

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

**REGULAR BOARD MEETING MINUTES – October 9, 2018**

<b>MEMBERS PRESENT</b>	<b>OTHERS PRESENT</b>
John Abdo - President Richard Gallo – Vice-President Sandra Beasock Mark Emery Michael Kramer Doug Muha Almanda Sturtevant	Edward Niznik Superintendent, Sharon Cihocki, Business Administrator, Michelle Freeman, District Clerk, 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; Jill Schafer, WL Principal; Wendy Foye, FPT Principal/CSE Director; Marie Yager,
<b><u>MEMBERS EXCUSED:</u></b>	

At 7:04 p.m. Mr. Abdo called the Regular meeting to order and led the pledge of allegiance.

**PRESENTATIONS:**

**Enrollment:**

Mrs. Cihocki went over the 30-year student enrollment history of Adirondack and surrounding school districts including Holland Patent, Lowville, Remsen, Rome and South Lewis. She discussed the decline in enrollment in all of these districts and how it is going to continue into the future. This information was compiled from school BEDS data.

**Technology:**

Mrs. Schafer, WL Principal/Technology Director, updated the Board on the Smart Schools Bond, 2 of 3 shipments of hardware have arrived. Hopefully by the end of October all the hardware will be received as January 2019 is the target date to roll out the 1:1 Chromebooks for 6<sup>th</sup> graders. For students without internet, they will be able to do the work offline or 10<sup>th</sup> period, so no one is at a disadvantage for not having internet access. The new Tech Plan has been approved by the MORIC so now it has been submitted to the state which we are waiting to hear from.

Mrs. Schafer thanked Board members for all their support of professional development in technology.

**PUBLIC FORUM:**

No one for Public Forum.

**ADMINISTRATOR REPORTS:**

**Mrs. Schafer –West Leyden Principal:**

- Great feedback on STEAM Challenges that the elementary students are participating in.
- Had a wonderful turnout for Open House. Thank you to the PTA for providing the snacks.
- West Leyden Elementary PTA has many activities planned for this month.
- The West Leyden Fire Department will be coming for fire education demonstrating a smoke room for students.

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

- Open House was great.
- Boonville Fire Department demonstrate their smokehouse here on the 25<sup>th</sup>.
- Mrs. Boek, school nurse, has been going into the classrooms to get to know the students. She has reviewed the steps of CPR with 5<sup>th</sup> graders, proper handwashing with kindergartners and is doing an experiment with 2<sup>nd</sup> graders about clean and dirty hands involving a slice of bread.

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

- Open house was very well attended.
- Smokehouse was very well received by students.
- Students loved participating in Spirit Week.
- Forestport's Halloween Party is the 26<sup>th</sup>.
- Members of the Utica Comets hockey team are coming to meet with 4<sup>th</sup> and 5<sup>th</sup> grade PE classes

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

- Last week BEDS reporting was done. This reporting allows to collect accurate staffing/student enrollment data.
- 3-8 ELA/Math testing scores have been released. Working on getting comparisons.
- STAR testing completed – reading level report.
- Grade level meetings are coming up.
- AIS meetings held – updates done.
- Held a work sessions with school counselors to develop a District Counselors Plan.

**Mrs. Rowlands-Will** – Middle School Principal:

- Open House had a great turn out.
- National Jr. Honor Society will hold their induction ceremony on the 18<sup>th</sup>.
- October is Bullying Prevention Month.
- National Center for Missing and Exploited Children will be here in conjunction with the high school.
- First Halloween Dance as Principal is coming up, looking forward to it.
- Picture retakes for MS will be done on the 29<sup>th</sup>.

**Ms. Lauzon** –Athletic Director:

- Thank you to Mrs. Schafer and the Tech committee – learned a lot from today’s professional development.
- Very busy in the department of Athletics – 1<sup>st</sup> win for MOD football.
- Spirit Week – thank you for participating, Pep Rally was fun. Thank you to Boosters Club for their donation to each class to decorate and for winning prize, free T-shirts.
- Community Ed – sewing class is very popular.
- October 27<sup>th</sup> is the Invitational.

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

- Thank you to the Boosters Club and Ms. Lauzon for all they did for Spirit Week/Homecoming.
- Open House was well attended.
- 18 students have qualified for All- State (vocal).
- 9-12 graders are learning about internet awareness.
- AP US history students will be going to the Beeches in Rome for a congressional candidates’ forum.
- Thank you to the Board for supporting the professional development today.

