

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

**REGULAR BOARD MEETING MINUTES – October 10, 2017**

| <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, Director of Curriculum; Heidi Smith, HS Principal; Dan Roberts, Asst. HS Principal, Cynthia Lauzon, MS Principal/Athletic Director; Carl Klossner, Interim WL Principal; Wendy Foye, FPT Principal/CSE Director;<br>Marie Yager, Jill Schafer, Joan Sturtevant, Jan Denslow, Alicia Morales, Richard Chrisman, |
| <b><u>MEMBERS EXCUSED:</u></b>   |  |

At 7:02 p.m. Mr. Abdo called the Regular meeting to order and led the pledge of allegiance.

**BOARD APPRECIATION:**

Board appreciation week is October 23<sup>rd</sup> – 27<sup>th</sup>, but since there isn't a meeting at that time, Mr. Niznik recognized board members at this meeting. In appreciation for their time and dedication to the district, they were presented with a leather portfolio.

**PUBLIC FORUM:**

No one came forward for public forum.

**ADMINISTRATOR REPORTS:**

**Mr. Klossner** – Interim West Leyden Principal:

- He hoped everyone enjoyed the building tour.
- Safety drills, fire drills, evaluation and lockdown drills have been completed. Safety committee met and had some recommendations regarding the parking area, changing directions. Elevator can be locked now that they have keys.
- Would like to give credit to Mr. Healt who has helped him with getting stop signs for when students cross the road and help with ordering 2-way radios.
- Students have gone on field trips to Potato Hill Farm for biking and hiking.
- West Leyden PTA is sponsoring a “Trunk or Treat” for Halloween. This will be a supervised activity.
- Bullying presentation coming up and Mrs. Ely will be doing a video regarding bullying.
- Congratulations to Mrs. Spellicy who will be out for a while after the birth of her daughter.
- Water Safari will be offering a reading/ticket program to students.

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

- A Financial Aid night was held with 50 students and parents in attendance.
- Mr. Granato's students will be going on a manufacturing field trip on the 13<sup>th</sup>.
- Green and white weekend dance will be on the 14<sup>th</sup>.
- High School Concert/Art show will be on November 2<sup>nd</sup>.

**Mr. Roberts** – Asst. High School Principal:

- Finished safety drills in September, fire drills, evacuation drill and lockdown.
- Attended the Drone Workshop in Rome, wonderful venue, very different flying drones inside than outside, factors to consider.
- Wonderful experience to see all the pink the students displayed for Pink Day in observance of Kick Out Cancer.

**Ms. Lauzon** – Middle School Principal/Athletic Director:

- In sports – Spirit Week this week – Pink Day, Twin Day, Favorite Sport Day, Pep Rally.
- Booster Club meeting very well attended. November 1<sup>st</sup> is the next meeting. Always looking for members.
- In need of coaches, boys/girls basketball, Nordic ski.
- Safety drills have been completed.
- There are still smiles on everyone's faces at the middle school.
- Advisors doing a great job with the extra-curricular clubs.
- National Jr. Honor Society inductions coming up on the 19<sup>th</sup>.
- Thank you to Mrs. Brown and Mrs. Sturtevant on a great art project being put together.
- Students went on a field trip to Lake Delta.
- Completed STAR testing.

**Mrs. Foye** – Forestport Principal/CSE Director:

- Drills, evacuations and lockdowns have been completed.
- On 10/27 there will be a Halloween night.
- Joined the Forestport PTA for a very nice dinner at the Roselawn, did some training.
- Open house had a fantastic turnout – students were excited.
- March-June alternative assessments.

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

- Open house was a huge success. There was ice cream and silent auction.
- Grades 3,4, and 5 are experimenting with 20 minutes of lunch and 20 minutes of recess every day.
- Completed STAR testing.
- 5<sup>th</sup> graders from West Leyden, Boonville and Forestport who are in Chorus will be going to Syracuse to see the Lion King.
- Boonville Elementary will have their first invitational Veteran’s Day celebration.

**Mrs. Guernsey** – Director of Curriculum, Instruction, Assessment & Data:

- Thank you to all K-8 teachers for having completed the STAR testing.
- Adam Zehr our Data Analyst is updating the Data Dashboard for us.
- BEDS day was last Wednesday, done electronically now.
- Elementary grade level meetings have been held. Will do again at the end of October.

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

No Report.

**CONSENT AGENDA:**

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

**Minutes:**

September 12, 2017 Regular Meeting.

