

**ADIRONDACK CENTRAL SCHOOL
BOONVILLE ELEMENTARY
BOONVILLE, NY 13309
*Via Livestream***

REGULAR BOARD MEETING MINUTES – January 12, 2021

MEMBERS PRESENT	OTHERS PRESENT
Michael Kramer – President Almanda Sturtevant – Vice-President Bruce Brach Mark Emery Richard Gallo Joan Ingersoll Doug Muha	Edward Niznik, Superintendent, Sharon Cihocki, Business Administrator, Michelle Freeman, District Clerk, Dan Roberts, Asst. HS Principal/Interim AD; Jill Rowlands-Will, MS Principal; Linda Weber, WL Principal; Jill Schafer, BE Principal; Kristy McGrath, Director of Technology, Curriculum & Instruction; Brian Maneen, Trans. Supervisor;
<u>MEMBERS EXCUSED:</u>	

At 7:10 p.m. Mr. Kramer called the meeting to order and recited the pledge of allegiance.

PRESIDENT’S MOMENT:

Mr. Kramer stated being 100% remote there is not a lot going on in the school community so staying safe and healthy should be the order of business anyways. We have to remember the times we are in and keep up the good work. Tentatively the district will start back with the hybrid instructional model next week on January 19th, but these conditions are fluid and changing so we will have to wait and see.

BUDGET:

Mrs. Cihocki went over the proposed Transportation Budget for the 2021-2022 school year, not a lot of difference from the current fiscal year. The district is slated to purchase three buses on the bus replacement cycle. As a reminder, bus aid is given for the actual physical buses on a 5-year basis. So as we purchase 3 buses a year for the next 5 years we receive the aid back. It also factors into the tax cap.

There is thought of perhaps replacing the routing system, we currently use Traversa, we are awaiting a quote. There are other repairs needed in the bus garage awaiting for another quote.

Mr. Kramer asked what the track record is with the routing system we have, isn’t this about the third one? Mrs. Cihocki will verify, but thinks the district has used Traversa for the last 5 or 6 years.

Mrs. Cihocki also went over the proposed Buildings & Grounds Budget for the 2021-2022 school year. Again no huge increases or decreases. There is presently money budgeted in there for another plow truck at the high school complex estimated at \$40,000 off state contract. Did have an accident involving one of our trucks, waiting for insurance adjustment on that. Until then, will have to have a plan for the current fiscal year for snow removal. The rest of the items have remained the same. There was an increase in electrical repair, but looking at that to come out of the capital project. She will have a full budget for everyone at the next meeting on January 26th.

Mr. Brach asked where the natural gas line is for West Leyden Elementary, wonders if it runs down 26. Mrs. Cihocki said she will ask that question.

PUBLIC FORUM:

No submissions for public forum.

ADMINISTRATORS’ REPORTS:

Mrs. Smith – High School Principal:

- Making a lot of progress with the project at the HS, will be great for our kids so we are excited about that.
- Met with department chairs, guidance counselors and administration to talk about how we can help kids be successful or more successful. Right now we are offering a program for assistance from 3:00 – 5:00 and working on ways to help kids given we had this closure for an extended period of time.
- Had a few HS kids apply for the Clarkson Project Challenge so that is exciting for those kids and will start in January, a great opportunity.

Mr. Brach stated he called Mr. Niznik this afternoon about the end of the marking period coming up. He understands there are a number of students that are either failing or on the watch list. He asked if Mr. Niznik could ask the administrators to give a brief report on what those numbers look like with the idea if we are in the budget period as far as summer programs, to try to bring those kids back along and get them caught up. If each administrator for your buildings could give what that percentage is of students on the failing list, failing multiple subjects.

Mr. Kramer asked Mr. Brach if he was expecting that information tonight as part of their reports or for the next meeting. Mr. Brach stated his hope was to get it tonight based on the belief that this is a topic with the administrators, he would like to be in the loop about that and know what the numbers look like.

Mr. Kramer asked that if any of the administrators can provide some of that information we would appreciate that in their report, a ball park figure.

