

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

**Board of Education Meeting
Tuesday, November 17, 2015 @ 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 5:01 p.m. in the Board of Education Conference Room.

Members Present: Gregg Townsend, Stephen Swain, Christine Allen, Dale Phillips

Members Absent: Angela Green

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.

15-16 134 Moved by Phillips, seconded by Swain, to approve the October 20, 2015
Approve minutes.
October
20, 2015 Yes: Phillips, Allen, Swain, Townsend
Minutes Absent: Green
 No: None
 The motion carried.

15-16 135 Moved by Swain, seconded by Allen, to approve Treasurer's Report,
Approve Extracurricular Report, and Internal Claims Auditor Report.
Treasurer's
Report, Yes: Phillips, Allen, Swain, Townsend
Extracurricular Absent: Green
Report, and No: None
Internal The motion carried.
Claims
Auditor
Report

Angela Green arrived at 5:06 p.m.

15-16 136 Moved by Green, seconded by Phillips, to approve CSE & CPSE
Approve Recommendations numbers: 890, 1015, 1651, 917, 1431, 2099, 2107,
CSE & CPSE 1861.
Recommendations
 Yes: Phillips, Allen, Swain, Townsend, Green
 No: None
 The motion carried.

15-16 137 Moved by Phillips, seconded by Swain, to approve 2015-16 School Tax
Approve Collector's Report.
2015-16
School Tax Yes: Phillips, Allen, Swain, Townsend, Green
Collector's No: None
Report The motion carried.

Mr. Hall took the opportunity to publically indicate that Sally Daly did a nice job and it was another successful tax collecting season.

15-16 138 Moved by Swain, seconded by Allen, to adopt 2016-17 Budget Calendar.
Adopt
2016-17 Yes: Phillips, Allen, Swain, Townsend, Green
Budget No: None
Calendar The motion carried.

- 15-16 139 Moved by Allen, seconded by Green, to approve a Four-Year MORIC
Approve a Four-Year MORIC Multi-Year Digital Printer Agreement not to exceed \$26,738.00 plus related borrowing fees.
Multi-Year Digital Printer Agreement not to Exceed \$26,738.00 Plus related Borrowing Fees
Yes: Phillips, Allen, Swain, Townsend, Green
No: None
The motion carried.
- 15-16 140 Moved by Allen, seconded by Green, to approve Northern Glass for installation costs of warranty operational spring mechanisms for approximately 88 windows not to exceed \$8,500.00 – reflection of NYS Department of Labor prevailing wage rates and certificates of insurance.
Northern Glass for Installation Costs of Warranty Operational Spring Mechanisms for Installation Costs of Warranty Operational Spring Mechanisms not to Exceed \$8,500.00 Prevailing Wage Rates & Certificates of Insurance
Yes: Phillips, Allen, Swain, Townsend, Green
No: None
The motion carried.
- 15-16 141 Moved by Swain, seconded by Allen, to accept a \$500.00 donation from Donald & Carol Smith for the Backpack Program.
Accept a \$500.00 Donation from Donald & Carol Smith for the Backpack Program
Yes: Phillips, Allen, Swain, Townsend, Green
No: None
The motion carried.
- 15-16 142 Moved by Swain, seconded by Allen, to accept a \$1,000.00 donation from the Auxiliary to American Legion for the Backpack Program.
Accept a \$1,000.00 Donation from the Auxiliary to American Legion for the Backpack Program
Yes: Phillips, Allen, Swain, Townsend, Green
No: None
The motion carried.
- 15-16 143 Moved by Phillips, seconded by Allen, to approve Evelyn Nohle, Grade 3, as Out of District student for the 2015-16 School Year.
Approve Evelyn\ Nohle, Grade 3, as Out of District Student for the 2015-16 School Year
Yes: Phillips, Allen, Swain, Townsend, Green
No: None
The motion carried.

