

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

**DRAFT**

**REGULAR BOARD MEETING MINUTES – October 8, 2019**

<b>MEMBERS PRESENT</b>	<b>OTHERS PRESENT</b>
Michael Kramer - President Almanda Sturtevant – Vice-President John Abdo Bruce Brach Mark Emery Richard Gallo Doug Muha	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, CSE Director; Cameron Teachout, Director of Facilities III, Brian Maneen, Transportation Supervisor; Nadine Medvit, Guidance Counselor Marie Yager, Deb Burrows, Alicia Morales, Richard Chrisman-ATA, Joan Sturtevant
<b><u>MEMBERS EXCUSED:</u></b>	

At 7:08 p.m. Mr. Kramer called the Regular meeting to order.

Mr. Brach moved and Mr. Abdo seconded, carried 7-0; to go into executive session to discuss the salary of particular personnel.

The Board returned from Executive Session at 7:18. Mr. Emery moved and Mr. Abdo seconded, carried 7-0; to return to regular session.

Mr. Niznik recognized the Board at this meeting for Board Recognition Week which is observed during the week of October 21<sup>st</sup> – 25<sup>th</sup>, thanking each member for their service to the district. A certificate and goodie bag were given to each member.

**PRESENTATIONS:**

**Technology:**

Mrs. Schafer, WL Principal/Technology Director, updated the Board on technology highlighting the following:

- Chrombook implementation
- Classroom relay extension for the relay filter where teachers can see what student is doing in real time.
- New features to support student safety checks. Training coming in November.
- Provide professional development for teachers.
- Increased data security for schools. Working with BOCES on security measures.
- Instructional goals for 2019-20 – digital citizens, online assessments, purposeful digital learning, centralized printing.
- What’s next in technology - Smart Schools Bond Act, ACS mobile app, NYSCATE, rollover to Gmail in November.

**District Guidance Plan 2019-2020:**

Mrs. Guernsey and Mrs. Medvit gave an overview of the District Guidance Plan 2019-2020. How it was developed in the summer of 2018 when counselors received training. Fall of 2018 counselors had a work session to compile required information. Winter of 2018-2019 counselors worked independently. Spring of 2019 counselors’ workday and fall of 2019 plan brought to Board of Education for approval and publication on school webpage. Highlights of the plan, the purpose – how district is meeting requirements for school counselors, vision/mission statement, advocacy plan will advocate for district students, growth and development, NYS Part 100 Regulations, benefits of a comprehensive school counseling programs, delivery system, standards by the American School Counselors Association.

**PUBLIC FORUM:**

Mr. Brach – stated his desire for an accelerated math program at the 9<sup>th</sup> & 10<sup>th</sup> grade levels. He attended open house and spoke with the math teachers about it. They have expressed interest and he is getting them more information. Mr. Brach also mentioned bringing Driver Education back.

Mrs. Yager – stated some students don't pick up math/science as easily as others, ask the students how they feel about the subjects. What do they want?

Public Forum ended at 8:45 p.m.

**ADMINISTRATOR REPORTS:**

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

- Fire prevention week – West Leyden Fire Department will be bringing a fire truck and firefighter Keir DeGraaf will be talking to kids about fire prevention.
- AIS is up and running.
- WL PTA will be hosting a family STEAM night and a “Trunk or Treat” for students on Halloween evening. Kids really enjoy these two events.
- Thank you to Ms. Miller, Art Teacher, for the awesome sign she painted for West Leyden Elementary.
- In Technology, will be receiving Smart School reimbursement and will be attending a Security Summit.

Mr. Gallo left the meeting at 8:47 p.m. returning at 8:53 p.m.

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

- 93% of parents attended Open House.
- Test Data item analysis in grades 3 -5.
- Faculty from Mohawk Valley Community Action came and spoke to teachers about the Foster Grandparent Program, Boonville Elementary will have three grandparents.

Mr. Brach left the meeting at 8:58 p.m. returning at 9:01 p.m.

**Mrs. Foye** –CSE Director:

- MS/HS 12:1:3:1 students are selling coffee and baked goods to raise money so they can attend the Carthage Games in the spring.
- Adirondack had an influx of children with disabilities enroll for this school year, all have been placed.
- Policy Committee is up and running. Mr. Gallo, Mr. Muha and Mr. Emery are on the Committee.

**Mr. Maneen** – Transportation Supervisor:

- Bus routes are down to a Science.
- Working on how to get more substitute bus drivers.
- Thank you to the principals on field trips.

