

**SACKETS HARBOR CENTRAL SCHOOL BOARD OF EDUCATION OFFICIAL
PROCEEDINGS**

**Board of Education Meeting
Tuesday, January 19, 2016 @ 5:00 p.m.**

The regular meeting of the Sackets Harbor Central School Board of Education, Sackets Harbor, NY, was called to order by Gregg Townsend at 5:00 p.m. in the Board of Education Conference Room.

Members Present: Gregg Townsend, Christine Allen, Dale Phillips, Angela Green

Members Absent: Stephen Swain

Others Present: Frederick E. Hall, Jr., Superintendent; Jennifer Gaffney, Principal; Julie Gayne, Sheri Rose, Emma Shirley

The Pledge of Allegiance was recited.

Courtesy of the Floor was extended. There was no response.

15-16 184 Moved by Phillips, seconded by Green, to approve the December 15, 2015 Minutes.

Approval of
Minutes

Yes: Phillips, Green, Allen, Townsend

Absent: Swain

No: None

The motion carried.

15-16 185 Moved by Phillips, seconded by Green, to approve Treasurer's Report, Extracurricular Report and Internal Claims Auditor Report.

Approve

Treasurer's

Report,

Extracurricular

Report &

Internal

Claims

Auditor Report

Yes: Phillips, Green, Allen, Townsend

Absent: Swain

No: None

The motion carried.

15-16 186 Moved by Green, seconded by Allen, to approve CPSE & CSE Recommendation numbers: 2116, 2110, 1124

Approve

CPSE &

CSE

Recommendations

Yes: Phillips, Green, Allen, Townsend

Absent: Swain

No: None

The motion carried.

15-16 187 Moved by Phillips, seconded by Allen, to accept Retirement Resignation from Edward Mereand, Bus Driver, effective June 30, 2016.

Accept

Retirement

Resignation

from Edward

Mereand,

Bus Driver,

Effective

June 30, 2016

Yes: Phillips, Green, Allen, Townsend

Absent: Swain

No: None

The motion carried.

15-16 188 Moved by Green, seconded by Allen, to accept resignation from Daniel K. Aubin, Micro-Computer Technician, effective January 15, 2016.

Accept

Resignation

From Daniel

K. Aubin,

Micro-

Computer

Technician,

Effective

January 15, 2016

Yes: Phillips, Green, Allen, Townsend

Absent: Swain

No: None

The motion carried.

15-16 189 Moved by Allen, seconded by Green, to approve Jacques Cerow as Instructional Technology Support at \$30.00 per hour.

Approve

Jacques Cerow

as Instructional

Technology

Support at

\$30.00 Per

Hour

Yes: Phillips, Green, Allen, Townsend

Absent: Swain

No: None

The motion carried.

- 15-16 190 Moved by Phillips, seconded by Green, to approve Shawn Briggs as School Bus Driver/Automotive Mechanic effective February 1, 2016 with a pro-rated salary of \$38,000 pending fingerprint & licensure clearance.
- Approve Shawn Briggs, As School Bus Driver/Automotive Mechanic Effective February 1, 2016 with a Pro-Rated Salary of \$38,000 Pending Fingerprint & Licensure Clearance
- Yes: Phillips, Green, Allen, Townsend
Absent: Swain
No: None
The motion carried.
- 15-16 191 Moved by Green, seconded by Allen, to approve Cayla Haycock as certified substitute teacher pending fingerprint clearance.
- Approve Cayla Haycock as a Certified Substitute Teacher Pending Fingerprint Clearance
- Yes: Phillips, Green, Allen, Townsend
Absent: Swain
No: None
The motion carried.
- 15-16 192 Moved by Allen, seconded by Green, to accept a \$50.00 donation from Isabelle & J. Briggs McAndrews for the Library.
- Accept a \$50.00 Donation from Isabelle & J. Briggs McAndrews for the Library
- Yes: Phillips, Green, Allen, Townsend
Absent: Swain
No: None
The motion carried.
- 15-16 193 Moved by Phillips, seconded by Allen, to approve transportation request for John Dimmick, Grade 8, to Immaculate Heart Central Schools for the 2015-16 school year.
- Approve Transportation Request for John Dimmick, Grade 8, to Immaculate Heart Central School for the 2015-16 School Year
- Yes: Phillips, Green, Allen, Townsend
Absent: Swain
No: None
The motion carried.
- 15-16 194 Moved by Allen, seconded by Green, to approve Use of Building for Good News Club on Mondays beginning February 8 – March 21, 2016 from 2:30 – 3:45 p.m. with certificate of insurance provided.
- Approve Use of Building for Good News on Mondays Beginning February 8 – March 21, 2016 from 2:30 – 3:45 p.m. with Certificate of Insurance Provided
- Yes: Phillips, Green, Allen, Townsend
Absent: Swain
No: None
The motion carried.
- 15-16 195 Moved by Phillips, seconded by Green, to approve SMART Schools Bond Act Final Plan for the Sackets Harbor Central School District.
- Approve SMART Schools Bond Act Final Plan for the Sackets Harbor Central School District
- Yes: Phillips, Green, Allen, Townsend
Absent: Swain
No: None
The motion carried.