- 15-16 144 Moved by Swain, seconded by Allen, to approve closing Out of District requests for the remainder of the 2015-16 school year.
Approve Closing Out of District Requests for the Remainder of the 2015-16 School Year
Yes: Phillips, Allen, Swain, Townsend, Green
No: None
The motion carried.
- 15-16 145 Moved by Allen, seconded by Green, to approve Stephanie Warner as long-term substitute for Grade 2, FMLA Leave, tentatively December 18, 2015 – June 24, 2016.
Approve Stephanie Warner as Long-Term Substitute for Grade 2, FMLA Leave, Tentatively December
Yes: Phillips, Allen, Swain, Townsend, Green
No: None
The motion carried.
- 15-16 146 Moved by Green, seconded by Allen, to accept resignation of Lonnie Brislan, Mechanic/Bus Driver, effective November 13, 2015.
Accept Resignation of Lonnie Brislan, Mechanic/Bus Driver, Effective November 15, 2015
Yes: Phillips, Allen, Swain, Townsend, Green
No: None
The motion carried.
- 15-16 147 Moved by Allen, seconded by Green, to approve Paul Gibbs as Mechanic/Bus Driver, at an annual salary of \$51,319 pro-rated beginning November 16, 2015 – June 30, 2016.
Approve Paul Gibbs as Mechanic Bus Driver, at an Annual Salary of \$51,319 Pro-Rated Beginning November 16, 2015 – June 30, 2016
Yes: Phillips, Allen, Swain, Townsend, Green
No: None
The motion carried.
- 15-16 148 Moved by Green, seconded by Allen, to approve Kim McCargar as substitute teacher aide and cafeteria employee pending fingerprint clearance.
Approve Kim McCargar as Substitute Teacher Aide and Cafeteria Employee Pending Fingerprint Clearance
Yes: Phillips, Allen, Swain, Townsend, Green
No: None
The motion carried.
- 15-16 149 Moved by Allen, seconded by Green, to approve Jodie Foster as a substitute teacher aide and cafeteria employee.
Approve Jodie Foster As Substitute Teacher Aide and Cafeteria Employee
Yes: Phillips, Allen, Swain, Townsend, Green
No: None
The motion carried.

- 15-16 150 Moved by Green, seconded by Allen, to approve Dan Aubin as Volunteer Assistant Coach for Boys' Basketball Program pending clearance of coaching certifications.
 Approve Dan Aubin As Volunteer Assistant Coach for Boys' Basketball Program Pending Clearance of Coaching Certifications
 Yes: Phillips, Allen, Swain, Townsend, Green
 No: None
 The motion carried.
- 15-16 151 Moved by Green, seconded by Swain, to approve Greg Burns as Volunteer Assistant Coach for Girls' Basketball Program pending clearance of coaching certifications.
 Approve Greg Burns as Volunteer Assistant Coach for Girls' Basketball Program Pending Clearance of Coaching Certifications
 Yes: Phillips, Allen, Swain, Townsend, Green
 No: None
 The motion carried.
- 15-16 152 Moved by Phillips, seconded by Green, to approve Use of Building for Youth Basketball for Grades K-6 on Saturdays and Sundays beginning December 2015 – March 2016.
 Approve Use of Building for Youth Basketball for Grades K-6 on Saturdays and Sundays beginning December 2015 – March 2016
 Yes: Phillips, Allen, Swain, Townsend, Green
 No: None
 The motion carried.
- 15-16 153 Moved by Allen, seconded by Green, to approve discarding one teacher desk, 1 GBC Shredmaster Paper Shredder – Serial #05i5182, Model 3220, Asset Control # A00039101; 1 Hamilton Beach Microwave – Serial #DJ1008A08253, Asset Control # A00107133, Sackets Harbor Tag # 02215; 1 Walker Turner Wood Lathe – Serial #51dd4a, Asset Tag # A00039136.
 Approve Discarding Various Items
 Yes: Phillips, Allen, Swain, Townsend, Green
 No: None
 The motion carried.

