeJesus, Trustee Ratcliff

7.03 First Reading of Policy 5676 Privacy & Security

- Director of Technology John Reimer explained: Education law adopted 1/29/20 to create a policy on Education Law 2D to state what Education Law is and what we are doing with 3<sup>rd</sup> party vendors – written agreements signed by vendors as to how data will be secured – have repercussions if there is a breach

Discussion:

- School Board also needs the training because also see personally identified information
  - Required as an annual training, looking at companies who say doing it

quarterly is best

- Will cost under \$5,000
- Policy restricts information given to 3<sup>rd</sup> party vendors
  - All information is personally identifiable in some form, Infinite Campus Student Information System, Castle Learning Assessments, RAZ Kids (Reading A to Z)

(no OCSD) Policy 2020 5676 Non-Instructional/Business Operations **PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA**

The District is committed to maintaining the privacy and security of student data and teacher and principal data and will follow all applicable laws and regulations for the handling and storage of this data in the District and when disclosing or releasing it to others, including, but not limited to, third-party contractors. The District adopts this policy to implement the requirements of Education Law Section 2-d and its implementing regulations, as well as to align the District's data privacy and security practices with the National Institute for Standards and Technology Framework for Improving Critical Infrastructure Cybersecurity (Version 1.1).

**Definitions**

As provided in Education Law Section 2-d and/or its implementing regulations, the following terms, as used in this policy, will mean:

- a. "Breach" means the unauthorized acquisition, access, use, or disclosure of student data and/or teacher or principal data by or to a person not authorized to acquire, access, use, or receive the student data and/or teacher or principal data.
- b. "Building principal" means a building principal subject to annual performance evaluation review under the provisions of Education Law Section 3012-c.
- c. "Classroom teacher" means a teacher subject to annual performance evaluation review under the provisions of Education Law Section 3012-c.
- d. "Commercial or marketing purpose" means the sale of student data; or its use or disclosure for purposes of receiving remuneration, whether directly or indirectly; the use of student data for advertising purposes, or to develop, improve, or market products or services to students.
- e. "Contract or other written agreement" means a binding agreement between an educational agency and a third-party, which includes, but is not limited to, an agreement created in electronic form and signed with an electronic or digital signature or a click-wrap agreement that is used with software licenses, downloaded, and/or online applications and transactions for educational technologies and other technologies in which a user must agree to terms and conditions prior to using the product or service
- f. "Disclose" or "disclosure" means to permit access to, or the release, transfer, or other communication of personally identifiable information by any means, including oral, written, or electronic, whether intended or unintended.
- g. "Education records" means an education record as defined in the Family Educational Rights and Privacy Act and its implementing regulations, 20 USC Section 1232g and 34 CFR Part 99, respectively.
- h. "Educational agency" means a school district, board of cooperative educational services (BOCES), school, or the New York State Education Department (NYSED).
- a. "Eligible student" means a student who is eighteen years or older.
- j. "Encryption" means methods of rendering personally identifiable information unusable, unreadable, or indecipherable to unauthorized persons through the use of a technology or methodology specified or permitted by the Secretary of the United States Department of Health and Human Services in guidance issued under 42 USC Section 17932(h)(2).
- k. "FERPA" means the Family Educational Rights and Privacy Act and its implementing regulations, 20 USC Section 1232g and 34 CFR Part 99, respectively.
- xx. "NIST Cybersecurity Framework" means the U.S. Department of Commerce National Institute for Standards and Technology Framework for Improving Critical Infrastructure Cybersecurity (Version 1.1). A copy of the NIST Cybersecurity Framework is available at the Office of Counsel, State Education Department, State Education Building, Room 148, 89 Washington Avenue, Albany, New York 12234.
- IIIIIIII. "Parent" means a parent, legal guardian, or person in parental relation to a student.
- n. "Personally identifiable information (PII)," as applied to student data, means personally identifiable information as defined in 34 CFR Section 99.3 implementing the Family Educational Rights and Privacy Act, 20 USC Section 1232g, and, as applied to teacher or principal data, means personally identifying information as this term is defined in Education Law Section 3012-c(10).
- o. "Release" has the same meaning as disclosure or disclose.
- p. "Student" means any person attending or seeking to enroll in an educational agency.
- q. "Student data" means personally identifiable information from the student records of an educational agency.
- r. "Teacher or principal data" means personally identifiable information from the records of an educational agency relating to the annual professional performance reviews of classroom teachers or principals that is confidential and not subject to release under the provisions of Education Law Sections 3012-c and 3012-d.
- s. "Third-party contractor" means any person or entity, other than an educational agency, that receives student data or teacher or principal data from an educational agency pursuant to a contract or other written agreement for

purposes of providing services to the educational agency, including but not limited to data management or storage services, conducting studies for or on behalf of the educational agency, or audit or evaluation of publicly funded programs. This term will include an educational partnership organization that receives student and/or teacher or principal data from a school district to carry out its responsibilities pursuant to Education Law Section 211-e and is not an educational agency, and a not-for-profit corporation or other nonprofit organization, other than an educational agency.

- t. "Unauthorized disclosure" or "unauthorized release" means any disclosure or release not permitted by federal or state statute or regulation, any lawful contract or written agreement, or that does not respond to a lawful order of a court or tribunal or other lawful order.

#### **Data Collection Transparency and Restrictions**

As part of its commitment to maintaining the privacy and security of student data and teacher and principal data, the District will take steps to minimize its collection, processing, and transmission of PII. Additionally, the District will:

- a. Not sell PII nor use or disclose it for any marketing or commercial purpose or facilitate its use or disclosure by any other party for any marketing or commercial purpose or permit another party to do so.
- b. Ensure that it has provisions in its contracts with third-party contractors or in separate data sharing and confidentiality agreements that require the confidentiality of shared student data or teacher or principal data be maintained in accordance with law, regulation, and District policy.

Except as required by law or in the case of educational enrollment data, the District will not report to NYSED the following student data elements:

- a. Juvenile delinquency records;
- b. Criminal records;
- c. Medical and health records; and d) Student biometric information.

Nothing in Education Law Section 2-d or this policy should be construed as limiting the administrative use of student data or teacher or principal data by a person acting exclusively in the person's capacity as an employee of the District.

#### **Chief Privacy Officer**

The Commissioner of Education has appointed a Chief Privacy Officer who will report to the Commissioner on matters affecting privacy and the security of student data and teacher and principal data. Among other functions, the Chief Privacy Officer is authorized to provide assistance to educational agencies within the state on minimum standards and best practices associated with privacy and the security of student data and teacher and principal data.

The District will comply with its obligation to report breaches or unauthorized releases of student data or teacher or principal data to the Chief Privacy Officer in accordance with Education Law Section 2-d, its implementing regulations, and this policy.

The Chief Privacy Officer has the power, among others, to:

- a) Access all records, reports, audits, reviews, documents, papers, recommendations, and other materials maintained by the District that relate to student data or teacher or principal data, which includes, but is not limited to, records related to any technology product or service that will be utilized to store and/or process PII; and
- b) Based upon a review of these records, require the District to act to ensure that PII is protected in accordance with laws and regulations, including but not limited to requiring the District to perform a privacy impact and security risk assessment.

#### **Data Protection Officer**

The District has designated a District employee to serve as the District's Data Protection Officer. The Data Protection Officer for the District is: Director of Technology.

The Data Protection Officer is responsible for the implementation and oversight of this policy and any related procedures including those required by Education Law Section 2-d and its implementing regulations, as well as serving as the main point of contact for data privacy and security for the District.

The District will ensure that the Data Protection Officer has the appropriate knowledge, training, and experience to administer these functions. The Data Protection Officer may perform these functions in addition to other job responsibilities. Additionally, some aspects of this role may be outsourced to a provider such as a BOCES, to the extent available.

#### **District Data Privacy and Security Standards**

The District will use the National Institute for Standards and Technology Framework for Improving Critical Infrastructure Cybersecurity (Version 1.1) (Framework) as the standard for its data privacy and security program. The Framework is a risk-based approach to managing cybersecurity risk and is composed of three parts: the

Framework Core, the Framework Implementation Tiers, and the Framework Profiles. The Framework provides a common taxonomy and mechanism for organizations to:

- a. Describe their current cybersecurity posture;
- b. Describe their target state for cybersecurity;
- c. Identify and prioritize opportunities for improvement within the context of a continuous and repeatable process;
- d. Assess progress toward the target state; and
  - Communicate among internal and external stakeholders about cybersecurity risk. The District will protect the privacy of PII by:
    - a) Ensuring that every use and disclosure of PII by the District benefits students and the District by considering, among other criteria, whether the use and/or disclosure will:
1. Improve academic achievement;
2. Empower parents and students with information; and/or
3. Advance efficient and effective school operations.
4. Not including PII in public reports or other public documents.

The District affords all protections under FERPA and the Individuals with Disabilities Education Act and their implementing regulations to parents or eligible students, where applicable..

### **Third-Party Contractors**

#### District Responsibilities

The District will ensure that whenever it enters into a contract or other written agreement with a third-party contractor under which the third-party contractor will receive student data or teacher or principal data from the District, the contract or written agreement will include provisions requiring that confidentiality of shared student data or teacher or principal data be maintained in accordance with law, regulation, and District policy.

In addition, the District will ensure that the contract or written agreement includes the third-party contractor's data privacy and security plan that has been accepted by the District.

