

**ADIRONDACK CENTRAL SCHOOL  
WEST LEYDEN ELEMENTARY  
REGULAR MEETING  
WEST LEYDEN, NY 13489**

**REGULAR BOARD MEETING MINUTES – October 11, 2016**

| <b>MEMBERS PRESENT</b>   | <b>OTHERS PRESENT</b>  |
|--|--|
| John Abdo - President<br>Richard Gallo – Vice-President<br>Sandra Beasock<br>Mark Emery<br>Michael Kramer<br>Doug Muha<br>Almanda Sturtevant | Edward Niznik Superintendent,<br>Sharon Cihocki, Business Administrator,<br>Michelle Freeman, District Clerk,<br>Wendy Keehfus-Jones, BE Principal; Linda Guernsey, FPT Principal;<br>Heidi Smith, HS Principal; Kim Mursch, Asst. HS Principal, Mark<br>Trabucco, MS Principal; Dan Roberts, WL Principal; Wendy Foye,<br>CSE Director; Cynthia Lauzon, Dir. of Health, PE & Athletics;<br>Robert Healt, Director of Facilities III;<br>Marie Yager, April Montana, Jan Denslow |
| <b><u>MEMBERS EXCUSED:</u></b>   |  |

At 7:19 p.m. Mr. Abdo called the Regular meeting to order.

**PUBLIC FORUM:**

April Montana – spoke regarding a rumor she heard about a possible threat to the school and wanted to know why parents weren't notified and what steps are taken when there is a threat.

Cheryl Shusdock – spoke regarding the amount of homework given to young children.

Marie Yager – spoke regarding the No Child Left Behind Act, she wants to see every child get a quality education.

Public forum ended at 7:40 p.m.

**ADMINISTRATOR REPORTS:**

**Mr. Roberts** – West Leyden Principal:

- Scholastic Book Fair coming up.
- Will be holding a math and movie family night.
- Fire safety event will be held the last week in October.

**Mrs. Smith** – High School Principal:

- Spirit week this week with a dance, game, chicken BBQ.
- Manufacturing trip, Drone event and meet your Congressmen breakfast coming up.

**Mrs. Keehfus-Jones** – Boonville Elementary Principal:

- Had 83% participation at the Boonville Elementary Open House this year.
- Spirit Week, little kids love participating.
- PTA will be having a fall festival on October 27<sup>th</sup>. SRO coming in to talk about Halloween safety.
- Grade level meetings have been held. Professional development for social studies framework.

**Mr. Trabucco** – Middle School Principal:

- 120 parents attended Open House.
- “Don’t Be The Bully” author did a webinar with students. Book was aligned with unit in ELA class.
- 7<sup>th</sup> graders traveled to Albany, met with a member of congress, had a great trip, will do again.

**Mrs. Foye** – CSE Director:

- September was busy for meetings, held fifty-five 504 review meetings in addition to CSE and CPSE.
- Adirondack received a \$27,172 in grant money from REAP.
- SED issued memo regarding Homeless Act – will be reviewing policy to meet compliance.

**Mrs. Mursch** – Assistant High School Principal:

- Evacuations, lockdowns and drills have been completed.
- Attended two safety workshops, working on implementing what was learned.
- Excited for homecoming this weekend, twin day coming up.

**Mrs. Guernsey** – Forestport Principal:

**Absent**

**Ms. Lauzon** – Director of PE, Health & Athletics:

- Thank you to everyone for supporting Spirit Week.
- Homecoming game will be Friday night under the lights.
- Girls swim team has lost only 1 meet, locked in for sectionals.
- Adirondack’s Federal PEP Grant was reviewed, but not chosen. Only 16 applicants were chosen out of 352. Looking at positive of the fact it was reviewed.

Mr. Niznik thanked Ms. Lauzon for her time and effort in applying for the grant.

**Robert Healt** – Director of Facilities III:

- Last inspections were completed.
- Clean sweep pickup of chemicals in the district was done.
- Heating issues in the high school and West Leyden. Boilers have come on-line.

**CONSENT AGENDA:**

Mr. Emery moved and Mrs. Beasock seconded, carried 7-0, the Board approved the following by a consensus motion:

**Minutes:**

September 13, 2016 Regular Meeting.