**Non-Teaching/Teaching Substitutes:**

Non-teaching Substitutes:

- >> Todd Backer – Groundswoker/Cleaner >> Jodie Wheeler – Groundswoker/Cleaner
- >> Gordon Hastwell – Groundswoker/Cleaner >> Dianna Zeigler – Bus Attendant
- >> Tina Reid – Food Service Helper

Teaching Substitutes:

- >>Erika Charbonneau - Teacher

**Field Trips:**

|  |   |
|--|---|
| HS Technology students to Otis Technology & Neenah Paper                 | 10/13/17                                |
| WL 3 <sup>rd</sup> graders to Potato Hill Farm                           | 10/16/17                                |
| Boonville Elementary 3 <sup>rd</sup> graders to Potato Hill Farm         | 10/19/17                                |
| Boonville Elementary 5 <sup>th</sup> graders to Potato Hill Farm         | 10/20/17                                |
| 12:1:3:1 students at BE to Tops in Boonville                             | 10/20, 12/15, 1/19, 3/9, 4/13, 5/4, 6/8 |
| 12:1:3:1students at HS to Tops in Boonville                              | 10/25, 12/20, 2/28 & 4/18               |
| Boonville Elementary 2 <sup>nd</sup> graders to Potato Hill Farm         | 10/26/17                                |
| West Leyden & Forestport 5 <sup>th</sup> graders to the Landmark Theatre | 11/9/17                                 |
| Quiz Bowl students to Ithaca   | 11/11/17                                |
| Math Honor Society to MVCC   | 11/16/17                                |
| NYSSMA student to Rochester for Winter Conference                        | 11/30 – 12/4/17                         |
| National Honor Society to Watertown High School                          | 3/28/18                                 |
| Mrs. Stoquert’s students in BE to business/park in the village           | Throughout the year                     |
| Government Students to NYS Office & Oneida Co. Office Buildings          | 10/11,10/25, 11/8, 11/29, 12/6/17       |
| 12 <sup>th</sup> graders to MVCC for open house                          | 11/17/17                                |

**Building Use:**

|   |                |
|---|----------------|
| Class of 2019 to use A-wing parking lot & A-wing for fundraiser   | 10/14/17       |
| West Leyden PTA to use cafeteria for monthly meetings   | October – June |
| West Leyden PTA to use field across from school for Halloween activity  | 10/31/17       |
| American Red Cross & Rome Hospital to use HS multipurpose room & table during lunch, gym foyer and concession stand | 11/2/17        |
| Boonville Elks to use HS gym for Hoop Shoot   | 11/11/17       |
| Adirondack Related Professionals Union to use MS library for general meetings                                       | Nov. - June    |
| National Honor Society to use HS cafeteria and hallway by greenhouse for Semi-Formal                                | 11/18/17       |
| Adirondack Related Professionals Union to use MS library as needed for negotiation meetings                         | As needed      |
| National Honor Society to use auditorium & concession stand for inductions & senior rec                             | 4/17/18        |
| West Leyden 4 <sup>th</sup> & 5 <sup>th</sup> grades to use gym, cafeteria, restrooms, room 126 and hallways        | 6/1/18         |

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

**2016-2017 Audit:**

**RESOLVED**, that the School District audits for 2016-2017 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.

**Poll Vote:** Mr. Emery, Mr. Kramer, Mrs. Beasock, Mr. Abdo, Mr. Gallo, Mrs. Sturtevant, Mr. Muha  
**Yes: 7 No: 0 Absent: 0**

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

**Administrators’ MOA:**

Resolved that, upon the recommendation of the Superintendent, the Board approved the three-year Memorandum of Agreement between the Adirondack Central School District and the Adirondack Administrators’ Association for the period of July 1, 2017 to June 30, 2020.

**Professional Staff:**

Resolved that, upon the recommendation of the Superintendent, the Board approved the following Professional Staff:

| <i>Name</i>  | <i>Subject Area</i> | <i>Type of Appointment</i> | <i>Duration of Appointment</i> | <i>Certification</i> | <i>Effective Date</i> | <i>Rate of Pay</i> |
|--------------|---------------------|----------------------------|--------------------------------|----------------------|-----------------------|--------------------|
| Jill Schafer | Administrator       | Probationary               | 4-years                        | Initial              | 11/13/17              | \$80,000           |

*\*“This expiration date is tentative and conditional only. Except to the extent required by the applicable provision of Section 3012 of the Education Law, in order to be granted tenure the principal must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher or principal (as applicable) receives an ineffective composite or overall rating in the final year of probationary period the teacher or principal (as applicable) shall not be eligible for tenure at that time.”\**

**Support Staff:**

Resolved that, upon the recommendation of the Superintendent, the Board approved 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> |
|-----------------|---------------------------|-------------------------------------|----------------------------|-----------------------|--------------------|
| Lisa Peters     | Library Aide              | Non-Competitive                     | 26-week probationary       | 10/11/17              | Grade 12, Step 9   |
| Joseph Podkowka | Groundsworker/<br>Cleaner | Non-Competitive                     | 26-week probationary       | 10/11/17              | Grade 12, Step 1   |
| Patrick Fowler  | Bus Driver                | Non-Competitive                     | 26-week probationary       | 10/11/17              | Grade 20, Step 3   |

**ELA Teacher Resignation:**

Resolved that, upon the recommendation of the Superintendent, the Board accepted the resignation of Mrs. Heather Banek, English Teacher, effective October 14, 2017.