The third-party contractor's data privacy and security plan must, at a minimum:

- a. Outline how the third-party contractor will implement all state, federal, and local data privacy and security contract requirements over the life of the contract, consistent with District policy;
- b. Specify the administrative, operational, and technical safeguards and practices the third-party contractor has in place to protect PII that it will receive under the contract;
- c. Demonstrate that the third-party contractor complies with the requirements of 8 NYCRR Section 121.3(c);
- d. Specify how officers or employees of the third-party contractor and its assignees who have access to student data or teacher or principal data receive or will receive training on the laws governing confidentiality of this data prior to receiving access;
- e. Specify if the third-party contractor will utilize subcontractors and how it will manage those relationships and contracts to ensure PII is protected;
- f. Specify how the third-party contractor will manage data privacy and security incidents that implicate PII including specifying any plans to identify breaches and unauthorized disclosures, and to promptly notify the District;
- g. Describe whether, how, and when data will be returned to the District, transitioned to a successor contractor, at the District's option and direction, deleted or destroyed by the third-party contractor when the contract is terminated or expires; and
- h. Include a signed copy of the Parents' Bill of Rights for Data Privacy and Security.

#### Third-Party Contractor Responsibilities

Each third-party contractor, that enters into a contract or other written agreement with the District under which the third-party contractor will receive student data or teacher or principal data from the District, is required to:

- a. Adopt technologies, safeguards, and practices that align with the NIST Cybersecurity Framework;
  - Comply with District policy and Education Law Section 2-d and its implementing regulations;
- b. Limit internal access to PII to only those employees or subcontractors that have legitimate educational interests (i.e., they need access to provide the contracted services);
- c. Not use the PII for any purpose not explicitly authorized in its contract;
- d. Not disclose any PII to any other party without the prior written consent of the parent or eligible student:
  1. Except for authorized representatives of the third-party contractor such as a subcontractor or assignee to the extent they are carrying out the contract and in compliance with law, regulation, and its contract with the District; or
  2. Unless required by law or court order and the third-party contractor provides a notice of the disclosure to NYSED, the Board, or the institution that provided the information no later than the time the information is disclosed, unless providing notice of the disclosure is expressly prohibited by law or court order;

- e. Maintain reasonable administrative, technical, and physical safeguards to protect the security, confidentiality, and integrity of PII in its custody;
- f. Use encryption to protect PII in its custody while in motion or at rest; and
- g. Not sell PII nor use or disclose it for any marketing or commercial purpose or facilitate its use or disclosure by any other party for any marketing or commercial purpose or permit another party to do so.

Where a third-party contractor engages a subcontractor to perform its contractual obligations, the data protection obligations imposed on the third-party contractor by law and contract apply to the subcontractor.

#### Cooperative Educational Services through a BOCES

The District may not be required to enter into a separate contract or data sharing and confidentiality agreement with a third-party contractor that will receive student data or teacher or principal data from the District under all circumstances.

For example, the District may not need its own contract or agreement where:

- a. It has entered into a cooperative educational service agreement (CoSer) with a BOCES that includes use of a third-party contractor's product or service; and
- b. That BOCES has entered into a contract or data sharing and confidentiality agreement with the third-party contractor, pursuant to Education Law Section 2-d and its implementing regulations, that is applicable to the District's use of the product or service under that CoSer.

To meet its obligations whenever student data or teacher or principal data from the District is received by a third-party contractor pursuant to a CoSer, the District will consult with the BOCES to, among other things:

- a. Ensure there is a contract or data sharing and confidentiality agreement pursuant to Education Law Section 2-d and its implementing regulations in place that would specifically govern the District's use of a third-party contractor's product or service under a particular CoSer;
- b) Determine procedures for including supplemental information about any applicable contracts or data sharing and confidentiality agreements that a BOCES has entered into with a third-party contractor in its Parents' Bill of Rights for Data Privacy and Security;
- c) Ensure appropriate notification is provided to affected parents, eligible students, teachers, and/or principals about any breach or unauthorized release of PII that a third-party contractor has received from the District pursuant to a BOCES contract; and
- d) Coordinate reporting to the Chief Privacy Officer to avoid duplication in the event the District receives information directly from a third-party contractor about a breach or unauthorized release of PII that the third-party contractor received from the District pursuant to a BOCES contract.

#### Click-Wrap Agreements

Periodically, District staff may wish to use software, applications, or other technologies in which the user must "click" a button or box to agree to certain online terms of service prior to using the software, application, or other technology. These are known as "click-wrap agreements" and are considered legally binding "contracts or other written agreements" under Education Law Section 2-d and its implementing regulations.

District staff are prohibited from using software, applications, or other technologies pursuant to a click-wrap agreement in which the third-party contractor receives student data or teacher or principal data from the District unless they have received prior approval from the District's Data Privacy Officer or designee.

The District will develop and implement procedures requiring prior review and approval for staff use of any software, applications, or other technologies pursuant to click-wrap agreements.

#### **Parents' Bill of Rights for Data Privacy and Security**

The District will publish its Parents' Bill of Rights for Data Privacy and Security (Bill of Rights) on its website. Additionally, the District will include the Bill of Rights with every contract or other written agreement it enters into with a third-party contractor under which the third-party contractor will receive student data or teacher or principal data from the District.

The District's Bill of Rights will state in clear and plain English terms that:

- a. A student's PII cannot be sold or released for any commercial purposes;
- b. Parents have the right to inspect and review the complete contents of their child's education record;
- c. State and federal laws protect the confidentiality of PII, and safeguards associated with industry standards and best practices, including but not limited to encryption, firewalls, and password protection, must be in place when data is stored or transferred;
- d. A complete list of all student data elements collected by the state is available for public review at the following website <http://www.nysed.gov/student-data-privacy/student-data-inventory> or by writing to the Office of Information and Reporting Services, New York State Education Department, Room 865 EBA, 89 Washington Avenue, Albany, New York 12234; and
- e. Parents have the right to have complaints about possible breaches of student data addressed.

Complaints should be directed in writing to Privacy Complaint, Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, New York 12234. Complaints may also be submitted using the form available at the following website <http://www.nysed.gov/student-data-privacy/form/report-improper-disclosure>.

The Bill of Rights will also include supplemental information for each contract the District enters into with a third-party contractor where the third-party contractor receives student data or teacher or principal data from the District. The supplemental information must be developed by the District and include the following information:

- a. The exclusive purposes for which the student data or teacher or principal data will be used by the third-party contractor, as defined in the contract;
- b. How the third-party contractor will ensure that the subcontractors, or other authorized persons or entities to whom the third-party contractor will disclose the student data or teacher or principal data, if any, will abide by all applicable data protection and security requirements, including but not limited to those outlined in applicable laws and regulations (e.g., FERPA; Education Law Section 2-d);
- c. The duration of the contract, including the contract's expiration date, and a description of what will happen to the student data or teacher or principal data upon expiration of the contract or other written agreement (e.g., whether, when, and in what format it will be returned to the District, and/or whether, when, and how the data will be destroyed);
- d. If and how a parent, student, eligible student, teacher, or principal may challenge the accuracy of the student data or teacher or principal data that is collected;
- e. Where the student data or teacher or principal data will be stored, described in a manner as to protect data security, and the security protections taken to ensure the data will be protected and data privacy and security risks mitigated; and
- f. Address how the data will be protected using encryption while in motion and at rest.

The District will publish on its website the supplement to the Bill of Rights (i.e., the supplemental information described above) for any contract or other written agreement it has entered into with a third-party contractor that will receive PII from the District. The Bill of Rights and supplemental information may be redacted to the extent necessary to safeguard the privacy and/or security of the District's data and/or technology infrastructure.

#### **Right of Parents and Eligible Students to Inspect and Review Students' Education Records**

Consistent with the obligations of the District under FERPA, parents and eligible students have the right to inspect and review a student's education record by making a request directly to the District in a manner prescribed by the District.

The District will ensure that only authorized individuals are able to inspect and review student data. To that end, the District will take steps to verify the identity of parents or eligible students who submit requests to inspect and review an education record and verify the individual's authority to do so.

Requests by a parent or eligible student for access to a student's education records must be directed to the District and not to a third-party contractor. The District may require that requests to inspect and review education records be made in writing.

The District will notify parents annually of their right to request to inspect and review their child's education record including any student data stored or maintained by the District through its annual FERPA notice. A notice separate from the District's annual FERPA notice is not required.

The District will comply with a request for access to records within a reasonable period, but not more than 45 calendar days after receipt of a request.

The District may provide the records to a parent or eligible student electronically, if the parent consents. The District must transmit the PII in a way that complies with laws and regulations. Safeguards associated with industry standards and best practices, including but not limited to encryption and password protection, must be in place when education records requested by a parent or eligible student are electronically transmitted.

#### **Complaints of Breach or Unauthorized Release of Student Data and/or Teacher or Principal Data**

The District will inform parents, through its Parents' Bill of Rights for Data Privacy and Security, that they have the right to submit complaints about possible breaches of student data to the Chief Privacy Officer at NYSED. In addition, the District has established the following procedures for parents, eligible students, teachers, principals, and other District staff to file complaints with the District about breaches or unauthorized releases of student data and/or teacher or principal data:

- a. All complaints must be submitted to the District's Data Protection Officer in writing.
- b. Upon receipt of a complaint, the District will promptly acknowledge receipt of the complaint, commence an investigation, and take the necessary precautions to protect PII.
- c. Following the investigation of a submitted complaint, the District will provide the individual who filed the complaint with its findings. This will be completed within a reasonable period of time, but no more than 60 calendar days from the receipt of the complaint by the District.



- d. If the District requires additional time, or where the response may compromise security or impede a law enforcement investigation, the District will provide the individual who filed the complaint with a written explanation that includes the approximate date when the District anticipates that it will respond to the complaint.

These procedures will be disseminated to parents, eligible students, teachers, principals, and other District staff.

The District will maintain a record of all complaints of breaches or unauthorized releases of student data and their disposition in accordance with applicable data retention policies, including the Records Retention and Disposition Schedule ED-1 (1988; rev. 2004).

#### **Reporting a Breach or Unauthorized Release**

The District will report every discovery or report of a breach or unauthorized release of student data or teacher or principal data within the District to the Chief Privacy Officer without unreasonable delay, but no more than ten calendar days after the discovery.