Mr. Roberts – Asst. HS Principal/Interim AD:

- District Nurses have been working the last few weeks to solidify a plan to do testing in the district. We will have to test 20% of staff/students if our zip code falls in the yellow zone as some other area schools have. We have partnered with the Upstate Family Healthcare Center in Utica and they have been very accommodating. They have been the hub that has worked with a lot of the area schools to provide testing. We feel we have a pretty comprehensive plan together for each building. Today we performed a simulation drill in each of the buildings that administrators, nurses and other staff were a part of. Actually went well, we found a few areas we could do better in and areas we do very well in. We have a pretty good plan should we have to implement it. Pretty much ready to go.
- In sports, not a lot has changed since the last meeting. High risk sports are pretty much off the table for the winter. NY State has not authorized them in any way, shape or form still. Low/moderate risk sports are a go. At Section III level they will be starting next week for area schools that come back from remote instruction and are able to be approved. The only sports we have in the hopper are bowling and Nordic ski. Has an AD meeting tomorrow morning and needs to report the status of our school district on those low risk sports. Next Tuesday is when the low/moderate risk in section III schools will start.

Mrs. Foye – Director of Special Education:

- For tonight's Board action on CSE/CPSE, in summary we held 22 annual reviews, 1 program review, 2 new referrals, 1 transfer intake, 2 amendments and 10 re-evaluation annual meetings. We do have 7 re-evaluation meetings scheduled to be held in February and feel they will be completed on time and as scheduled in spite of the period of time of full remote instruction when we were unable to assess our students cognitive and academic skill performance in person. Our students in Ms. Korman and Mrs. Houser's classrooms were assisting with the district's backpack program with assistance of their teacher aide. Students were sorting and packing the food for distribution so we are looking forward to getting back on track with that program when we return to in person instruction.
- 10 verification reports are due to the State Education Department in February so will be reviewing and certifying those. These reports include the suspension rates for students with disabilities, preschool and school age child counts, including race, disability, and ethnicity. We also report our personnel and also least restricted setting reports.
- As Mr. Brach asked, although I did not bring the data to report tonight, Special Ed. Department is looking very carefully at the progress and performance of students with IEPs and 504 plans. Of major concern is our high school students because many of them with disabilities have post-secondary and transition plans/goals that involves attending BOCES their senior year to participate CTE programs. It is really important we make sure they are on track so they can attend BOCES and sure they have earned the required credits needed towards that goal. One of the ways we are looking at supporting those at risk of failing is to possibly create personalized learning plans for them outlining specific steps and actions needed to get back on track to pass and get caught up. Principals will have the number of students with disabilities at risk of failing. I can also provide a separate report that shows how our students with disabilities are doing to date.

Ms. Rowlands-Will – Middle School Principal:

- Thank you to Courtney Streifert, School Counselor, for her hard work organizing the Christmas Program. District wide we were able to help 76 children, each child received 4 gifts. As a district that was awesome. In addition, money collected from sweatshirt day provided new hats and mittens for elementary students and new socks for the HS/MS students.
- As Mrs. Smith and Mrs. Foye mentioned, we also are looking at ways to make students successful or help those who are struggling with remote learning. Data for the MS, for the first marking period if a student is failing 3 or more classes, was about 13% and with recent progress reports that went out we are up to 23%. We are working on creative ways in addition to the 3:00-5:00 program to help those students be successful. On a positive note, MS teachers are writing positive notes to those students who are doing a great job with remote learning, sending home appreciative thank you cards for being a positive student.
- Another way to be creative, Ms. Foll in ELA is really trying to engage students when we are remote learning at this time. Her students read the novel Unbroken and two of her activities are using Twitter creating tweets, creative hashtags and Snapchat using their Chromebooks to take a picture of themselves and show specific facial expressions and emotions tying them to particular quotes from the book.

Mrs. McGrath – Director of Technology, Curriculum and Instruction:

- In Technology, working a lot with District Webmaster Justin Wiedrick to make updates to our homepage, but on the actual Technology page we are really working to add some resources, trying to make that a hub of resources for parents, staff, teachers use. Thank you to Justin.
- Survey went out to staff on Technology needs and ideas, curriculum and instruction. 64 staff did respond which is around half, but one of the questions was rate your technology resources, do they have what they need on a scale 1-5 and over 81% rated tech resources a 4 or a 5. Then they were asked if their students have the technology needed, a little bit less answered 4 or 5's, with some 3's. Consistency of internet was the biggest issue. There are still times even with hot spots being provided. Three major areas staff said they would like professional development in are Nearpod, Kami, and Screencastify so in the next couple of weeks will have a plan how to support staff in those areas.
- We did offer to our administrative team and K-5 teachers a full day training on the science of reading and what research shows on reading instruction, good readers and their brain linkage and neuropaths. We know we need to be selecting a new ELA curriculum in the next year in our district because Reading Street has expired.