**Mr. Teachout** – Director of Facilities III:

- Boonville Elementary elevator up and running today.
- Fire inspections coming up next week.
- Dept. of Health water testing at West Leyden, no issues.
- Capital project punch list – masonry replacement, electrical, track presently going down, completion ahead of schedule.
- Spoke to someone about the access road bridge – state should have been inspecting it.

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

- Start testing closes on Friday the 11<sup>th</sup>.
- Grade level meetings have started.
- Teachers doing online assessments through Castle Learning.
- Currently collecting BEDS data.
- Staff evaluation data due to the state.
- One District/One Book Program – goal to get kids to love reading.

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

- Open House – 257 people signed in. A lot of activities going on for everyone that night.
- Many field trips on for approval tonight some of which are college visits for juniors and seniors to 4 different colleges, manufacturing sites, senior seminar, Workforce 2020, Lockheed Martin.
- Homecoming Dance on the 19<sup>th</sup> – Green and white weekend. Kim Kratzenberg has done a lot of work to tighten things up.

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

- Echoes Program coming to the middle school, giving students the opportunity to write and perform based on their writings.
- MS/HS attended an assembly with motivational performer Jessie Funk.
- Thirteen middle school students will be inducted into the National Jr. Honor Society ceremony on the 10<sup>th</sup>.
- MS Student Council raised \$241 for Operation Christmas Child.
- Halloween Dance will be on the 25<sup>th</sup>.

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

- PSAT exam coming up on the 16<sup>th</sup>, 48 students currently signed up.
- Students attended an assembly with a motivational speaker who told personal stories and asked the students to reflect, a number of students needed support.
- It is nice to see students decorating the school for spirit week.

**Ms. Lauzon** –Athletic Director:

- Thank you to Linda Guernsey for the professional development with Castle Learning.
- Winter schedules are due next week.
- Fall sports are winding down. All sports have had opportunity to use new field.
- Green & White weekend football game will be on the 19<sup>th</sup>.
- Thank you to Booster Club for pumping up Spirit Week, \$150 dollars given to each class to decorate and \$500 dollars give to the class that wins the decorating contest.
- John Bernard Invitational is coming up.

**CONSENT AGENDA:**

Mr. Abdo moved and Mr. Gallo seconded, carried 7-0, the Board approved the following by a consensus motion:

**Minutes:**

September 10, 2019 Regular Meeting

**Substitutes:**

Non-teaching Substitutes:

- >> Cynthia Lauzon – Sub-Bus Driver (volunteer)
- >> Sheryl Rubyor – Sub -Teacher Aide
- >> Brian Fox – Sub - Food Service Helper

\*\* Pending Background Clearance\*\*

**Field Trips:**

Government 12 students to NYS Office Building in Utica	10/9, 10/23, 11/13, 11/20, 12/4, 12/18/19
Technology Students to Johnson Lumber in Carthage	10/17/19
Seniors to MVCC in Utica	10/18/19
12:1:3:1 students to Tops in Boonville throughout the school year	10/18, 12/6, 2/7, 4/3, 6/5
12:1:3:1 students to Teel Farms Pumpkin Patch	10/21/19
Youth Advisory Council students to Lewis Lanes in Lowville	10/21/19
Quiz Bowl students to Watertown WPBS Whiz Quiz Show	10/22/19 (10/25, 10/29, 10/30 possibly)
Boonville kindergartners to Teel Farms	10/23/19
HS Photography students to MVCC in Utica	10/23/19
Lockhead Martin in Syracuse	10/25/19
Class of 2020 to SUNY Potsdam, Clarkson, SUNY Canton, St. Lawrence Univ	10/30/19
Seniors to MVCC/SUNY Poly	11/8/19
Quiz Bowl students to Ithaca High School Annual Tournament	11/9/19
Class of 2020 to Watertown Airport Workforce 2020	11/13/19
FFA members to Stockbridge Valley CSD	11/21/19
West Leyden 3 <sup>rd</sup> graders to Wonder Works in Destiny USA	5/21/20

**Building Use:**

Class of 1979 to tour the High School for Class Reunion	10/12/19
West Leyden PTA to use the West Leyden cafeteria	2 <sup>nd</sup> Wednesday of each month
West Leyden PTA to use the parking lot, cafeteria, gym, STEAM room	10/17/19
Adirondack Student Association to use the MS gym, gym lobby, concession stand	10/19/19 (rain date 26 <sup>th</sup> )
MS Student Council to use the MS gym	10/25/19, 2/7/20, 5/15/20
West Leyden PTA to use the parking lot and field across from school	10/31/19
Adirondack Boosters Club to use the HS library	1 <sup>st</sup> Wednesday of each month
National Honor Society to use the HS cafeteria and F-wing bathrooms	11/16/19
Related Professionals Union to use the MS library	11/18, 1/13/20, 3/16/20, 5/11/20, 6/15/20 and as needed throughout school year
Boonville Youth Baseball to use the BE gym	Tuesday evenings January –March
Class of 2023 to use the front of the high school	4/4/20

**REGULAR AGENDA:**

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

**2018-2019 Audit:**

**RESOLVED**, that the School District audits for 2018-2019 including general purpose financial statements and Extra-Curricular Activity funds as presented by Mrs. Amy Rapholz of the Accounting Firm Stackel and Navarra of Watertown, New York, be adopted.