Each third-party contractor that receives student data or teacher or principal data pursuant to a contract or other written agreement entered into with the District will be required to promptly notify the District of any breach of security resulting in an unauthorized release of the data by the third-party contractor or its assignees in violation of applicable laws and regulations, the Parents' Bill of Rights for Student Data Privacy and Security, District policy, and/or binding contractual obligations relating to data privacy and security, in the most expedient way possible and without unreasonable delay, but no more than seven calendar days after the discovery of the breach.

In the event of notification from a third-party contractor, the District will in turn notify the Chief Privacy Officer of the breach or unauthorized release of student data or teacher or principal data no more than ten calendar days after it receives the third-party contractor's notification using a form or format prescribed by NYSED.

#### **Investigation of Reports of Breach or Unauthorized Release by the Chief Privacy Officer**

The Chief Privacy Officer is required to investigate reports of breaches or unauthorized releases of student data or teacher or principal data by third-party contractors. As part of an investigation, the Chief Privacy Officer may require that the parties submit documentation, provide testimony, and may visit, examine, and/or inspect the third-party contractor's facilities and records.

Upon the belief that a breach or unauthorized release constitutes criminal conduct, the Chief Privacy Officer is required to report the breach and unauthorized release to law enforcement in the most expedient way possible and without unreasonable delay.

Third-party contractors are required to cooperate with the District and law enforcement to protect the integrity of investigations into the breach or unauthorized release of PII.

Upon conclusion of an investigation, if the Chief Privacy Officer determines that a third-party contractor has through its actions or omissions caused student data or teacher or principal data to be breached or released to any person or entity not authorized by law to receive this data in violation of applicable laws and regulations, District policy, and/or any binding contractual obligations, the Chief Privacy Officer is required to notify the third-party contractor of the finding and give the third-party contractor no more than 30 days to submit a written response.

If after reviewing the third-party contractor's written response, the Chief Privacy Officer determines the incident to be a violation of Education Law Section 2-d, the Chief Privacy Officer will be authorized to:

- a) Order the third-party contractor be precluded from accessing PII from the affected educational agency for a fixed period of up to five years;
- b) Order that a third-party contractor or assignee who knowingly or recklessly allowed for the breach or unauthorized release of student data or teacher or principal data be precluded from accessing student data or teacher or principal data from any educational agency in the state for a fixed period of up to five years;
- c) Order that a third-party contractor who knowingly or recklessly allowed for the breach or unauthorized release of student data or teacher or principal data will not be deemed a responsible bidder or offeror on any contract with an educational agency that involves the sharing of student data or teacher or principal data, as applicable for purposes of General Municipal Law Section 103 or State Finance Law Section 163(10)(c), as applicable, for a fixed period of up to five years; and/or
- d) Require the third-party contractor to provide additional training governing confidentiality of student data and/or teacher or principal data to all its officers and employees with reasonable access to this data and certify that the training has been performed at the contractor's expense. This additional training is required to be performed immediately and include a review of laws, rules, and regulations, including Education Law Section 2-d and its implementing regulations.

If the Chief Privacy Officer determines that the breach or unauthorized release of student data or teacher or principal data on the part of the third-party contractor or assignee was inadvertent and done without intent, knowledge, recklessness, or gross negligence, the Chief Privacy Officer may make a recommendation to the Commissioner that no penalty be issued to the third-party contractor.

The Commissioner would then make a final determination as to whether the breach or unauthorized release was inadvertent and done without intent, knowledge, recklessness or gross negligence and whether or not a penalty should be issued.

**Notification of a Breach or Unauthorized Release**

The District will notify affected parents, eligible students, teachers, and/or principals in the most expedient way possible and without unreasonable delay, but no more than 60 calendar days after the discovery of a breach or unauthorized release of PII by the District or the receipt of a notification of a breach or unauthorized release of PII from a third-party contractor unless that notification would interfere with an ongoing investigation by law enforcement or cause further disclosure of PII by disclosing an unfixed security vulnerability. Where notification is delayed under these circumstances, the District will notify parents, eligible students, teachers, and/or principals within seven calendar days after the security vulnerability has been remedied or the risk of interference with the law enforcement investigation ends.

Notifications will be clear, concise, use language that is plain and easy to understand, and to the extent available, include:

- a. A brief description of the breach or unauthorized release, the dates of the incident and the date of discovery, if known;
- b. A description of the types of PII affected;
- c. An estimate of the number of records affected;
- d. A brief description of the District's investigation or plan to investigate; and
- e. Contact information for representatives who can assist parents or eligible students that have additional questions.

Notification will be directly provided to the affected parent, eligible student, teacher, or principal by first-class mail to their last known address, by email, or by telephone.

Where a breach or unauthorized release is attributed to a third-party contractor, the third-party contractor is required to pay for or promptly reimburse the District for the full cost of this notification.

**Annual Data Privacy and Security Training**

The District will annually provide data privacy and security awareness training to its officers and staff with access to PII. This training will include, but not be limited to, training on the applicable laws and regulations that protect PII and how staff can comply with these laws and regulations. The District may deliver this training using online training tools. Additionally, this training may be included as part of the training that the District already offers to its workforce.

**Notification of Policy**

The District will publish this policy on its website and provide notice of the policy to all its officers and staff.

Education Law § 2-d  
8 NYCRR Part 121

**7.04 Rescind Policy 5671 Information Security Breach & Notification**

*Recommended Action:* The Board of Education hereby rescinds Policy 5671

Motioned: Trustee DeJesus

Seconded: Trustee Storey

Result:

Yea:

Not Present:

Tabled until next meeting

Motioned: Trustee Kurnit

Seconded: Trustee Storey

Result: Unanimous

Yea: Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Warren, Trustee DeJesus, Trustee Ratcliff

**7.05 Reserve Plan**

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Ontario Central School District authorizes and directs the funding, if available, of District reserves as presented in the June 2020 Reserve Plan as of June 30, 2020.

Motioned: Trustee Osmond

Seconded: Trustee DeJesus

- Present Reserve Plan every year – gives summary as well
  - Legislation that may allow schools to access money from any reserve and pay it back within 5 years
    - Can take money from ERS reserve

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Warren, Trustee DeJesus, Trustee Ratcliff

#### 7.06 Discuss Continuation of Meal Program

• Onteora led the way in the distribution of meals – feeding 330 children  
Director of Food Services, Chris Downs, Superintendent Victoria McLaren, Assistant Superintendent for Business, Monica LaClair analyzed continuing over the summer, want to present to Board:

- Normally no staff in kitchens or transportation to make and deliver meals
- To replicate what we have now, will cost \$45,000 after reimbursement
- Also idea of “Grab and Go” – only \$20,000 but can be difficult for some of these people to get reliable transportation
- Some staff working now get their regular salary plus \$15 hazard pay
  - Won’t be like that in the summer – summer pay is lower
- Concerns about air flow in kitchen- difficult working with mask on
  - Staff said they would work over the summer but if it is really hot, people might not want to continue
- Can people volunteer for meal prep? – need to be trained by Health Dept.
- Volunteer to deliver? Using mini-van and truck now to deliver meals – any staff can use the vehicles – coolers are enormous
  - Biggest issue in transportation 10 month staff take other jobs in summer
- Possible to have pickup sites throughout the district
- Is it possible to shift volunteers from Project Resilience to the district for delivery?
- If children go to day camp and parents go to work, who will get the food
  - Need to consider wildlife when leaving food for people
- Teachers are interested in volunteering to drive our district vehicles to houses
- Deadline for decision is 6/19/20 to get State aid on program
  - May not get aid because we don’t have 50% of students on Free and Reduced Lunch Program
- Need to appoint summer people at a rate at the next meeting
- Put out survey to current people to see if people still want meal deliveries – getting calls that families don’t need food delivery anymore
  - Also ask if they could pick it up
- More information before voting on this, revisit at next meeting and can call a Special Board meeting to vote - find out and formulate a plan

No Longer Present

Trustee DeJesus left the meeting at approximately 7:10

#### 8. Consent Agenda

## 8.01 Approve Consent Agenda

*Recommended Action:* The Board hereby approves item numbers 8.02-8.06

Motioned: Trustee Salem

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee

Warren, Trustee DeJesus, Trustee Ratcliff

Not Present: Trustee DeJesus

## 8.02 Personnel Agenda

**RESIGNATIONS: INSTRUCTIONAL**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Irizarry, Lyssa	Special Education Teacher/Bennett	6/26/2020	Personal

## 8.03 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations

*Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #6/20, Confidential, as reviewed by Trustee Warren

## 8.04 Warrants

*Recommended Action:* The Board of Education has reviewed and hereby accepts Warrant Schedule 9

## 8.05 Reserve Fund Transfer

*Recommended Action:* The Superintendent recommends the transfer of funds from the Unemployment Reserve to the Unemployment Insurance budget code to pay for NYS Unemployment Insurance billing. This expense is not budgeted in the general fund due to the existence of the reserve funds designated for this purpose.

Transfer Amount	Reserve	Description	To Budget Code	Description
\$16,251.79	A815	Unemployment Reserve	A9050.800-10	Unemployment Insurance

## 8.06 Financial Report

*Recommended Action:* The Board of Education has reviewed and hereby accepts the Financial Report for April 2020

**9. New Business**

## 9.01 The Board will discuss New Business

Legal Brief from NYSSBA about reading names at graduation– will only read them if we don't have the opt out form back

**10. Old Business**

## 10.01 The Board will discuss Old Business

No old business was discussed

**11. Request For Information**

## 11.01 Discuss Requests for Information

Trustee Storey - Board needs training for cybersecurity– what other yearly school

training should the Board have that the other staff get? Ask attorneys about municipalities trainings

- Opening Day PowerPoint and materials are on the website

Trustee Ratcliff asked for an update on filling all of the vacancies

Getting a sense on where we are- that are outstanding – a lot of vacancies – don't want us to scramble. Vacancies and retirements, then teachers that may not be able to resume due to COVID-19.