Mr. Brach asked what grade levels the reading series will target. Mrs. McGrath said looking at specifically K-5, the MS has used the module with adaptations. Actually opening the conversation up to UPK-8th grade to decide if the whole span is interested in a series or just stay K-5.

Ms. Weber – WL Elementary Principal:

- Applaud elementary art teachers Mrs. Kirk and Mr. Whalen for the art show that was featured before Christmas on our website and Facebook page, the 12 Days of Christmas, very enjoyable to watch. Allowed creativity around the holidays our students enjoyed.
- Elementary teachers successfully conducted parent/teacher conferences via google meets and phone calls. Thank you to teachers for finding ways to reach out to parents. Meets were quite successful with participation.
- Following on heels of MS and HS conversations about grading and looking at how we go about grading and supporting student success. Jill Schafer and I had a meeting with elementary teachers and asked them to have grade level and department conversations about their thoughts and ideas for student success with the 3rd & 4th marking periods. We asked them to select grade level representatives and let us know who they chose. Then we will meet with those grade level and department representatives on the elementary side. All administrators are invited to join the conversation, as we were asked to join the HS/MS, to have a district wide approach to some input that the teachers would like to offer and formulate our decisions and how to move ahead supporting our students for the 2nd half of the school year.
- We are also monitoring participation rates during our elementary google meets. Elementary is a little different situation with students who are often in daycare or with other family members and not able to independently join. So we are monitoring their participation rates in google meets. At the end of this marking period elementary will have data for the Board on those participation rates from google meets, those tallies as well as because we don't do progress reports at the end of 5 weeks, elementary success rates and failures available at the end of this second marking period coming up.

Mr. Brach asked Ms. Weber if she had the percentage of students on that watch list. Ms. Weber stated not yet, it will be collected at the end of this marking period. Have probably 4-6 names per class which in classes of anywhere from 14-20 students, is significant, but will have all of the data when report cards are done more specifically. Mr. Brach asked if it appears to be a similar trend as in the MS between the 1st and 2nd marking period. Ms. Weber said she didn't have that information right now, but thought because they have been out longer has seen a little bit of a bump, but would have to break down the numbers more specifically because it varies between different subject areas and grade levels.

Mrs. Schafer – BE Principal:

- Along with the 3rd and 4th marking periods, we also are looking at options to recover what we have lost. What is our plan to address students who have not had success during this unusual time, is it some summer program, summer school, is it after school. What does it look like at the elementary level? It is a little different than the HS/MS because they are younger, we don't want them here 12 hours during the day. What are other options? That is what we have asked elementary teachers, to take charge and meet as a grade level to provide ideas how we can move forward and help our students. We will meet with them tomorrow and then have more information at next month's Board meeting.
- Had the opportunity to cover the library for Ms. Zeigler who was putting back together our book room, so really appreciated being able to read to kindergarteners and 1st graders. One little girl fell asleep, hopefully not because she was bored. Ms. Weber and I are working on recording some of the children's books so we have an audio library for students who can't join the google meets, but still would like to have someone read them a book. We are going to read some winter-themed books.
- Boonville Elementary has a number of new students recently. They have jumped right in during this digital learning. Definitely think they are excited to meet teachers face to face next week.
- We have asked parents to update the office if they will be changing their child to remote or hybrid model. We will have updated numbers for you soon.
- Shout out to teachers district wide for the wonderful art/music shows online. Had the opportunity to witness the teachers making this Christmas as bright as they could with being remote. Usually the holiday season in an elementary school is bursting with excitement and lots of projects. Teachers did a wonderful job.

Mr. Brach asked Mrs. Schafer if she had any numbers. She stated she didn't have that data, if she ball parked it probably 8-10 students per grade level on the watch list that struggled before when we were here. Some have really struggled with remote learning strengthening those numbers. Teachers are constantly reaching out through Parent Square, email, calls, helping to identify the issues preventing them from connecting and turning in assignments. Will have some hard numbers once we get done with second marking period.