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

- PSAT coming up tomorrow.
- Sophomore students will be going to BOCES to see what they offer.
- Tech students will be once again manufacturing corn-hole boards and new this year will be cooler stands.
- Homecoming/Spirit Week class decorating really showed students’ true character, the respect shown to each other during the decorating and after is a real testament to the district of the kind of students we have.

**Mr. Maneen** – Transportation Supervisor:

- Transportation off to a good start for the new school year.
- In talking with the bus drivers the biggest issue has been student behavior so for professional development today two speakers came in. One speaker was a martial arts teacher talking about how to handle if student gets out of control. The other speaker was from BOCES talking about how the student’s home life effects their bus ride to and from school.

**CONSENT AGENDA:**

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

**Minutes:**

September 11, 2018 Regular Meeting and September 26, 2018 Special Meeting.

**Non-Teaching/Teaching Substitutes:**

Non-teaching Substitutes:

>> Chris Bailey – Groundswoker/Cleaner >> Gene Peck – Bus Driver

>> April Martin – Food Service Helper, Teacher Aide, School Monitor

Teaching Substitutes:

>>Ken Leahy - Teacher

\*\* Pending Background Clearance\*\*

**Field Trips:**

Quiz Bowl team to Watertown	10-11-18
Boonville Pre-K students to Will’s Crackleberry Castle Pumpkin Farm	10-12-18
Technology students to North Country Manufacturing Day	10-12-18
Adirondack FFA members to Remsen Central School	10-15-18
Boonville Kindergarten to Teel Farm in Barneveld	10-17-18
AP US History students to The Beeches in Rome	10-17-18
Senior Seminar Class to Sturgess Manufacturing in Utica	10-19-18
Skills USA to Oneida-Herkimer BOCES	10-23-18
Youth Advisory Council students to Maple Ridge Center in Lowville	10-29-18
Senior Seminar Class to Crowne Plaza in Syracuse	1-11-19
MS band members to Darien Lake Music Fest	5-17-19
West Leyden Pre-K to the Utica Zoo	6-6-19
6 <sup>th</sup> graders to Oswegatchie in Croghan	6-11 and 6-12-19

**Building Use:**

Varsity Boys' Basketball to use the HS gym	10/11, 10/16, 10/18, 10/23, 10/25, 10/30, 11/1/18
Varsity Girls' Basketball to use the HS gym	Wednesdays 10/10 – 11/6/18
Class of 2019 to use the A-wing parking	10/13/18
Forestport PTA to use the music/art room	10/15/18, 11/6/18 and 12/6/18
West Leyden PTA to use the parking lot, cafeteria, gym	10/17/18
Related Professionals Union to use the MS library	10/18, 12/6/18, 2/7, 4/11, 5/16, 6/13/19
National Jr. Honor Society to use the HS aud. and MS cafeteria	10/18/18
West Leyden PTA to use the cafeteria	10/22, 10/23, 10/24/18
Boonville PTA to use the auditorium	10/22 – 10/26/18
National Jr. Honor Society to use the MS lobby	10/22 – 10/26/18
Lewis County FSA to use the HS cafeteria	10/23/18
Boonville PTA to use the gym, auditorium and cafeteria	10/25/18
MS Student Council to use the MS gym	10/26/18, 3/8/19, 5/10/19
National Jr. Honor Society to use the MS multipurpose room	10/26/18, 3/8/19, 5/10/19
Forestport PTA to use the multipurpose room and playground	10/26/18
Class of 2019 and 2021 to use the indoor and outdoor concessions	10/27/18
West Leyden PTA to use the parking lot and field	10/31/18
Adirondack Booster Club to use the HS library	1 <sup>st</sup> Wednesday of each month
Annual 3D Scholarship/Blood Drive/Organ Donation to use the HS gym lobby, concession stand, chorus/music room	11/08/18
National Honor Society to use the HS cafeteria	11/17/18
Boonville PTA to use room 202	12/12 - 12/18/18
Class of 2021 to use the HS A-wing parking lot	4/6/19

**REGULAR AGENDA:**

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

**2017-2018 Audit:**

**RESOLVED**, that the School District audits for 2017-2018 including general purpose financial statements and Extra-Curricular Activity funds as presented by Mr. Mark Hills of the Accounting Firm Stackel and Navarra, CPA, PC, 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. Emery seconded, carried 7-0; the Board approved the following:**

**Elementary Yearbook Advisors:**

Resolved that, upon the recommendation of the Superintendent, the Board approved the following elementary yearbook advisors:

- >> Brenda Dowling – West Leyden Elementary >> Daryl Persons – Boonville Elementary
- >> Jamie Benson – Forestport Elementary

**Extra-Classroom Advisors:**

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

- >> Patricia Aganier - Math Honor Society >> Robert Lisowski – Art and Scenic Director – HS Musical

**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 >> Luke Brach >> Kaeleigh Moore

**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>
Wende Benson	School Monitor	Non-Competitive	26-week probationary	10/12/18	Grade 6, Step 1

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

**VFW Transportation Request:**

Resolved that, upon the recommendation of the Superintendent, the Board approved the request from the Boonville VFW Post to use one school bus to transport approximately 25 veterans to and from Utica to attend a Comets hockey game on February 9, 2019 with the understanding they are responsible for paying the cost of the bus driver and total mileage.