**Non-Teaching/Teaching Substitutes:**

**Non-Teaching:**

- >> Barbara Klis – Food Service Helper, School monitor.
- >> Melanie Race – Bus Attendant
- >> Christopher Bailey – Bus Attendant
- >> Elisa Palczak – Teacher Aide

\* pending background clearance\*

**Field Trips:**

|  |   |
|--|---|
| Economics students to Oneida Co. Office Building in Utica      | 10/12, 10/26, 11/9, 11/30, 12/14, 1/11/17 |
| Technology Students to Lowville                                | 10/13/16                                  |
| Spanish Club students to Dodge Pratt Northam                   | 10/17/16                                  |
| HS Science students to Beeches in Rome                         | 10/18/16                                  |
| Business Class to Beeches in Rome                              | 10/19/16                                  |
| 12:1:1 Life Skills Class to TOPS market                        | 10/21, 12/16, 2/10, 4/28, 6/2/17          |
| Skills USA students to BOCES in New Hartford                   | 10/24/16                                  |
| WL 4 <sup>th</sup> & 5 <sup>th</sup> grade students to BREIA   | 10/24/16                                  |
| Senior Seminar students to Sturgess Manufacturing in Utica     | 10/28/16                                  |
| Seniors to MVCC  | 11/18/16                                  |
| Mrs. Stoquert’s students in BE to business/park in the village | Throughout the year                       |
| Boonville Elementary students to Sunset Nursing Home           | Throughout the year                       |
| HS ELA students to Landmark Theatre in Syracuse                | 3/16/17                                   |

**Building Use:**

|  |  |
|--|--|
| Related Professionals Union to use the MS library          | 10/13/16, 01/19, 03/16, 5/11, 6/6/17                     |
| ACS Varsity Club to use the HS gym                         | 10/16/16   |
| West Leyden PTA to use the WL cafeteria                    | 10/11, 11/8, 12/13, 1/10, 2/14, 3/14, 4/11, 5/9, 6/13/17 |
| West Leyden PTA to use the WL gym and cafeteria            | 10/18/16   |
| MS PTSA to use the MS library/Computer Lab                 | 10/18, 11/21, 12/20, 1/17, 2/28, 3/20, 4/25, 5/15/17     |
| Boonville Elem PTA to use the BE cafeteria                 | 10/24, 11/28, 1/23, 2/27, 3/27,4/24, 5/22/17             |
| Forestport PTA to use the multipurpose room                | 10/26/16   |
| Boonville Elem PTA to use the BE gym and cafeteria         | 10/27/16   |
| ACS Varsity Club to use the HS gym                         | 10/27/16   |
| Girls Indoor Soccer to use the BE gym                      | Thursdays, 11/3 – 01/05/17                               |
| Talcottville Cemetery Association to use the BE auditorium | 12/17/16   |
| Varsity Club to use the HS gym                             | 2/28/17  |

**Mrs. Beasock moved and Mr. Gallo seconded, carried 7-0, the Board approved the following:**

**2015-2016 Audit:**

**RESOLVED**, that the School District audits for 2015-2016 including general purpose financial statements and Extra-Curricular Activity funds as presented by Mr. Mark Hills of the Accounting Firm Stackel and Navarra, CPA, PLLC, Watertown, New York, be adopted.

**Support Staff:**

Resolved that, upon the recommendation of the Superintendent, the Board approve the following support staff:

| <i>Name</i>      | <i>Position</i> | <i>Civil Service Classification</i> | <i>Type of Appointment</i> | <i>Effective Date</i> | <i>Rate of Pay</i> |
|------------------|-----------------|-------------------------------------|----------------------------|-----------------------|--------------------|
| Kathrynne Draper | Bus Attendant   | Non-Competitive                     | 26-week probationary       | 10/03/16              | Grade 6, Step 1    |

**Leave of Absence:**

Resolved that, upon the recommendation of the Superintendent, the Board approved the request for a leave of absence from Michelle Zeigler, Library Aide, October 12, 2016 to June 30, 2017.

**Permanent Substitute:**

Resolved that, upon the recommendation of the Superintendent, the Board approved Michelle Zeigler as a permanent substitute for the 2016-2017 school year, effective October 12, 2016 to June 30, 2017, D1, Step 1.