## 12. Executive Session & Adjournment

### 12.01 Enter executive session

*Recommended Action:* Motion to enter into executive session to discuss the raise for Confidential Staff, the employment history of a particular people, the contract of an administrator, negotiations with ONTEA and First Student.

Motioned: Trustee Storey

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Warren, Trustee Ratcliff

Not Present: Trustee DeJesus

### 12.02 Exit Executive Session and Adjourn. Next meeting is June 16, 2020

*Recommended Action:* Motion to exit executive session

Motioned: Trustee Salem

Seconded: Trustee Osmond

Result: Unanimous

Yea: Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Warren, Trustee Ratcliff

Not Present: Trustee DeJesus

Motion to Adjourn at 9:25

Motioned: Trustee Salem

Seconded: Trustee Storey

Result: Unanimous

Yea: Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee Warren, Trustee Ratcliff

Not Present: Trustee DeJesus

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Laurie Osmond, Rob Kurnit, Valerie Storey, Kevin Salem, Bennet Ratcliff, Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

## SPECIAL MEETING

6:00 p.m.

**THURSDAY, JUNE 11, 2020**

TELECONFERENCING

## MINUTES

### 1. Opening Items

- 1.01 Call to Order 6 pm
- 1.02 Tobacco Policy Statement
- 1.03 Roll Call

Present: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee DeJesus

Not Present: Trustee Ratcliff, Trustee Warren

### 2. Executive Session

#### 2.01 Enter executive session

*Recommended Action:* Motion to enter into executive session to discuss the sale of real property, the contract of an administrator and the raise for the confidential group.

Motioned: Trustee DeJesus

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee DeJesus

Not Present: Trustee Ratcliff, Trustee Warren

Now Present:

Trustee Ratcliff arrive at 7:00

#### 2.02 Exit Executive Session and Adjourn

*Recommended Action:* Motion to exit executive session and adjourn at 7:15

Motioned: Trustee Ratcliff

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Salem, Trustee DeJesus, Trustee Ratcliff

Not Present: Trustee Warren

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Laurie Osmond, Rob Kurnit, Valerie Storey, Kevin Salem, Bennet Ratcliff, Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

REGULAR MEETING

6:00 p.m.

**TUESDAY, JUNE 23, 2020**

TELECONFERENCING

## MINUTES

### 1. Opening Items

1.01 Call to Order 6:00

1.02 Tobacco Policy Statement

1.03 Roll Call

Present: Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren, Trustee Salem

### 2. Minutes

2.01 Approve Minutes

*Recommended Action:* The Board of Education hereby approves the minutes of the May 26, 2020 and June 2, 2020 Board Meetings

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren, Trustee Salem

### 3. Award Tenure

3.01 Award Tenure

*Recommended Action:* The following named INSTRUCTIONAL PERSONNEL, having served a period of probationary status consistent with the Education Law of the State of New York and provisions of the Commissioner's Regulations, and having received continuing satisfactory evaluations of performance, are hereby recommended by the Superintendent of Schools for APPROVAL for TENURE STATUS.

With a probationary period of 9/1/16 to 8/31/20

Stephanie Rivera certified as a Math Teacher hereby receives tenure on 8/31/20

Corinne Bouchard certified as a Music Teacher hereby receives tenure on 8/31/20

Mike Rushford certified as a Health Teacher hereby receives tenure on 8/31/20

Rebeca Joslin certified as a LOTE (Languages Other Than English) Teacher hereby receives tenure on 8/31/20

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren, Trustee Salem

### 4. Honor Retirees

4.01 Retirees

- Thank you for the wonderful years you have given to our students

The following people will retire by June 30th or later:

Brenda

Billadeau

Monitor

Catherine

Cattabiani

Teaching Assistant

Pamela	Ciaccio	Special Ed Teacher
Christine	Groom	Math AIS Teacher
Kenneth	Haaland	Special Education Teacher
Lisa	Haller	Special Education Teacher
Jacqueline	Heinitz	School Monitor
Wilber	Prutzman, Jr.	Business Teacher
Catherine	Reep	Teacher of the Deaf and HOH
Gale	VanBaaren	Special Education Teacher
Kate	VanBaren	Science Teacher
Ingrid	White	Elementary Teacher
Jane	Wolfrom	Elementary Teacher

## 5. Superintendent District News

### 5.01 The Superintendent will report District News

- Discussing potential scenarios for opening next year
    - Next step - building Shared Decision Making teams to be invited into the conversation, then open the conversation to the broader school community.
    - Received no useful guidance to date
    - Asked our BOCES Superintendent if he can request guidance from our local County Executive or Department of Health related to how decisions to close a building or district will be made
  - Assistant Superintendent for Curriculum & Instruction has been working with our elementary administrators and faculty to create resources for our students who would like to continue to work on academics to some degree over the summer
- Assistant Superintendent for Curriculum & Instruction will give a brief update and on plans for re-engaging with Morningside to continue our SEL work
- Unable to hold Summer Skills Academy – running as remote learning was not in the best interest of students – teachers and administrators made decision
  - Teachers are creating resources for students over the summer through grade level Google Classrooms
    - Work that students will need for next academic year
    - Ulster BOCES has resources for grades 7-12 for credit recovery
      - Principal Edelman meeting with Ulster BOCES to see what can be offered – county principals went over courses to be offered
      - Are offering Chromebooks over the summer
  - Morningside and Social Emotional Work: Optimistic phone call – they can offer a good deal of support along with discussing/revising the current plan
    - K-12 teachers and special area teachers are interested in training

HS Principal Lance Edelman will speak about the plans for graduation are coming

- Pleasure working with senior class, especially through these last few months
- Senior officers shaped graduation
  - Support plan has been created
- District provided scholarship signs and graduation signs for each graduating senior
- Set up graduation stage and seniors posed for a picture walking across stage
- Then seniors met with a filmmaker putting together special tribute to seniors

Potential meal delivery for the summer

- Sent home a flyer surveying meal needs for the summer with every meal on Wednesday of last week



- Received 97 responses so far with 34 have said that they would not participate in a summer meal program
- Families that are currently eligible to receive free or reduced meals at school will receive a benefit card with up to \$420 per child
  - The money is meant to cover the cost of meals from the closure in March through the end of June, but will not be distributed until mid-June <https://otda.ny.gov/SNAP-COVID-19/> [otda.ny.gov
  - Still food pantries providing food for families

Discussion:

- Staff said they would work, but very hot in kitchen –unbearable in the very hot weather
- Reach out to families who said yes to be sure they are ok
  - Will a letter send to all families getting deliveries now with summer food resources

5.02 Update on Capital Project from BBL

- Monday was busy day – some students there
- Began demolition – 7-9 areas of campus including HS Boys & girls locker rooms
  - Continue with mechanical removals
  - Lockers installed later part of August
  - Also in bathroom areas
- Took 2 more areas scheduled for 2021 - will begin demolition
- Continue with design teams, try to troubleshoot next activity

**6. Board District News**

- 6.01 The Board will report District News  
No Board news was reported

**7. Student Representative Report**

- 7.01 Student Representative, Leon Savage will report to the Board

- National Honor Society, Junior Class, and Student Government working with Tenbroeck Retirement Home - send mail and have pen pals
  - They were hit hard by COVID-19
- Over the summer students and landscapers will revamp the courtyard to have more trees and possibly be an outdoor classroom
  - Hope students will also be able to walk through to get to classes

Discussion:

- Can reach out to people who garden to help
- Been in touch with Environmental Club – they will help as well
- Perhaps the Junior Honor Society as well

**8. Acknowledge Public Be Heard Comments**

- 8.01 The Board will acknowledge the public be heard comments from the last meeting  
Rick Wolff

**9. Public and Student Comment**

- 9.01 Public and Students may comment on any agenda or non-agenda item

No comment was made

## 10. Discussion & Possible Action

### 10.01 Approve Board of Registration for 2020 Vote & Election

*Recommended Action:* The Board of Education hereby approves the revised Board of Registration for the 2020-2021 Vote & Election

Motioned: Trustee Osmond

Seconded: Trustee DeJesus

- Need more people due to individual needs – be sure have 4 people

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren, Trustee Salem

### 10.02 Second Reading and Adoption of Policy 5676 Privacy & Security

*Recommended Action:* The Board of Education hereby adopts Policy 5676 Privacy & Security for Student Data and Teacher and Principal Data

Motioned: Trustee Storey

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren, Trustee Salem

no OCSD Policy 2020 5676 Non-Instructional/Business Operations

#### **PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA**

The District is committed to maintaining the privacy and security of student data and teacher and principal data and will follow all applicable laws and regulations for the handling and storage of this data in the District and when disclosing or releasing it to others, including, but not limited to, third-party contractors. The District adopts this policy to implement the requirements of Education Law Section 2-d and its implementing regulations, as well as to align the District's data privacy and security practices with the National Institute for Standards and Technology Framework for Improving Critical Infrastructure Cybersecurity (Version 1.1).