Superintendent's Report

Mr. Hall reported the District has used two of the six emergency closing days that are built into the 2015-16 school calendar.

Mr. Hall reported the District conducted interviews for the Bus Driver/Automotive Mechanic. He took the opportunity to publically thank Paul Gibbs, Gayle Benjamin, and Julie Gayne. Mr. Hall reported Mr. Gibbs will provide support during a transition period.

Mr. Hall reported there will be a Charlie Bridge Induction held on March 13, 2016 in Glens Falls.

Mr. Hall reported he would be attending a Fort Drum Rise and Superintendents' Meeting on Thursday, January 21, 2016.

Mr. Hall reported that on January 22, 2016 there would be a meeting with Assemblywoman Russell at Jefferson-Lewis BOCES. This will be a key meeting going forward with School Business Officials.

Mr. Hall reported that he and Julie Gayne attended a Jefferson-Lewis el al Schools Health Care Meeting today. The Plan was at 7 percent increase for this year. The Plan percentage for the 2016-17 school year will be 5 percent.

Mr. Hall reported the Transportation Department will have 2 units inspected on January 27 and 3 units will be inspected on February 8, 2016.

Mr. Hall reported there would be a Health, Safety and Wellness Meeting on Wednesday, January 20, 2016. These meetings are held quarterly (4 per school year). A representative from all departments and areas participants in the meetings.

Mr. Hall reported on the Mid-Winter Dinner Meeting on January 13, 2016. The topic was on the Mental Health Clinic @ BOCES and the services that are available to students.

Principal's Report

Ms. Gaffney reported on the successful High School Concert. Ms. Gaffney took the opportunity to publically recognize Mr. Bridon, Mrs. Gillett, and Mrs. Davis for a job well done.

Ms. Gaffney reported the District will hold a Middle School Incentive on Friday, January 22, 2016. This incentive will include outdoor/indoor activities, prizes, snacks and hot chocolate provided by the PTO. The District is hoping to host this as a yearly event.

Ms. Gaffney indicated the District is preparing for January Regents.

Ms. Gaffney reported the District had a student move out of the District that required ELL services. The service provider's time has been reduced and has been deployed to assist elementary ELL students.

Ms. Gaffney reported on the Social Studies Framework. K-2 faculty members have taught one of the inquiries and adapted to fit into the curriculum they are currently teaching. Ms. Marjory Williams, Supervisor for Professional & Program Development, will provide feedback when she goes to Albany.

Ms. Gaffney reported JV & Varsity Basketball players will participate in a field trip to SRC Arena @ OCC to listen to motivational speaker, Chris Herrin on February 8, 2016.

Ms. Gaffney reported that Senior Night for the Varsity Girls' is tonight and Senior Night for the Varsity Boys' will be Wednesday, January 27, 2016.

Ms. Gaffney reported the District currently has a gap in Technology Department coverage and she would be reaching out for assistance if needed until a replacement has been hired.

Ms. Gaffney reported she would be finalizing the SMART Schools Bond Act Final Plan in the Business Portal.

Ms. Gaffney presented a slide show presentation on potential website providers that the MORIC is now supporting. The new site is expected to be ready to access at the beginning of the 2016-17 school year.