Superintendent's Report

Mr. Hall reported Mr. Timothy Mason has passed away.
 Mr. Hall reported the Eighth Annual Veteran's Day Ceremony went well and took the opportunity to thank all that participated.
 Mr. Hall reported the Utica National Inspection went well. Staff and faculty are doing a great job to be in compliance.
 Mr. Hall reported students participated in Mad City Money. This is a program offered through the Fort Drum Rise Grant. This was a great opportunity for middle school students to participate in real life financial lessons.
 Mr. Hall reported he attended the St. Lawrence Psychiatric Center ribbon cutting ceremony at the Jefferson-Lewis BOCES for the Mental Health Service Department.
 Mr. Hall reported he attended a public meeting regarding Galloo Island. This was an information meeting with booth displays giving individuals the opportunity to learn about view sheds, migratory of birds, and to speak with engineers. Ms. Gaffney was in attendance along with Mrs. Quinn and students from her classes. Students had the opportunity to earn extra credit.

Mr. Phillips indicated PILOTS are written one-sided. Mr. Hall indicated there is no increase in revenue if a project can't be started without a PILOT. The school decision should not be based on view shed or industrial wind. Taxing jurisdictions for decommissioning are spelled out in documents.

Mr. Hall reported Fort Drum Rise Coordinator has taken a position at Watertown City Schools and the consortium will be interviewing for a replacement.

Mr. Hall reported the Annual BOCES visitation for services will be on November 9.

Mr. Hall reported on the Usherwood MORIC Commitment meeting. The District is very pleased with the company.

Mr. Hall reported that he and Ms. Gaffney attended the Governor’s Task Force Common Core Meeting at OCC.

There could be legislative action on the horizon. Mr. Hall indicated Ms. Gaffney did a great job presenting.

Mr. Hall reported that he, Julie Gayne, and Jen Gaffney met with Ben Masalona, Fiscal Advisors, regarding the District’s Debt Service & Building Condition Survey.

Mr. Hall reported the District had a DOT inspection on three units and all three passed. The District is back on the right path.

Mr. Hall reported he has been recertified for Lead Evaluator of Principals.

Mr. Hall reported he would be attending a Youth Court Advisory meeting on Wednesday at 7:00 a.m. Mr. Hall indicated United Way is looking to assist Youth Court with funding.

Mr. Hall reported he will be attending an Energy Consortium meeting this Friday. This is the largest consortium in the State of New York.

Mr. Hall reported Parent/Teacher Conferences are scheduled for November 23 and 24, 2015.

Mr. Hall reported he would be attending a NYSCOSS APPR/Roadmap Task Force meeting on November 24th in Albany as a representative to meet with the Commissioner.

Mr. Hall reported the Legislative Breakfast is scheduled for December 4, 2015.

Mr. Hall reported that he and Ms. Gaffney met with Senator Ritchie on November 16, 2015 and provided data and fiscal realities of the District.

Mr. Hall took the opportunity to read a letter from Sally Doxtator regarding the Lawler PILOT.

Principal’s Report

Ms. Gaffney reported the District continues to make progress with the roll-out of the new Social Studies Framework. K-5 teachers are in the process of implementing inquiries in their classroom units.

Ms. Gaffney reported that she and Mrs. Haycock had conducted interviews for the approved maternity leave.

Ms. Gaffney took the opportunity to publically congratulate Copenhagen on their State Championship Title in Girls Soccer

Ms. Gaffney reported Athletic Night went well. Ms. Gaffney took the opportunity to thank the Booster Club for the refreshments that were provided.

Ms. Gaffney reported basketball season has begun. Our JV Boys’ have 19 athletes, Varsity Boys’ has 16. Varsity Girls’ have 10 and JV Girls’ have 11. Both Varsity coaches will be taking athletes to Media Day on Friday, November 20, 2015 which is hosted by Section III.

Ms. Gaffney reported 25 students have received a refresher from Sources of Strength trainers out of the University of Rochester.

Ms. Gaffney reported the SADD Hypnotist Show and Spaghetti Dinner was well attended.

Ms. Gaffney reported Halloween festivities went well. The Annual Parade has been extended to outside.

Ms. Gaffney reported at the Celebration of learning the “Eye of the Tiger” was sung by the chorus to our basketball teams.

Ms. Gaffney reported the NYS Smart Schools Investment Plan Preview will be on Monday, November 23, 2015. This plan focuses on maintaining infrastructure and acquisition of much needed hardware to include iPads, Chromebooks, and Smartboards.

Ms. Gaffney reported Regional Principal Role continues this year. A PD session was held on using data and the next PD session will be on climate and culture.