#### **Definitions**

As provided in Education Law Section 2-d and/or its implementing regulations, the following terms, as used in this policy, will mean:

- which includes, but is not limited to, an agreement created in electronic form and signed with an electronic or digital signature or a click-wrap agreement that is used with software licenses, downloaded, and/or online applications and transactions for educational technologies and other technologies in which a user must agree to terms and conditions prior to using the product or service
- "Disclose" or "disclosure" means to permit access to, or the release, transfer, or other communication of personally identifiable information by any means, including oral, written, or electronic, whether intended or unintended.
- "Education records" means an education record as defined in the Family Educational Rights and Privacy Act and its implementing regulations, 20 USC Section 1232g and 34 CFR Part 99, respectively.
- "Educational agency" means a school district, board of cooperative educational services (BOCES), school, or the New York State Education Department (NYSED).
- "Eligible student" means a student who is eighteen years or older.
- "Encryption" means methods of rendering personally identifiable information unusable, unreadable, or indecipherable to unauthorized persons through the use of a technology or methodology specified or permitted by the Secretary of the United States Department of Health and Human Services in guidance issued under 42 USC Section 17932(h)(2).
- "FERPA" means the Family Educational Rights and Privacy Act and its implementing regulations, 20 USC Section 1232g and 34 CFR Part 99, respectively.
- "NIST Cybersecurity Framework" means the U.S. Department of Commerce National Institute for Standards and Technology Framework for Improving Critical Infrastructure Cybersecurity (Version 1.1). A copy of the NIST Cybersecurity Framework is available at the Office of Counsel, State Education Department, State Education Building, Room 148, 89 Washington Avenue, Albany, New York 12234.
- Parent" means a parent, legal guardian, or person in parental relation to a student.
- "Personally identifiable information (PII)," as applied to student data, means personally identifiable information as defined in 34 CFR Section 99.3 implementing the Family Educational Rights and Privacy Act, 20 USC Section 1232g, and, as applied to teacher or principal data, means personally identifying information as this term is defined in Education Law Section 3012-c(10).
- "Release" has the same meaning as disclosure or disclose.
- "Student" means any person attending or seeking to enroll in an educational agency.

- m. "Student data" means personally identifiable information from the student records of an educational agency.
- n. "Teacher or principal data" means personally identifiable information from the records of an educational agency relating to the annual professional performance reviews of classroom teachers or principals that is confidential and not subject to release under the provisions of Education Law Sections 3012-c and 3012-d.
- o. "Third-party contractor" means any person or entity, other than an educational agency, that receives student data or teacher or principal data from an educational agency pursuant to a contract or other written agreement for purposes of providing services to the educational agency, including but not limited to data management or storage services, conducting studies for or on behalf of the educational agency, or audit or evaluation of publicly funded programs. This term will include an educational partnership organization that receives student and/or teacher or principal data from a school district to carry out its responsibilities pursuant to Education Law Section 211-e and is not an educational agency, and a not-for-profit corporation or other nonprofit organization, other than an educational agency.
- p. "Unauthorized disclosure" or "unauthorized release" means any disclosure or release not permitted by federal or state statute or regulation, any lawful contract or written agreement, or that does not respond to a lawful order of a court or tribunal or other lawful order.

**Data Collection Transparency and Restrictions**

As part of its commitment to maintaining the privacy and security of student data and teacher and principal data, the District will take steps to minimize its collection, processing, and transmission of PII. Additionally, the District will:

- a. Not sell PII nor use or disclose it for any marketing or commercial purpose or facilitate its use or disclosure by any other party for any marketing or commercial purpose or permit another party to do so.
- b. Ensure that it has provisions in its contracts with third-party contractors or in separate data sharing and confidentiality agreements that require the confidentiality of shared student data or teacher or principal data be maintained in accordance with law, regulation, and District policy.

Except as required by law or in the case of educational enrollment data, the District will not report to NYSED the following student data elements:

Juvenile delinquency records;

a. Criminal records;

b. Medical and health records; and d) Student biometric information.

Nothing in Education Law Section 2-d or this policy should be construed as limiting the administrative use of student data or teacher or principal data by a person acting exclusively in the person's capacity as an employee of the District.

**Chief Privacy Officer**

The Commissioner of Education has appointed a Chief Privacy Officer who will report to the Commissioner on matters affecting privacy and the security of student data and teacher and principal data. Among other functions, the Chief Privacy Officer is authorized to provide assistance to educational agencies within the state on minimum standards and best practices associated with privacy and the security of student data and teacher and principal data.

The District will comply with its obligation to report breaches or unauthorized releases of student data or teacher or principal data to the Chief Privacy Officer in accordance with Education Law Section 2-d, its implementing regulations, and this policy.

The Chief Privacy Officer has the power, among others, to:

- a) Access all records, reports, audits, reviews, documents, papers, recommendations, and other materials maintained by the District that relate to student data or teacher or principal data, which includes, but is not limited to, records related to any technology product or service that will be utilized to store and/or process PII; and
- b) Based upon a review of these records, require the District to act to ensure that PII is protected in accordance with laws and regulations, including but not limited to requiring the District to perform a privacy impact and security risk assessment.

**Data Protection Officer**

The District has designated a District employee to serve as the District's Data Protection Officer. The Data Protection Officer for the District is: Director of Technology.

The Data Protection Officer is responsible for the implementation and oversight of this policy and any related procedures including those required by Education Law Section 2-d and its implementing regulations, as well as serving as the main point of contact for data privacy and security for the District.

The District will ensure that the Data Protection Officer has the appropriate knowledge, training, and experience to administer these functions. The Data Protection Officer may perform these functions in addition to other job responsibilities. Additionally, some aspects of this role may be outsourced to a provider such as a BOCES, to the extent available.

**District Data Privacy and Security Standards**

The District will use the National Institute for Standards and Technology Framework for Improving Critical Infrastructure Cybersecurity (Version 1.1) (Framework) as the standard for its data privacy and security program. The Framework is a risk-based approach to managing cybersecurity risk and is composed of three parts: the Framework Core, the Framework Implementation Tiers, and the Framework Profiles. The Framework provides a common taxonomy and mechanism for organizations to:

- a. Describe their current cybersecurity posture;
  - b. Describe their target state for cybersecurity;
  - c. Identify and prioritize opportunities for improvement within the context of a continuous and repeatable process;
  - d. Assess progress toward the target state; and
- Communicate among internal and external stakeholders about cybersecurity risk. The District will protect the privacy of PII by:
- a) Ensuring that every use and disclosure of PII by the District benefits students and the District by considering, among other criteria, whether the use and/or disclosure will:
    1. Improve academic achievement;
    2. Empower parents and students with information; and/or
    3. Advance efficient and effective school operations.
    4. Not including PII in public reports or other public documents.
- The District affords all protections under FERPA and the Individuals with Disabilities Education Act and their implementing regulations to parents or eligible students, where applicable..

### **Third-Party Contractors**

#### District Responsibilities

The District will ensure that whenever it enters into a contract or other written agreement with a third-party contractor under which the third-party contractor will receive student data or teacher or principal data from the District, the contract or written agreement will include provisions requiring that confidentiality of shared student data or teacher or principal data be maintained in accordance with law, regulation, and District policy.

In addition, the District will ensure that the contract or written agreement includes the third-party contractor's data privacy and security plan that has been accepted by the District.

The third-party contractor's data privacy and security plan must, at a minimum:

- a. Outline how the third-party contractor will implement all state, federal, and local data privacy and security contract requirements over the life of the contract, consistent with District policy;
- b. Specify the administrative, operational, and technical safeguards and practices the third-party contractor has in place to protect PII that it will receive under the contract;
- c. Demonstrate that the third-party contractor complies with the requirements of 8 NYCRR Section 121.3(c);
- d. Specify how officers or employees of the third-party contractor and its assignees who have access to student data or teacher or principal data receive or will receive training on the laws governing confidentiality of this data prior to receiving access;
- e. Specify if the third-party contractor will utilize subcontractors and how it will manage those relationships and contracts to ensure PII is protected;
- f. Specify how the third-party contractor will manage data privacy and security incidents that implicate PII including specifying any plans to identify breaches and unauthorized disclosures, and to promptly notify the District;
- g. Describe whether, how, and when data will be returned to the District, transitioned to a successor contractor, at the District's option and direction, deleted or destroyed by the third-party contractor when the contract is terminated or expires; and
- h. Include a signed copy of the Parents' Bill of Rights for Data Privacy and Security.

#### Third-Party Contractor Responsibilities

Each third-party contractor, that enters into a contract or other written agreement with the District under which the third-party contractor will receive student data or teacher or principal data from the District, is required to:

- a. Adopt technologies, safeguards, and practices that align with the NIST Cybersecurity Framework;
- b. Comply with District policy and Education Law Section 2-d and its implementing regulations;
- c. Limit internal access to PII to only those employees or subcontractors that have legitimate educational interests (i.e., they need access to provide the contracted services);
- d. Not use the PII for any purpose not explicitly authorized in its contract;
- e. Not disclose any PII to any other party without the prior written consent of the parent or eligible student:
  1. Except for authorized representatives of the third-party contractor such as a subcontractor or assignee to the extent they are carrying out the contract and in compliance with law, regulation, and its contract with the District; or
  2. Unless required by law or court order and the third-party contractor provides a notice of the disclosure to NYSED, the Board, or the institution that provided the information no later than the time the information is disclosed, unless providing notice of the disclosure is expressly prohibited by law or court order;
- f. Maintain reasonable administrative, technical, and physical safeguards to protect the security, confidentiality, and integrity of PII in its custody;
- g. Use encryption to protect PII in its custody while in motion or at rest; and
- h. Not sell PII nor use or disclose it for any marketing or commercial purpose or facilitate its use or disclosure by any other party for any marketing or commercial purpose or permit another party to do so.

Where a third-party contractor engages a subcontractor to perform its contractual obligations, the data protection obligations imposed on the third-party contractor by law and contract apply to the subcontractor.

#### Cooperative Educational Services through a BOCES

The District may not be required to enter into a separate contract or data sharing and confidentiality agreement with a third-party contractor that will receive student data or teacher or principal data from the District under all circumstances.

For example, the District may not need its own contract or agreement where:

- a. It has entered into a cooperative educational service agreement (CoSer) with a BOCES that includes use of a third-party contractor's product or service; and
- b. That BOCES has entered into a contract or data sharing and confidentiality agreement with the third-party contractor, pursuant to Education Law Section 2-d and its implementing regulations, that is applicable to the District's use of the product or service under that CoSer.