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

**Extra-Classroom Advisors:**

Resolved that, upon the recommendation of the Superintendent, the Board approved the following extra-classroom co-advisors:

>> Venice Martin and Jennifer Jedrich - Class of 2021

**Coaches:**

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

- Girls’ Varsity Basketball – Jeremy Youngs      Boys’ MOD A Basketball – Michael Santa Maria
- Girls’ MOD A Basketball – Dom Ventiquattro      Girls’ JV Volleyball – Sheri Underwood
- Girls’ MOD B Basketball – Kasy Heil
- Asst. MOD Co-Ed Track – Kasy Heil

**Traveling Indoor Track Team:**

Resolved that, upon the recommendation of the Superintendent, the Board approved three Adirondack athletes to be an Adirondack Team that will travel and participate along with South Lewis athletes in Indoor Track. Jack Bernard will serve as the Adirondack Team coach.

>> Tyler Fauvelle   >> Stone Lutz   >> Kaeleigh Moore

**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 2017-2018 winter season.

**Property Tax Adjustments:**

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

- >> Parcel 411.00-01-37.000 Town of Lewis, adjustment of \$257.92 due to property reassessment.
- >> Parcel 33.006-3-56 Village of Boonville adjustment of \$475.32 due to property reassessment.
- >> Parcel 33.005-1-32 Village of Boonville, adjustment of \$506.16 due to Enhanced Star exemption.

**Transfer of Funds:**

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

- >> Transfer of \$2400 from account A5510.571-12-5506 to account A5530.400-00-0000 for clean out of sewage in bus garage

**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 August 2017.

**Mr. Kramer moved and Mr. Gallo seconded, carried 7-0; the Board adopted the following resolution:****Energy Resolution:**

**WHEREAS**, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

**WHEREAS**, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

**WHEREAS**, *Adirondack Central School* (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

**WHEREAS**, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

**NOW THEREFORE, BE IT RESOLVED**, that this Board hereby determines that it is in the interests of the *Adirondack Central School* to participate in the NYSMEC, and authorizes and directs *Edward Niznik, Superintendent* (*insert name or title of Participant representative*) to sign the Agreement/and or the Billing Schedule and Agreement for electricity on its behalf; and

**BE IT FURTHER RESOLVED**, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of electricity delivered to the delivery point of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity electricity not to exceed \$.1048 (dollars) per kWh for a term of at least one year and no more than three years commencing May 1,2018, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

**BE IT FURTHER RESOLVED**, that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

**BE IT FURTHER RESOLVED**, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

**Poll Vote:** Mr. Emery, Mr. Kramer, Mrs. Beasock, Mr. Abdo, Mr. Gallo, Mrs. Sturtevant, Mr. Muha

**Yes:** 7 **No:** 0 **Absent:** 0.

**Ms. Sturtevant moved and Mr. Gallo seconded, carried 7-0, the Board approved the following:****Coach Resignation:**

Resolved that, upon the recommendation of the Superintendent, the Board of Education accepted the resignation of Matt Sprowell as coach of Boys JV Basketball and appoint him as a volunteer coach for the Boys Basketball Program.

**INFORMATION AND DISCUSSION {Enclosures}:****➤ Warrants:**

- General Fund Warrant #2 and #3
- Lunch Fund Warrant #2
- Capital Fund Warrant #2
- Special Aid Warrant #2

- Revenue & Status Reports
  - General Fund Revenue
  - Lunch Fund Revenue
  - Capital Fund Revenue
  - General Fund Budget Status
  - Lunch Fund Budget Status
  - Special Aid Budget Status
  - Capital Fund Budget Status
- Treasurer’s Reports –August 31, 2017
- Lunch/Breakfast Quarterly Report – April – June 30, 2017
- Adirondack Tax Rates
- Jeff-Lewis School Boards Fall Dinner Meeting – Watertown, NY - Reservations to Michelle by October 16th
- Fieldwork Observation:

| Name      | College   | Place of Observation                 | Hours    |
|-----------|---|--------------------------------------|----------|
| Amy Sears | Utica College – Psychology- Child life & Childhood, Special Education | Mrs. Hopsicker’s class at Forestport | 20 hours |

**HANDOUTS:**

- ACS Enrollment as of October 1, 2017
- District Calendar – Month of October
- Claims Auditor Report for August 2017
- Conferences approved by the Superintendent
- Conference Reports - *“Interlibrary Loan and Showcasing Your Resources”* – J. Benson, K. Roberts  
*“NYS Association for Foreign Language Teachers Summer Institute”* –S. Barlow, S. Nieman

At 7:37 p.m. Mr. Muha moved and Mr. Emery seconded, carried 7-0; to go into executive session to discuss negotiations.

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**Michelle Freeman, District Clerk**

Mr. Edward Niznik was appointed Clerk Pro-Tem in the absence of the District Clerk.

Board members returned from executive session at 9:23 p.m. Mr. Muha moved and Mr. Emery seconded; carried 7-0, to go into regular session.

Mrs. Beasock moved and Mr. Gallo seconded, carried 7-0; the Board adjourned at 9:24 p.m. to the Regular Meeting to be held on Tuesday, November 14, 2017 in the High School cafeteria at 7:00 p.m.

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