Ms. Gaffney shared five websites and asked the Board of Education to narrow their choice to three. The websites reviewed with the Board of Education were Honey Gold, Saturn, McIntosh, Opal, and Garden. The Board of Education favored Honeygold, Opal, and Garden.

New Business

Julie Gayne reviewed with the Board of Education the proposed Bus Proposition for the May 2016 Annual Meeting and Budget Vote. The cost would be \$115,348, which would be consistent with the current fleet, with a trade in value of \$3,500.00 for Bus #57. Julie Gayne indicated the District may try listing Bus #57 on Auctions International at the beginning of June to see if there is a potential for more trade money. Julie Gayne also indicated the District will need to purchase a wheel chair bus in the 17-18 school year that could potentially cost \$10,000 - \$15,000 above the price of a regular bus.

Julie Gayne reviewed with the Board of Education the option to utilize textbook aid money to be able to purchase applicable and appropriate technology for student instructional purposes which would allow the department on the rotation schedule to acquire technology. The District is not circumventing the textbook rotation, but is currently waiting for releases of pending common core publications.

Julie Gayne reviewed with the Board of Education that the External Auditor appointment will expire June 30, 2016 and it is time for the District to advertise a RFP for that service. The bid is for a three-year period with the option for a two-year extension for fiscal oversight of the District's expenditures. Julie Gayne reviewed the RFP (Request for Proposal) to be sent to potential interested auditors.

15-16 196	Moved by Green, seconded by Allen, to approve a Bus Proposition to appear on the May
Approve	2016 Annual Meeting and Budget Vote not to exceed the amount of \$115,348.00.
Bus	
Proposition	Yes: Phillips, Green, Allen, Townsend
to Appear on	Absent: Swain
the May 2016	No: None
Annual Meeting	The motion carried.
and Budget	
Vote not	
to Exceed the	
Amount of	
\$115,348.00	

15-16 197 Moved by Allen, seconded by Phillips, to approve Sale of Bus # 57 for trade in value of
Approve Sale \$3,500.00 toward the purchase of a new 66 passenger diesel school bus.
of Bus #57
for Trade In Yes: Phillips, Green, Allen, Townsend
Value of Absent: Swain
\$3,500.00 No: None
Toward the The motion carried.
Purchase of a
New 66 Passenger
Diesel School Bus

15-16 198 Moved by Green, seconded by Phillips, to approve advertising a RFP for an External
Approve Auditor for a three-year period with a possible two-year extension.
Advertising a
RFP for an Yes: Phillips, Green, Allen, Townsend
External Absent: Swain
Auditor for No: None
a Three-Year The motion carried.
Period with
a Possible
Two-Year
Extension

Old Business

Julie Gayne provided the Board of Education with a print out of current budget expenditures that includes unexpected expenditures. The Business Office continues to monitor the 2015-16 budget carefully.

Julie Gayne and Mr. Hall reported on the State Aid Budget figures released for 2016-17. The projected State Aid funding needed for school districts in the 2016-17 school year was 2.4 billion dollars. The Governor is proposing 2.1 billion over a two-year period. The Foundation Aid for the District is flat with no increase in funds. The District's GEA restoration remains at a \$120,990 with only \$72,007 restored for 2016-2017.

Mr. Hall indicated that Senator Flanagan has indicated not approving the 2016-17 State Budget unless the GEA is gone.

Mr. Hall reported that Jason Jantzi will be submitting the District's Building Condition Survey on the portal but requires District certification.

Julie Gayne took the opportunity to review with the Board of Education Capital Reserve monies and/the Capital Project/ figures provided by Fiscal Advisors. The discussion will be more in depth going forward.

Julie Gayne reported receiving the second payment for the Lawler Pilot Project.

Julie Gayne reviewed with the Board of Education the option of using voting machines versus paper ballots for the Annual Budget Vote.

The Board of Education consented to continue using paper ballots for the Annual Budget Vote.

Board Issues

There were no Board Issues.

The Board of Education did not have to enter into Executive Session to discuss Employment History of a Particular Person.

15-16 199 Moved by Green, seconded by Allen, to adjourn the meeting.
Adjourn
Yes: Phillips, Green, Allen, Townsend
Absent: Swain
No: None
The motion carried.

The meeting adjourned at 6:07 p.m.

Sheri Rose, District Clerk

Gregg Townsend, Board President