To meet its obligations whenever student data or teacher or principal data from the District is received by a third-party contractor pursuant to a CoSer, the District will consult with the BOCES to, among other things:

- A) Ensure there is a contract or data sharing and confidentiality agreement pursuant to Education Law Section 2-d and its implementing regulations in place that would specifically govern the District's use of a third-party contractor's product or service under a particular CoSer;
- B) Determine procedures for including supplemental information about any applicable contracts or data sharing and confidentiality agreements that a BOCES has entered into with a third-party contractor in its Parents' Bill of Rights for Data Privacy and Security;
- C) Ensure appropriate notification is provided to affected parents, eligible students, teachers, and/or principals about any breach or unauthorized release of PII that a third-party contractor has received from the District pursuant to a BOCES contract; and
- D) Coordinate reporting to the Chief Privacy Officer to avoid duplication in the event the District receives information directly from a third-party contractor about a breach or unauthorized release of PII that the third-party contractor received from the District pursuant to a BOCES contract.

#### Click-Wrap Agreements

Periodically, District staff may wish to use software, applications, or other technologies in which the user must "click" a button or box to agree to certain online terms of service prior to using the software, application, or other technology. These are known as "click-wrap agreements" and are considered legally binding "contracts or other written agreements" under Education Law Section 2-d and its implementing regulations.

District staff are prohibited from using software, applications, or other technologies pursuant to a click-wrap agreement in which the third-party contractor receives student data or teacher or principal data from the District unless they have received prior approval from the District's Data Privacy Officer or designee.

The District will develop and implement procedures requiring prior review and approval for staff use of any software, applications, or other technologies pursuant to click-wrap agreements.

#### **Parents' Bill of Rights for Data Privacy and Security**

The District will publish its Parents' Bill of Rights for Data Privacy and Security (Bill of Rights) on its website.

Additionally, the District will include the Bill of Rights with every contract or other written agreement it enters into with a third-party contractor under which the third-party contractor will receive student data or teacher or principal data from the District.

The District's Bill of Rights will state in clear and plain English terms that:

A student's PII cannot be sold or released for any commercial purposes;

- a. Parents have the right to inspect and review the complete contents of their child's education record;
- b. State and federal laws protect the confidentiality of PII, and safeguards associated with industry standards and best practices, including but not limited to encryption, firewalls, and password protection, must be in place when data is stored or transferred;
- c. A complete list of all student data elements collected by the state is available for public review at the following website <http://www.nysed.gov/student-data-privacy/student-data-inventory> or by writing to the Office of Information and Reporting Services, New York State Education Department, Room 865 EBA, 89 Washington Avenue, Albany, New York 12234; and
- d. Parents have the right to have complaints about possible breaches of student data addressed. Complaints should be directed in writing to Privacy Complaint, Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, New York 12234. Complaints may also be submitted using the form available at the following website <http://www.nysed.gov/student-data-privacy/form/report-improper-disclosure>.

The Bill of Rights will also include supplemental information for each contract the District enters into with a third-party contractor where the third-party contractor receives student data or teacher or principal data from the District. The supplemental information must be developed by the District and include the following information:

- a. The exclusive purposes for which the student data or teacher or principal data will be used by the third-party contractor, as defined in the contract;
- b. How the third-party contractor will ensure that the subcontractors, or other authorized persons or entities to whom the third-party contractor will disclose the student data or teacher or principal data, if any, will abide by all applicable data protection and security requirements, including but not limited to those outlined in applicable laws and regulations (e.g., FERPA; Education Law Section 2-d);
- c. The duration of the contract, including the contract's expiration date, and a description of what will happen to the student data or teacher or principal data upon expiration of the contract or other written agreement (e.g., whether,

- when, and in what format it will be returned to the District, and/or whether, when, and how the data will be destroyed);
- d. If and how a parent, student, eligible student, teacher, or principal may challenge the accuracy of the student data or teacher or principal data that is collected;
  - e. Where the student data or teacher or principal data will be stored, described in a manner as to protect data security, and the security protections taken to ensure the data will be protected and data privacy and security risks mitigated; and
  - f. Address how the data will be protected using encryption while in motion and at rest.

The District will publish on its website the supplement to the Bill of Rights (i.e., the supplemental information described above) for any contract or other written agreement it has entered into with a third-party contractor that will receive PII from the District. The Bill of Rights and supplemental information may be redacted to the extent necessary to safeguard the privacy and/or security of the District's data and/or technology infrastructure.

#### **Right of Parents and Eligible Students to Inspect and Review Students' Education Records**

Consistent with the obligations of the District under FERPA, parents and eligible students have the right to inspect and review a student's education record by making a request directly to the District in a manner prescribed by the District.

The District will ensure that only authorized individuals are able to inspect and review student data. To that end, the District will take steps to verify the identity of parents or eligible students who submit requests to inspect and review an education record and verify the individual's authority to do so.

Requests by a parent or eligible student for access to a student's education records must be directed to the District and not to a third-party contractor. The District may require that requests to inspect and review education records be made in writing.

The District will notify parents annually of their right to request to inspect and review their child's education record including any student data stored or maintained by the District through its annual FERPA notice. A notice separate from the District's annual FERPA notice is not required.

The District will comply with a request for access to records within a reasonable period, but not more than 45 calendar days after receipt of a request.

The District may provide the records to a parent or eligible student electronically, if the parent consents. The District must transmit the PII in a way that complies with laws and regulations. Safeguards associated with industry standards and best practices, including but not limited to encryption and password protection, must be in place when education records requested by a parent or eligible student are electronically transmitted.

#### **Complaints of Breach or Unauthorized Release of Student Data and/or Teacher or Principal Data**

The District will inform parents, through its Parents' Bill of Rights for Data Privacy and Security, that they have the right to submit complaints about possible breaches of student data to the Chief Privacy Officer at NYSED. In addition, the District has established the following procedures for parents, eligible students, teachers, principals, and other District staff to file complaints with the District about breaches or unauthorized releases of student data and/or teacher or principal data:

- a. All complaints must be submitted to the District's Data Protection Officer in writing.
- b. Upon receipt of a complaint, the District will promptly acknowledge receipt of the complaint, commence an investigation, and take the necessary precautions to protect PII.
- c. Following the investigation of a submitted complaint, the District will provide the individual who filed the complaint with its findings. This will be completed within a reasonable period of time, but no more than 60 calendar days from the receipt of the complaint by the District.
- d. If the District requires additional time, or where the response may compromise security or impede a law enforcement investigation, the District will provide the individual who filed the complaint with a written explanation that includes the approximate date when the District anticipates that it will respond to the complaint.

These procedures will be disseminated to parents, eligible students, teachers, principals, and other District staff.

The District will maintain a record of all complaints of breaches or unauthorized releases of student data and their disposition in accordance with applicable data retention policies, including the Records Retention and Disposition Schedule ED-1 (1988; rev. 2004).

#### **Reporting a Breach or Unauthorized Release**

The District will report every discovery or report of a breach or unauthorized release of student data or teacher or principal data within the District to the Chief Privacy Officer without unreasonable delay, but no more than ten calendar days after the discovery.

Each third-party contractor that receives student data or teacher or principal data pursuant to a contract or other written agreement entered into with the District will be required to promptly notify the District of any breach of security resulting in an unauthorized release of the data by the third-party contractor or its assignees in violation of applicable laws and regulations, the Parents' Bill of Rights for Student Data Privacy and Security, District policy, and/or binding contractual obligations relating to data privacy and security, in the most expedient way possible and without unreasonable delay, but no more than seven calendar days after the discovery of the breach.

In the event of notification from a third-party contractor, the District will in turn notify the Chief Privacy Officer of the breach or unauthorized release of student data or teacher or principal data no more than ten calendar days after it receives the third-party contractor's notification using a form or format prescribed by NYSED.

#### **Investigation of Reports of Breach or Unauthorized Release by the Chief Privacy Officer**

The Chief Privacy Officer is required to investigate reports of breaches or unauthorized releases of student data or teacher or principal data by third-party contractors. As part of an investigation, the Chief Privacy Officer may require that the parties submit documentation, provide testimony, and may visit, examine, and/or inspect the third-party contractor's facilities and records.

Upon the belief that a breach or unauthorized release constitutes criminal conduct, the Chief Privacy Officer is required to report the breach and unauthorized release to law enforcement in the most expedient way possible and without unreasonable delay.

Third-party contractors are required to cooperate with the District and law enforcement to protect the integrity of investigations into the breach or unauthorized release of PII.

Upon conclusion of an investigation, if the Chief Privacy Officer determines that a third-party contractor has through its actions or omissions caused student data or teacher or principal data to be breached or released to any person or entity not authorized by law to receive this data in violation of applicable laws and regulations, District policy, and/or any binding contractual obligations, the Chief Privacy Officer is required to notify the third-party contractor of the finding and give the third-party contractor no more than 30 days to submit a written response.

If after reviewing the third-party contractor's written response, the Chief Privacy Officer determines the incident to be a violation of Education Law Section 2-d, the Chief Privacy Officer will be authorized to:

- a) Order the third-party contractor be precluded from accessing PII from the affected educational agency for a fixed period of up to five years;
- b) Order that a third-party contractor or assignee who knowingly or recklessly allowed for the breach or unauthorized release of student data or teacher or principal data be precluded from accessing student data or teacher or principal data from any educational agency in the state for a fixed period of up to five years;
- c) Order that a third-party contractor who knowingly or recklessly allowed for the breach or unauthorized release of student data or teacher or principal data will not be deemed a responsible bidder or offeror on any contract with an educational agency that involves the sharing of student data or teacher or principal data, as applicable for purposes of General Municipal Law Section 103 or State Finance Law Section 163(10)(c), as applicable, for a fixed period of up to five years; and/or
- d) Require the third-party contractor to provide additional training governing confidentiality of student data and/or teacher or principal data to all its officers and employees with reasonable access to this data and certify that the training has been performed at the contractor's expense. This additional training is required to be performed immediately and include a review of laws, rules, and regulations, including Education Law Section 2-d and its implementing regulations.

