

Board Members Present:

Andrew Martin, President
Lorraine Wood, Vice President
Michael Bedworth
Philip Buddie
Kristy Fischmann
Michael Lawyea
Chance Nickerson
Timothy McCarthy
Steven Patch

Administration/Board Officers in Attendance:

Mr. Thomas Colabufo, Superintendent of Schools
Concetta Galvan, Assistant Superintendent for Instruction & Personnel
Teresa Ross, Executive Director of Pupil Personnel Services
Erin Phillips, Executive Director of Elementary Education
Maureen Phippen Ladd, School Business Manager
Iraina Gerchman, Executive Director for Planning, Development and Technology
Pearl Horn, District Clerk
Mathew Penrod, Central Square Middle School Principal
Carol Scaccia, Central Square Middle School Asst. Principal

Others Present:

Mr. Tom Walker, Raymond Wager, CPA's
Interested staff and community members

Item A. The Regular Meeting was called to order by Board President Andrew Martin at 6:34 p.m.	<u>Call To Order</u>
Item B. The Flag Salute was led by Board President Andrew Martin.	<u>Flag Salute</u>
<p>Item C: A motion (McCarthy/Nickerson) that the Central Square Central School District Board of Education hereby approves the <i>October 2, 2017</i> meeting agenda, with a change in the order. The Independent Auditor's Report will be directly after the Superintendent's Report.</p> <p>Vote: 9 Yes, 0 No, 0 Abstain, Motion carried unanimously.</p>	<u>Approval of Agenda</u>
<p>Item D: Superintendent's Report</p> <ul style="list-style-type: none"> • Congratulations to Erin McCarthy for Channel 9's Athlete of the Week for Girls Tennis. • Mrs. Danielle House and Mrs. Deb O'Mara have done a wonderful job with rebranding the career center at Paul V. Moore High School. They have organized a field trip to OCC for their Open House and are planning to expand opportunities like this as we continue the rebranding of the Career Center. We appreciate all of their hard work. • On Thursday, September 28th, Stephanie Hall was presented with the 2017 Judith Marten Secretary Award from the NYS Athletic Administrator Association Chapter 3. This award is only given to one secretary within the whole chapter. She received recognition, a plaque and attended a luncheon. 	<u>Superintendent's Report</u>
<p>Reports to the Board of Education</p> <p>2. Independent Auditor's Report - Mr. Tom Walker, Raymond Wager, CPA's</p> <p>Mr. Walker met with the Audit Committee directly before the Board meeting. They had very good discussion regarding Fund Balance, Reserve Fund, Long Term Planning and the overview of other operating funds of the District. This was the first year performing the audit for the District. In regards to the Business Office, the accuracy and cooperation was excellent.</p>	<u>Reports to the Board of Education</u>
<p>Proposed Executive Session</p> <p>A motion (Martin/Lawyea) that the Central Square Central School District Board of Education hereby move into Executive Session at 6:43 p.m. for the purpose of discussing a Superintendent's Hearing Appeal and matters leading to the employment of a particular person, with action to follow.</p> <p>Vote: 9 Yes, 0 No, Motion carried unanimously.</p> <p><i>RECONVENE: Mr. McCarthy made the motion to reconvene the Board meeting. Mr. Bedworth seconded the motion and it was carried with 9 yes votes at 7:21 p.m.</i></p>	<p><u>Executive Session</u></p> <p>RECONVENE</p>