Ms. Gaffney reported that she, Carol Barkley, and Ryan Tastor have participated in SEDDAS Training. The District needs to develop a plan to track hours to earn credentials.

Ms. Gaffney reported that she, Julie Gayne, Carol Barkley, and Marlene Lennox participated in Medicaid Compliance Training.

Ms. Gaffney reported she attend the Galloo Presentation. This presentation provided a great wealth of information.

Ms. Gaffney reported she was in Fiscal Navigation Training all day today.

Ms. Gaffney reported she attended UpState Leadership Council on Monday at JCC. This is an opportunity to network. This Council is inspired by strong women who want to inspire others.

Ms. Gaffney reported the American Legion continues to provide amazing support to the Backpack Program. Ms. Gaffney also reported that Car Freshner is providing turkey and potatoes for Thanksgiving Baskets along with staff providing desserts, vegetables, rolls and cranberry sauce. Ms. Gaffney took the opportunity to publically thank everyone for their support

Board Issues

There were no Board Issues.

New Business

The Board of Education took the opportunity to have the first read of Policy 7220: Textbooks.

15-16 154 Waive Second Read of Policy 7220	Moved by Swain, seconded by Green, to waive the second read of Policy 7220: Textbooks. Yes: Phillips, Allen, Swain, Townsend, Green No: None The motion carried.
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15-16 155 Moved by Green, seconded by Allen, to approve Policy 7220.

Approve

Policy 7220 Yes: Phillips, Allen, Swain, Townsend, Green

No: None

The motion carried.

Julie Gayne reported the District continues to be fiscally prudent with the 2015-16 budget but the District has had some large unexpected expenses as outlined in the Board of Education handout.

Julie Gayne reported the Tax Cap and CPI for the 2016-17 Budget is going to be minimal if not close to zero. A focus for the NYS 2016-17 Budget is GAP elimination. The Board of Regents is advocating for a 2.4 Billion increase. Julie Gayne indicated the District remains optimistic.

Old Business

Julie Gayne updated the Board of Education on the Building Condition Survey that was presented to them earlier this school year. The portal to submit to SED is still not open yet for final submission. Ben Masalona, Fiscal Advisors, reviewed the Building Condition Survey and confirmed if the District was to consider any items that need to be addressed in the survey, the District should review a timeframe for approvals to coincide when debt services go off. Julie Gayne indicated she is not trying to advocate for a project just making everyone aware of how the financial logistics are a factor to be considered to insure there is aid to offset debt service payments.

Dale Phillips inquired what kind of dollars does the District use?

Julie Gayne indicated the District would want building aid coming in to coincide with debt service principal and interest payments of a project. This requires all final cost reports to be filed prior to State aid payments flowing. Previously, only certificates of substantial completion were required for aid to begin.

Based on the current debt service schedule, the District would build a calendar time frame with a 2019 completion target date. Julie Gayne also indicated Fiscal Advisors is excellent at working with SED and guiding the District with aid alignment. Ben Masalona, Fiscal Advisors, will provide the District with a sample forecast based on the Building Condition Survey.

Mr. Hall took the opportunity to remind the Board of Education on the SMART Schools Bond Act Community Forum Meeting Monday, November 23, 2015 at 5:00 p.m. in the MPR and a quorum will be needed. A reminder will be sent.

Julie Gayne reported there is no update on the Comptroller's Audit. The District is still waiting for a call regarding the entrance interview.

15-16 156 Moved by Swain, seconded by Green, to go into Executive Session to discuss
Executive Employment History of a Particular Person.
Session

Yes: Phillips, Allen, Swain, Townsend, Green

No: None

The motion carried.

The meeting recessed to Executive Session at 6:12 p.m.

15-16 157 Moved by Green, seconded by Swain, to come out of Executive Session.

Come out

of Executive Yes: Phillips, Allen, Swain, Townsend, Green
Session

No: None

The motion carried.

The meeting resumed at 6:20 p.m.

15-16 158 Moved by Swain, seconded by Green, to adjourn.

Adjourn

Yes: Phillips, Allen, Swain, Townsend, Green

No: None

The motion carried.

The meeting adjourned at 6:21 p.m.