If the Chief Privacy Officer determines that the breach or unauthorized release of student data or teacher or principal data on the part of the third-party contractor or assignee was inadvertent and done without intent, knowledge, recklessness, or gross negligence, the Chief Privacy Officer may make a recommendation to the Commissioner that no penalty be issued to the third-party contractor.

The Commissioner would then make a final determination as to whether the breach or unauthorized release was inadvertent and done without intent, knowledge, recklessness or gross negligence and whether or not a penalty should be issued.

#### **Notification of a Breach or Unauthorized Release**

The District will notify affected parents, eligible students, teachers, and/or principals in the most expedient way possible and without unreasonable delay, but no more than 60 calendar days after the discovery of a breach or unauthorized release of PII by the District or the receipt of a notification of a breach or unauthorized release of PII from a third-party contractor unless that notification would interfere with an ongoing investigation by law enforcement or cause further disclosure of PII by disclosing an unfixed security vulnerability. Where notification is delayed under these circumstances, the District will notify parents, eligible students, teachers, and/or principals within seven calendar days after the security vulnerability has been remedied or the risk of interference with the law enforcement investigation ends.

Notifications will be clear, concise, use language that is plain and easy to understand, and to the extent available, include:

- a. A brief description of the breach or unauthorized release, the dates of the incident and the date of discovery, if known;
- b. A description of the types of PII affected;
- c. An estimate of the number of records affected;
- d. A brief description of the District's investigation or plan to investigate; and
- e. Contact information for representatives who can assist parents or eligible students that have additional questions.

Notification will be directly provided to the affected parent, eligible student, teacher, or principal by first-class mail to their last known address, by email, or by telephone.

Where a breach or unauthorized release is attributed to a third-party contractor, the third-party contractor is required to pay for or promptly reimburse the District for the full cost of this notification.

#### **Annual Data Privacy and Security Training**

The District will annually provide data privacy and security awareness training to its officers and staff with access to PII. This training will include, but not be limited to, training on the applicable laws and regulations that protect PII and how staff can comply with these laws and regulations. The District may deliver this training using online training tools. Additionally, this training may be included as part of the training that the District already offers to its workforce.

**Notification of Policy**

The District will publish this policy on its website and provide notice of the policy to all its officers and staff.  
Education Law § 2-d  
8 NYCRR Part 121

**10.03 Rescind Policy 5671 Information Security Breach & Notification**

*Recommended Action:* The Board of Education hereby rescinds Policy 5671

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren, Trustee Salem

**10.04 Scholarship Donations**

*Recommended Action:* The Superintendent recommends acceptance of donations totaling \$2,265.00 CASH, from various donors as scholarship awards for the Class of 2020.

The Superintendent recommends approval of the following donations:

Donation Amount and Donee's Name

\$100.00 Tongore Garden Club

\$250 Joan Mayone-Allison

\$40.00 Kim Pilla

\$100.00 Anne Gallin

\$1,000.00 Sally Rothchild & John Sorich

\$50.00 Christi & David Epstein

\$100.00 ECA French Club

\$50.00 Maegan Schenker

\$200.00 Bridget Allison

\$325 Onteora Music Teachers

\$50.00 Colette Goho

Motioned: Trustee Ratcliff

Seconded: Trustee Kurnit

- Thank you for generosity, especially in this time

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren, Trustee Salem

**10.05 MOA for OTA - Medical Director**

*Recommended Action:* The Board of Education hereby approves MOA number 6162020 between the Onteora Central School District and the Onteora Teachers Association for the medical director

Motioned: Trustee Osmond

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren, Trustee Salem



**11. Consent Agenda****11.01 Approve Consent Agenda***Recommended Action:* The Board hereby approves item numbers 11.02-11.07

Motioned: Trustee Storey

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren, Trustee Salem

**11.02 Personnel Agenda****APPOINTMENT: NON-INSTRUCTIONAL  
PROBATIONARY APPOINTMENT**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Quednau, Karl	Auto Mechanic Helper	6/23/20 - 12/23/20	Extended Probation

**POSITION CHANGE PROBATIONARY APPOINTMENT**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Evans, Rebecca	12 Month 40 hr. Senior Typist	7/1/20-12/31/20	From 12 Month 40 hr. Typist

**TEMPORARY APPOINTMENT: INSTRUCTIONAL**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	RATE
Schwarz, Laura	Social Worker/Summer	7/1/2020-8/31/2020	\$40/Hr.

**TEMPORARY APPOINTMENT: NON-INSTRUCTIONAL**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	RATE	REMARKS
Knight, Patricia	Cook Manager	7/1/20 – 8/31/20		On Step Up to 65 hrs

Blakely, Sabrina Summer Nursing 6/29/20 – 8/31/20 On Step Up to 150 hrs  
 Elmendorf, Suellen Summer Nursing 6/29/20 – 8/31/20 On Step Up to 100 hrs  
 Karen Hanson Summer Nursing 6/29/20 – 8/31/20 On Step Up to 120 hrs  
 Kight, Heather Summer Nursing 6/29/20 – 8/31/20 On Step Up to 80 hrs  
 Brower, Alison Summer Nursing 6/29/20 – 8/31/20 On Step Up to 80 hrs  
 Benjamin, Roger Custodial Worker 6/29/20 – 8/31/20 \$15.00/Hr Summer Work  
 Benjamin, Scott Custodial Worker 6/29/20 – 8/31/20 \$15.00/Hr Summer Work  
 Benjamin, Stewart Custodial Worker 6/29/20 – 8/31/20 \$15.00/Hr Summer Work  
 Davis, Loretta Custodial Worker 6/29/20 – 8/31/20 \$15.00/Hr Summer Work  
 Gille, Ella Custodial Worker 6/29/20 – 8/31/20 \$15.00/Hr Summer Work  
 Jansen, Tina Custodial Worker 6/29/20 – 8/31/20 \$15.00/Hr Summer Work  
 Plourde, Joanne Custodial Worker 6/29/20 – 8/31/20 \$15.00/Hr Summer Work  
 VanLeuvan, Maria Custodial Worker 6/29/20 – 8/31/20 On Step Summer Work

**11.03 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations***Recommended Action:* The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #6/20, Confidential, as reviewed by Trustee Warren**11.04 Budget Transfer***Recommended Action:* The Superintendent recommends the transfer of \$190,750.12 in funds between current and retiree health insurance budgets.

From To

Amount Budget Code Budget Code  
90,750.12 A9060.875.10 A9060.800-10

11.05 Approve Hazard Pay for Confidential Managerial Staff from Central Administration  
*Recommended Action:* The Board of Education hereby approves \$2,250 of hazard pay for the Confidential Managerial Staff in Central Administration and the Treasurer.

11.06 Financial Report - May  
*Recommended Action:* The Board of Education has reviewed and hereby accepts the Financial Report from May 2020

11.07 Warrants  
*Recommended Action:* The Board of Education has reviewed and hereby accepts Warrant Schedule 10

## 12. New Business

12.01 The Board will discuss New Business

Consider Health & Wellness Committee to formally offer its comments and suggestions on the reopening plans and voice Board's comments and suggestions

- Part of charge of committee
- Trustee Ratcliff and Trustee DeJesus on committee
  - Board to forward comments and suggestions on reopening to Board representatives on committee
    - Send to all Board as well
- Chair of committee to create an online meeting for this purpose
- Health & Wellness committee to report back

Where are we with sending a Survey to parents about family's experience with Remote Learning?

- Saugerties put out a 15 minutes survey 3 days ago – for families' perspective
- Especially important for families with a special needs child that had services
- When brought up last time parents and teachers asked to not send survey at that time – they were overwhelmed and needed to have on-line learning being the priority
  - Need for involvement from all stakeholder groups: community, teachers, health care providers, mental health providers, etc.
- Remote learning brought challenges to students, families and teachers
- Families would be happy to give their feedback
- Assistant Superintendent for Curriculum & Instruction, Jodi DeLucia said that the administration is looking for feedback from every stakeholder group on scenarios for September, including remote learning
- Board needs to be better in communication, outreach, innovative and proactive ways the Board reaches out to people
  - Get feedback now, while it's fresh in people's recollection
  - Some parents will not feel comfortable sending their students to school
- Receive feedback on what is working and what can be improved- receive anecdotal information
- Perhaps Ad Hoc Communications Committee can look for surveys and create an introduction letter

- Communication is part of Board Goals – do in conjunction with administration
  - Currently, have a good and honest relationship with Superintendent
- Ask questions that yield good results for faculty and staff in informing instructional practice
- The Ad Hoc committee will confer as soon as possible and come back to Board, then will collaborate with Superintendent and report back to the Board

### 13. Old Business

#### 13.01 The Board will discuss Old Business

Canvassing the votes will be streamed live – links on Board calendar

- After all are counted, District Clerk will verify votes

District Clerk to poll Board on June 23 meeting to approve the vote

### 14. Request For Information

#### 14.01 Discuss Requests for Information

Trustee Storey asked what will the academic reinforcement be for HS? What teachers will be teaching it? Are there guidelines or a syllabus? Previously in MS, now in HS. Change of MS Academic intervention is resource room

### 15. Adjournment

#### 15.01 Exit Executive Session and Adjourn. Next meeting is TBD to accept the vote.

*Recommended Action:* Motion to adjourn at 8:20

Motioned: Trustee DeJesus

Seconded: Trustee Osmond

Result: Unanimous

Yea: Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee DeJesus

Not Present: Trustee Warren, Trustee Salem

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Laurie Osmond, Rob Kurnit, Valerie Storey, Kevin Salem, Bennet Ratcliff,  
Robert Burke Warren, Dafne DeJesus

# ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION  
BOICEVILLE, NEW YORK 12412

SPECIAL MEETING

7:00 p.m.