**Town of Forestport Transportation Request:**

Resolved that, upon the recommendation of the Superintendent, the Board approved the request from the Town of Forestport to use one school bus to transport children to McCauley Mountain as part of a ski program one day during Christmas break and one day during February break, dates to be determined. As in the past the driver would be paid through the Town Voucher system.

**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.

**Property Tax Adjustments:**

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

Parcel #	Town/Village	Adjustment or Refund	Reason	Year
402.00-01-22	Town of Leyden	adjustment of \$1169.60	due to Forest exemption	18-19
22.017-3-13	Village of Boonville	adjustment of \$924.06	due to Enhanced Star exemption	18-19
33.012.2-2.16	Town of Boonville	adjustment of \$2305.54	due to wrong assessment value	18-19
33.005-1-10	Village of Boonville	adjustment of \$924.06	due to Enhanced Star exemption	18-19
34.000-1-4	Town of Boonville	adjustment of \$924.06	due to Enhanced Star exemption	18-19
48.000-1-35	Town of Boonville	adjustment of \$926.06	due to Enhanced Star exemption	18-19
48.000-1-35	Town of Boonville	refund of \$933.95	due to Enhanced Star exemption	17-18
48.000-1-35	Town of Boonville	refund of \$926.00	due to Enhanced Star exemption	16-17

**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 2018.

**Coaches:**

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

- >> Americo Ventiquattro – MOD B Girls Basketball
- >> Erika Charbonneau – JV Girls Basketball
- >> Scorekeeper for Boys JV/V Basketball – Brittany Lewis

**Bus Driver Resignation:**

Resolved that, upon the recommendation of the Superintendent, the Board accepted the resignation for the purpose of retirement of Mr. Thomas Alger, Bus Driver effective October 31, 2018.

**INFORMATION AND DISCUSSION {Enclosures}:**

- **Policy: Mrs. Beasock moved and Mrs. Sturtevant seconded, carried 7-0; the following policies were adopted:**
  - Title I Parent and Family Engagement, 8260 – 1<sup>st</sup> Reading
  - Sexual Harassment in the Workplace, 6121 – 1<sup>st</sup> Reading
- **Warrants:**
  - General Fund Warrant #3 and #4
  - Lunch Fund Warrant #3
  - Capital Fund Warrant #1
  - Special Aid Warrant #1
- **Revenue:**
  - General Fund Revenue
  - Lunch Fund Revenue
  - Special Aid Revenue
  - General Fund Budget
  - Lunch Fund Budget
  - Special Aid Budget
  - Capital Fund Budget
- Treasurer’s Reports – July 31 and August 31, 2018

Mr. Niznik let the Board know Oneida County Sheriff Maciol came to meet with him and administrators regarding Special Patrol Officers in Oneida County schools. There is a \$500,000 program for schools to participate. They pay half so the district would pay \$17,000. SPO’s are another layer of security. They are retired police officers who work 20 hours a week. They can’t do as much as an SRO. Schools already participating are Camden with 4 SPO’s, Whitesboro with 14, Westmoreland has 1 SRO and 2 SPO’s, Holland Patent has 4 SPO’s, Remsen TBD. There is a \$5,000 start-up cost which is picked up by the county.

**HANDOUTS:**

- ACS Enrollment as of October 1, 2018
- District Calendar – October 2018
- Claims Auditor Report for September 2018
- Conferences approved by the Superintendent
- Conference Reports - "*Interlibrary Loan*" – J. Benson

At 8:03 p.m. Mr. Muha moved and Mr. Emery seconded, carried 7-0; to go into executive session to discuss the employment history of particular personnel.

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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 9:14 p.m. Mrs. Beasock moved and Mr. Muha seconded; carried 7-0, to go into regular session.

Mr. Muha moved and Mr. Gallo seconded, carried 7-0; the Board adjourned at 9:15p.m. to the Regular Meeting to be held on Tuesday, November 13, 2018 in the High School cafeteria at 7:00 p.m.

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