Mr. Brach asked for numbers at the high school. Mrs. Smith said she would send those down once she has them cleaned up so she knows the courses to work on. She will send them down to Mr. Niznik tomorrow. Seniors are different from 9th -11th graders.

Mr. Brach asked Mr. Roberts when the section is meeting again to move forward on the low risk sports. Mr. Roberts stated they are already meeting and moving forward. He is just having the monthly meeting with Athletic Directors tomorrow. There are a couple of districts on the fence, we are one of them. Everyone wants to firm up schedules. Mr. Brach asked if this is a topic to discuss tonight. Mr. Roberts said it would be helpful.

Mr. Maneen – Transportation Supervisor:

- Currently have two buses on the road transporting students to ACES in Lowville, running every day.
- Wednesdays and Thursdays buses are on the road delivering 600 meals to students, so that is a positive.
- We are looking forward to getting kids back to school next week.

Mr. Teachout – Director of Facilities III:

- Most of the construction is at the HS, but at K-5 building we are working on shelving so they can have more room in the library, repurposed from the HS.
- Utilizing this time to use the deep cleaning equipment at West Leyden.
- Main focus at the HS - nurse, guidance counselors, assistant principal are all in their new spaces. Putting finishing touches on the main office. Teachers have access to the mailroom. Cleared out the hallways. Ready to bring books back into the renovated library. Plank flooring and carpeting down in library. Ceilings in the corridors. Pushing the contractors out so we can do the cleaning and doing some painting.
- The 100K project from last year, we didn't accept the work that was done, so they came back and repainted, it is looking really good, now set up for gym class.

Mr. Niznik updated the board on COVID-19 testing if the county were to be put in a yellow zone. Testing permission forms were sent out and put on Parent Square. Notifications continue to go out regarding positive cases, even if we are remote. We've had 27 positive students and 12 positive staff since the beginning of the school year. We encourage parents to continue to contact the school when their child tests positive. Our nurses did a trial run to get an idea of what testing students/staff would look like.

CONSENT AGENDA:

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

Minutes:

- December 8, 2020 Regular Meeting
- December 21, 2020 Special Meeting

REGULAR AGENDA:

Mr. Emery moved and Mr. Gallo seconded, carried 7-0; the Board of Education approved the following as Lead Evaluators for Teachers:

Lead Evaluators for Teachers:

WHEREAS, Adirondack Central School Administrators have completed training which meets the requirements of 8 NYCRR 30-2.9 and the Adirondack Central School District's Annual Professional Review Plan for certification as Lead Evaluators of teachers, **BE IT RESOLVED**, that upon recommendation of the Superintendent of Schools, Heidi Smith, Daniel Roberts, Jill Rowlands-Will, Wendy Foye, Linda Weber, Jill Schafer and Kristy McGrath, the Board of Education approved them as Lead Evaluators of teachers.

Capital Outlay Project Bid:

Resolved that, upon the recommendation of the Superintendent, Mr. Brach moved and Mr. Muha seconded, carried 7-0; the Board of Education awarded the Control Systems Contract for the 2020-21 Capital Outlay Project at the high school to the following bidder, Day Automation of East Syracuse:

Base Bid:	<u>\$81,999.45</u>
Total	\$81,999.45

Committee on Special Education:

Resolved that, upon the recommendation of the Committee on Special Education, Mr. Brach moved and Mr. Emery seconded, carried 7-0; the Board granted approval for placement of students.

Surplus Equipment/Books:

Resolved that, upon the recommendation of the Superintendent of Schools, Mr. Gallo moved and Mr. Muha seconded, carried 7-0; the Board of Education declared textbooks and/or equipment from the District as surplus and be disposed of in the most expedient manner.

Budget Transfers:

Resolved that, upon the recommendation of the Superintendent, Mr. Emery moved and Mr. Brach seconded, carried 7-0; the Board approved the Budget Transfers for December 2020.

Furlough MOA for the Adirondack Teachers' Association:

Resolved that, upon the recommendation of the Superintendent of Schools, Mr. Brach moved and Mr. Muha seconded, carried 7-0; the Board of Education approved the 2020-2021 Furlough Memorandum of Agreement between the Adirondack Central School District and the Adirondack Teachers' Association.