MINUTES

**TUESDAY, JUNE 23, 2020**

TELECONFERENCING

## **Congratulations to the Class of 2020**

The Board of Education wishes to congratulate the Graduating Class of the Onteora Central School District of 2020, to thank them for their contribution to the District and to wish them every success and happiness for the future.

### **1. Opening Items**

1.01 Call to Order 7:00

1.02 Tobacco Policy Statement

1.03 Roll Call

Present: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Warren, Trustee DeJesus

Not Present: Trustee Ratcliff, Trustee Salem

### **2. Minutes**

2.01 Approve Minutes

*Recommended Action:* The Board of Education hereby approves the minutes of the June 11, 2020 and June 16, 2020 Board Meetings

Motioned: Trustee Kurnit

Seconded: Trustee Warren

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Warren, Trustee DeJesus

Not Present: Trustee Ratcliff, Trustee Salem

Now Present

Trustee Ratcliff arrived at 7:10

### **3. Discussion & Possible Action**

3.01 Declaration of Votes Cast Proposition 1

*Recommended Action:* The Board of Education hereby certifies the votes cast for Proposition 1: 2020-2021 Budget: \$57,938,452

Yes: 1,843 No: 707

Motioned: Trustee Kurnit

Seconded: Trustee Warren

- Thank you to the public for turning out for the budget vote in extraordinary times

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Warren, Trustee DeJesus, Trustee Ratcliff

Not Present: Trustee Salem

3.02 Board Seats - Declaration of Votes Cast

*Recommended Action:* The Board hereby certifies the votes cast for the 3 Board

## Seats

Three Vacancies:

3 year terms - Effective July 1, 2020 to June 30, 2023

Declaration of Votes Cast:

Laurie Osmond: 1,973

Bennet Ratcliff: 1,956

Emily Sherry: 2,015

Motioned: Trustee Osmond

Seconded: Trustee Ratcliff

- Thank you Trustee Warren for his service on the Board and service to his community particularly after his child had graduated

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Warren, Trustee

DeJesus, Trustee Ratcliff

Not Present: Trustee Salem

## 3.03 Approve ICR - Partnership for Education

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Ontario Central School District approve the Independent Contractor Retainer between the Ontario Central School District and Family & Educational Consultants LLC DBA Partnership for Education retained as Speech, Physical and Occupational Therapy effective 7/1/2020 – 8/30/2020 at a rate of \$85.00 per 30 minute session with no fringe benefits or deductions and authorizes the Superintendent to sign such an agreement.

Motioned: Trustee Storey

Seconded: Trustee DeJesus

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Warren, Trustee

DeJesus, Trustee Ratcliff

Not Present: Trustee Salem

## 3.04 Approve Donation of Books

*Recommended Action:* The Board of Education hereby approves the donation of \$3,000 books from the Pine Hill Library.

Motioned: Trustee DeJesus

Seconded: Trustee Kurnit

- Thank you, very generous

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Warren, Trustee

DeJesus, Trustee Ratcliff

Not Present: Trustee Salem

Now Present:

Trustee Salem arrived at 7:20

## 3.05 Discuss Self-Evaluation

- Good to reflect on performance in public

Motion to table until next meeting since it was posted today

Motioned: Trustee Osmond

Seconded: Trustee Ratcliff

- Trustee Warren agrees that since he will no longer on the Board – he can participate as member of the public

Result: Unanimous

Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Warren, Trustee DeJesus, Trustee Ratcliff, Trustee Salem

#### 4. Consent Agenda

##### 4.01 Approve Consent Agenda

*Recommended Action:* The Board hereby approves item numbers 4.02-4.09

Motioned: Trustee DeJesus

Seconded: Trustee Ratcliff

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Warren, Trustee DeJesus, Trustee Ratcliff, Trustee Salem

##### 4.02 Personnel Agenda

###### **APPOINTMENT: INSTRUCTIONAL**

###### **FULL-TIME PROBATIONARY APPOINTMENT**

Be it hereby resolved that the Board appoints:

Agostinoni, Carly, certified in Special Education, to a 3 year probationary period in the tenure area of Special Education at a salary of Step 6 (replaces Ciaccio, Pam) commencing on 8/1/2020 and ending on 7/30/2023.

Be it further resolved that, to the extent applicable under Education Law Section 3012-d and the accompanying Commissioner's Regulations, in order to be considered for tenure, the above teachers must have received and APPR rating of effective or highly effective in two of the three probationary years and must not receive an ineffective in the third year.

Be it hereby resolved that the Board appoints:

Amodeo, Bernadette, certified in Elementary, to a 4 year probationary period in the tenure area of Elementary at a salary of 2MA commencing on 9/1/2020 and ending on 8/30/2024.

Be it further resolved that, to the extent applicable under Education Law Section 3012-d and the accompanying Commissioner's Regulations, in order to be considered for tenure, the above teachers must have received and APPR rating of effective or highly effective in three of the four probationary years and must not receive an ineffective in the fourth year.

Be it hereby resolved that the Board appoints:

Weidner, Sandra, certified in Business and Distributive Education, to a 3 year probationary period in the tenure area of Business and Distributive Education at a salary of 3MA (replaces Prutzman, Wilbur) commencing on 7/1/2020 and ending on 6/30/2023.

Be it further resolved that, to the extent applicable under Education Law Section 3012-d and the accompanying Commissioner's Regulations, in order to be considered for tenure, the above teachers must have received and APPR rating of effective or highly effective in two of the three probationary years and must not receive an ineffective in the third year.

###### **EXTRA DUTY STIPENDS**

NAME	POSITION	AMOUNT
Chartrand, Lou	Sixth Teaching Assignment	\$8,114.00
Elmendorf, Suellen	Nursing Coordinator	\$2,615.00
Ryan, Matt	Elementary Rec.	\$4,266.00

###### **RESIGNATIONS: INSTRUCTIONAL**

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Hoy, Laurie	Teaching Assistant/Phoenicia Elem.	9/2/2020	Retirement

## 4.03 Approve the Statement of the Chair for the 2020-2021 Budget Vote &amp; Election

*Recommended Action:* The Board of Education hereby approves of the Statement of the Chair for the 2020-2021 Budget Vote and Board of Education Election.

## 4.04 Approve Appointments

*Recommended Action:* The Board of Education hereby approves the Appointments of District Officers, Stipends/Fees, effective July 1, 2020, and authorizes the Superintendent of Schools to sign all necessary contracts:

District Clerk:	Fern Amster	\$15,000 (hours not to exceed the equivalent of \$15,000 in overtime for the 7/1/20-6/30/21 school year)
Treasurer:	Deb D'Aprile	As per terms of employment
Deputy District Treasurer:	Amanda Gates	-0-
Claims Auditor:	Lindsey Brower	\$5,712
School Tax Collector:	Cheryl Berryann	-0-
Deputy Tax Collector:	Amanda Gates	-0-
Purchasing Agent:	Monica LaClair	-0-

## 4.05 Approve Contract for Medical Director for 2020-2021

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the contract between the Onteora Central School District and Suellen Elmendorf, as District Medical Director effective July 1, 2020 to June 30, 2021 at a rate of \$1,668.50/month to a maximum of \$20,022 and authorizes the Superintendent to sign such an agreement.

## 4.06 Terms and Conditions for Confidential Staff

*Recommended Action:* BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the 2020-2021 terms and conditions for the Confidential Staff and the 2020-2021 contract for the District Treasurer

## 4.07 Approve Treasurer's Contract for 2020-2021

*Recommended Action:* The Board of Education hereby approves the contract for the Treasurer for the 2020-2021 school year.

## 4.08 Approve Contract for Assistant Superintendent for Business, Monica LaClair

*Recommended Action:* The Board of Education hereby approves the contract for the Assistant Superintendent for Business, for the 2020-2021 school year.

## 4.09 Cooperative Blanket Bidding

*Recommended Action:* WHEREAS it is the desire of the participating school districts of the Board of Cooperative Educational Services, Ulster County, adopting this resolution to jointly request bids for certain commodities to be determined by the Superintendent of this school district from time to time for the 2020-21 school year, NOW, therefore, be it RESOLVED that the \_\_Onteora\_\_ School District hereby agrees to participate with other school districts of the Board of Cooperative Educational Services, Ulster County, New York, in the joint bidding of commodities to be requested by the school district Purchasing Agent and approved by the Superintendent; and be it further RESOLVED that the specifications as prepared by the Steering Committee of

participating school districts and presented to this Board of Education will be used and that this Board, if it desires to purchase these commodities agrees to purchase said commodities at the lowest bid price recommended by the Steering Committee of the joint school districts; provided, however, that each participating Board of Education in exercising its legal responsibilities, has the right to reject and/or modify the recommendation of the Steering Committee in the awarding of the bid; and be it further

RESOLVED that the invitation to bid will be advertised by BOCES in the Kingston Daily Freeman, the Middletown Times Herald Record and the Poughkeepsie Journal in accordance with the provisions of Section 103 of the General Municipal Law.

### Old Business

- Ad Hoc Communications Committee is meeting, have been reaching out – give input on surveys
- Trustee Ratcliff had conversation with Panorama

### Request For Information

Trustee Storey asked if the District has looked into getting more home tutors – doctors may not let students come back to school if they are compromised

- If someone is medically excused because of medical, won't let tutor in there
- Huge shortage now, at secondary has to be subject specific
- Talking to a company that has home tutors online

### 5. Adjournment

5.01 Next meeting is July 7, 2020

*Recommended Action:* Motion to exit executive session and adjourn at 6:35


Motioned: Trustee DeJesus

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Warren, Trustee DeJesus, Trustee Ratcliff, Trustee Salem

Minutes Recorded by Fern Amster,  
District Clerk



Board of Education: Laurie Osmond, Rob Kurnit, Valerie Storey, Kevin Salem, Bennet Ratcliff, Robert Burke Warren, Dafne DeJesus