**Effective Date:**

Resolved that, upon the recommendation of the Superintendent, the Board approved the effective date of Ms. Courtney Foll, ELA teacher, as September 26, 2016.

**Retirement Date:**

Resolved that, upon the recommendation of the Superintendent, the Board amend the retirement date of Mrs. Linda Fallon, Teacher Aide, from the original date of October 7, 2016 to November 28, 2016.

**Coaches:**

Resolved that, upon the recommendation of the Superintendent, the Board approved the following coaches and volunteer coach:

JV Boys Basketball – Matt Sprowell

MOD A Boys Basketball – Jeremy Youngs

JV Girls Basketball - Pat Fiorenza

MOD B Girls Basketball - Ashley Zeigler

MOD B Girls Basketball (volunteer) - Miranda Zimmer

**Surplus Equipment/Books:**

Resolved that, upon the recommendation of the Superintendent, the Board declared equipment and/or textbooks from the District as surplus and be disposed of in the most expedient manner as per the discretion of the Superintendent of Schools.

**Snow Plow Bid:**

Resolved that, upon the recommendation of the Superintendent, the Board accepted the snow plow bid to plow West Leyden Elementary submitted by Deveines Enterprises for the 2016-2017 winter season.

**Property Tax Adjustments:**

Resolved that, upon the recommendation of the Superintendent, the Board approved the following tax bill adjustments:

>> Parcel 064-1-11.3 Town of Ohio adjustment of \$42.11 due to property reassessment.

>> Parcel 47.000-1-6.5 Town of Boonville adjustment of \$1241.57 due to tax exemption.

**Transfer of Funds:**

Resolved that, upon the recommendation of the Superintendent, the Board approved the following transfer of funds:

>> Transfer of \$35,000 from account 2110.120-00 to 1621.400-01 for security cameras.

**Committee on Special Education:**

Resolved that, upon the recommendation of the Committee on Special Education, the Board granted approval for placement of students.

**Budget Transfers:**

Resolved that, upon the recommendation of the Superintendent, the Board approved the Budget Transfers for September 2016.

**Transfer of Funds:**

Resolved that, upon the recommendation of the Superintendent, the Board approved the request for the District Treasurer to advance \$115,000 to the School Lunch Fund.

**INFORMATION AND DISCUSSION {Enclosures}:**

➤ Warrants:

- General Fund Warrant #4 and #5
- Lunch Fund Warrant #3
- Capital Fund Warrant #3
- Special Aid Warrant #3

➤ Revenue & Status Reports

- General Fund Revenue
- Lunch Fund Revenue
- Special Aid Revenue
- General Fund Budget Status
- Lunch Fund Budget Status
- Capital Fund Budget Status

➤ Treasurer's Reports – July 31 & August 31, 2016

**Summer Bus Cleaner:**

Mr. Kramer moved and Mr. Emery seconded, carried 7-0; be it resolved that, upon the recommendation of the Superintendent, the Board approved the rate of pay for the summer bus cleaner be \$14.00 an hour effective July 1, 2016.

**HANDOUTS:**

- ACS Enrollment as of October 1, 2016
- District Calendar – Month of October
- Claims Auditor Report for September 2016
- Conferences approved by the Superintendent

At 8:05 p.m. Mrs. Sturtevant moved and Mr. Muha seconded, carried 7-0; to go into executive session to discuss negotiations.

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**Michelle Freeman, District Clerk**

Mr. Gallo moved and Mrs. Sturtevant seconded, carried 7-0; the Board appointed Mr. Edward Niznik as Clerk Pro-Tem in the absence of the District Clerk.

Board members returned from executive session at 9:53 p.m. Mr. Emery moved and Mrs. Beasock seconded; carried 7-0, to go into regular session.

**19A Trainer:**

Mrs. Sturtevant moved and Mr. Muha seconded, carried 7-0; be it resolved that upon the recommendation of the Superintendent, the Board approved Mrs. Mary Wahl's rate of pay increase from \$30 to \$35 for 19A Training.

Mrs. Sturtevant moved and Mr. Abdo seconded, carried 7-0; the Board adjourned at 10:04 p.m. to the Regular Meeting to be held on Tuesday, November 8, 2016 in the High School cafeteria at 7:00 p.m.

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**Edward S. Niznik, Clerk Pro-Tem**