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

- TE Warrant #4
- TA Warrant #6
- Capital Fund Warrant #5
- Special Aid Fund Warrant #3
- Lunch Fund Warrant #6
- General Fund Warrant #7

➤ **Receipts:**

- TA Receipts #6
- Capital Fund Receipts #5
- Special Aid Fund Receipts #3
- Lunch Fund Receipts #6
- General Fund Receipts #6

➤ Treasurer’s Report – November 30, 2020

➤ Student Teacher:

Name	College	When	Cooperating Teacher
Stephanie Finn	Oswego	January 21 – May 13, 2021	Heather Sweeney, Agriculture

➤ Jeff-Lewis BOCES Board member, Michael Kramer, term to expire June 30, 2021. Mr. Brach moved and Mrs. Sturtevant seconded, carried 6-0; the Board nominated Mr. Kramer for the Jeff-Lewis BOCES Board member.

HANDOUTS:

- District Calendar for month of January 2021.
- Enrollment Figures as of January 4, 2021.

Mr. Brach stated at the last meeting Mr. Gallo brought up trying to prioritize getting special ed. students back. Is there any update on that? Mr. Kramer asked Mrs. Foye if that could happen. Mrs. Foye said it would be wonderful if we could, can we move forward to bring them back safely? Mrs. Sturtevant stated part of it was making sure they were getting their services, those with IEPs. Mrs. Foye stated she thought the focus was bringing back the early grades, K-3 first. Mrs. Sturtevant thought there were different opinions on that. Mr. Kramer stated we did leave it open-ended, we will discuss with Mr. Niznik and give him direction.

Mr. Brach stated he thought it was the 12:1:3:1 class. Mr. Gallo stated nothing really happened after the Board meeting, he really wasn’t spoken to about how to move forward. He quite frankly gave up. His wife is doing the best she can to sit with their son now to do the packets after school hours.

Mrs. Foye stated prior to going full remote in December we were hoping to do it as triage, so her recommendation was to offer students in the 12:1:3:1 program a full time in-person opportunity so they were here 5 days a week for person instruction. The next group, if we could accommodate them safely, bring in students from the 15:1 program as well as students who have additional staffing support. Several of our students have shared aide support or aide support during class. That would have been round two and then bring them all after that. Then when the infection rate got to the level it did and the district made the decision to go 100% remote she thought that included all students. If the request for students with disabilities to be offered a return to school for more frequent in person instruction is something the district wants, she absolutely supports that. We also have to include students with 504 plans that would put us at 250 students.

Mr. Gallo stated he didn’t know if there was the staff with the infection rates to bring those students back. Hopefully 2021 will be different.

Mrs. Foye stated we really don’t know how kids are affected by COVID so it is a concern about are they safe to return, there is a lot to consider, but very open to have that conversation.

Mr. Brach stated he appreciates Mrs. Cihocki taking care of the outstanding checks.

Mr. Brach asked if there was anything the district can do to get teachers vaccinated through the district? He knows of one school district that is giving the shots within their doors. Is that something we can do as well? The sooner the vaccine is rolled out the more it benefits us.

Mr. Kramer stated the allocation of shots for each county is a set number. You can make the arrangements and still be two months out scheduling the shots. He doesn’t think school districts are getting priority for vaccinations. The state just lowered the age to 65 from 75. That is not going to guarantee that people will get their vaccines quicker. To do all of 1A and 1B is going to take 15-16 weeks. All of the superintendents are looking at all that can be done, but until allocations are increased it is a hurry up and wait situation.

Mr. Brach stated so it is up to the teachers to get it on their own. Mr. Kramer stated the nurses are looking into getting someone into school. People don’t realize there are limitations. There is no guarantee the vaccinations will be here 3 weeks from now. They are distributed according to the population of your county. The supply chain has to change soon. If someone can get it quicker on their own.

Mr. Niznik stated he has sent out links to make appointments and as soon as he gets more information from both Lewis and Oneida Counties he will get that out also.

At 8:28 p.m. Mr. Brach moved and Mrs. Sturtevant seconded, carried 7-0; to go into Executive Session to discuss personnel issues.

Board members returned from executive session at 9:40 p.m. Mr. Muha moved and Mr. Emery seconded; carried 7-0; to go into regular session.

At 9:41 p.m. Mrs. Ingersoll moved and Mr. Muha seconded, carried 7-0; to adjourn to the 2nd Regular Meeting to be held on Tuesday, January 26, 2021 at 7:00 p.m.

Michelle Freeman, District Clerk