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

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

**AIS Plan 2019-2020:**

Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education approved the 2019-2020 AIS Plan as presented at the September Board meeting.

**District Guidance Plan 2019-2020:**

Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education approved the 2019-2020 District Guidance Plan as presented.

**Adirondack Teacher’s MOU:**

Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education approved the Memorandum of Understanding between the Adirondack Central School District and the Adirondack Teacher’s Association settling an outstanding grievance between the parties regarding extracurricular assignment stipends.

**GAA Advisor Resignation:**

Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education accepted the resignation of Mrs. Brittany Lewis as the Girls’ Athletic Association Advisor for the 2019-2020 school year effective September 9, 2019.

**Coach Resignation:**

Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education accept the resignation of Ms. Erika Charbonneau as JV Girls’ Basketball coach for the 2019-20 season effective September 30, 2019.

**Surplus Equipment/Books:**

Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education 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.

**School Tax Adjustment:**

Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education approved the following school tax bill adjustment:

Parcel #	Town/Village	Adjustment or Refund	Reason	Tax Year
402.00-01-22.000	Town of Leyden	adjustment of \$354.74	Due to Forest exemption	19-20
77.000-2-6.13	Town of Annsville	Refund of \$752.23	Property assessment reduction	18-19

**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 of Schools, the Board of Education approved the Budget Transfers for September 2019.

**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 Tucker	Bus Driver	Non-Competitive	26- week probationary	10/9/19	Grade 20 Step 1

**Varsity Club/GAA Co-Advisors:**

Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education approved Mrs. Blanche Coscomb and Mrs. Karen Philbrick as Co-Advisors for the Varsity/GAA Club for the 2019-2020 school year.

**Basketball Coaches:**

Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education approved the following coaches for the 2019-2020 season:

- >> Matt Lastowski – JV Girls’ Basketball
- >> Maxwell Dorrity – JV Boys’ Basketball

**INFORMATION AND DISCUSSION {Enclosures}:**

➤ **Policy:**

Mr. Abdo moved and Mr. Emery seconded, carried 7-0; the Board adopted the following policy update:

- Immunization of Students, 7511 – 1<sup>st</sup> Reading

➤ **Warrants:**

- General Fund Warrant #3 and #4
- Lunch Fund Warrant #3
- Capital Fund Warrant #3
- Trust Agency Warrant #3
- Scholarship Fund Warrant #3
- Nonexpendable Trust Warrant #1

➤ **Budget Status & Revenue:**

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

➤ New York Cooperative Liquid Assets Securities System (NYCLASS)

➤ MOH BOCES Health Insurance

➤ Student Teacher Observers – Nicole Dano – Mrs. Griffin – BE  
Grace Chambers – Mrs. Merriam – BE  
Tyler Ely – Mrs. Ely – WL

➤ Jeff-Lewis BOCES 2019-2020 Meeting & Workshop Schedule

➤ Tractor Supply in Utica – Donation to Adirondack Agriculture and Technology Programs

**HANDOUTS:**

➤ ACS Enrollment as of October 1, 2019

➤ District Calendar – October 2019

➤ Claims Auditor Report for September 2019

➤ Conferences approved by the Superintendent

➤ Conference Reports - “*Oppositional Defiant & Disruptive Children & Adolescents* – S. Stoquert  
“*Comprehensible Culture & Current Events with Annabelle Allen*” – S. Nieman, S. Barlow  
“*Science Network Meeting K-12*” – C. Marchione

At 9:30 p.m. Mr. Brach moved and Mrs. Sturtevant seconded, carried 7-0; to go into executive session to discuss the employment history of particular personnel. \_\_\_\_\_.

Board members returned from executive session at 10:30 p.m. Mr. Muha moved and Mr. Emery seconded; carried 7-0, to go into regular session.

Mr. Gallo moved and Mr. Abdo seconded, carried 7-0; the Board adjourned at 10:30 p.m. to the Regular Meeting to be held on Tuesday, November 12, 2019 in the High School cafeteria at 7:00 p.m.