<p>Item E: Reports to the Board of Education</p> <ol style="list-style-type: none"> 1. Spotlight on the Central Square Middle School <ul style="list-style-type: none"> - Mr. Mathew Penrod, Central Square Middle School Principal 2. Fund Balance/Reserves <ul style="list-style-type: none"> - Mrs. Maureen Phippen Ladd, School Business Manager <p><i>(Presentations can be found in the District Clerk's supplemental file).</i></p>	<p><u>Reports to the Board of Education</u></p>
<p>Item F: Open/Board Forum</p> <p><u>Blue Card:</u></p> <ul style="list-style-type: none"> - Mrs. Linda House, Central Square, Re: Food pantries (Mrs. House wanted to thank the school district for the amazing partnership it has with the food pantries. She has 200 registered families that they provide for and appreciates all of the help that the District has given; every event usually ties into collecting food for the food pantry. If there is any way that the word can get out to the community to help support the food pantry, she would be grateful. <p><u>Unfinished Business:</u></p> <ul style="list-style-type: none"> - Full-time floating substitutes – Mr. Colabufo explained that the lack of substitutes is not just a Central Square problem, it is all school districts. He stated that our District on average has 36 teachers a day out for sick, personal, bereavement, family, etc. Raising the substitute pay still did not help the District. He checked with legal regarding the 30-day floating substitute positions, this is not legal. Board member Chance Nickerson feels that we may be able to get more information out to the community – on what the qualifications are to substitute for each position. Mr. Colabufo agreed and will ask Ms. Heather Schuss from CiTi PR to place this information on social media. - Discussion on the 2017 Voting Delegates' Guide for the Annual Business Meeting – Board President Andrew Martin explained that there were 35 resolutions. He asked the entire Board if they would like to talk about any of the resolutions. Board member Philip Buddie inquired about #6 – that the New York State School Boards Association supports a rigorous process for granting teacher certification. Board President Andrew Martin makes a motion not to adopt this resolution, Timothy McCarthy seconds the motion, Vote: 9 Yes, 0 No, 0 Abstain, Motion carried unanimously. Board President Andrew Martin makes a motion not to adopt the Proposed Bylaw Amendment A – that Articles 6 and 8 of the bylaws of the New York State School Boards Association shall be amended to expand membership on the Board of Directors to include a director from the New York State Caucus of Black School Board Members. Vote: 9 Yes, 0 No, 0 Abstain, Motion carried unanimously. - Discussion on the Formation of the College & Career Readiness Committee – Mr. Colabufo stated that he feels very strongly on forming this committee. The purpose is to tap into the greater community to come up with the attributes of a Central Square graduate. He would like to see a committee comprised of teachers, administrators, secondary students, parents, business owners/workers, and college admission officers. He feels that 6 people at 12 tables would be perfect. Five Board members have offered to join this committee: Andrew Martin, Timothy McCarthy, Steven Patch, Kristy Fischmann, and Michael Bedworth. <p><u>Board Forum:</u></p> <ul style="list-style-type: none"> • Board member Lori Wood thanked John Pierce and Yolanda Bertrand from Transportation for the great job they did handling the bus accident with the HME students. Also, to the staff that stayed and called parents that day – thank you. • Superintendent Colabufo (on behalf of Raegan Parrotta) – He explained that Raegan could not be at the meeting tonight due to suffering a concussion at the football game. This was what she wanted to mention at the Board meeting – she is very interested in making sure that the alma mater is taught at the elementary level. He said he will make sure he gets the word around to the administration. • Board President Andrew Martin mentioned two dates in October, please rsvp to Pearl so she can make one call. The first one is the Mental Health on October 16, 2017, from 6:00-7:30 p.m. The second one is the Oswego County School Boards Association Kick-off, which is on October 30 at the Eis House in Mexico, 6:00 p.m. start time. 	<p><u>Open/Board Forum</u></p>

<ul style="list-style-type: none"> • Board President Andrew Martin also mentioned the Superintendent Evaluation Timeline. This should be an annual process. The Board needs to make sure that the superintendent's contract and the policy align. Right now it does not, so the Policy Committee should be looking at Policy 4240 and make sure it aligns with the contract. The next Policy Committee is on November 20. If everyone is in agreement, it will be voted on at the next Board meeting. • Board member Michael Bedworth asked about the bus for field band. Superintendent Colabufo explained that it is one of the goals for our Head Mechanic, he is looking into a price and will let us know. 	
<p>Item G: Items for Discussion and Action</p> <p><u>G.1 Approval of the Contract with Pyramid Brokerage for the Sale of the Former District Office</u></p> <p>A motion (McCarthy/Nickerson) that the Central Square Central School District Board of Education hereby accepts the contract with the Pyramid Brokerage for the sale of the former District Office.</p> <p>Vote: 9 Yes, 0 No, 0 Abstain, Motion carried unanimously.</p> <p><u>G.2 Acceptance of the 2016-2017 Independent Audit Report</u></p> <p>The following was presented earlier in the meeting by Mr. Tom Walker from Mr. Raymond Wager, CPA's. General Municipal Law requires that the Board of Education officially acknowledge the receipt of the Annual Independent Auditor's Report</p> <ul style="list-style-type: none"> • a. Audited Financial Statement • b. Management Letter • c. Management Letter Response • d. Executive Summary • e. Required Correspondence • f. Annual Financial Report – ST-3 <p>A motion (McCarthy/Bedworth) that the Central Square Central School District Board of Education hereby accepts the 2016-2017 Independent Audit Report.</p> <p>Vote: 9 Yes, 0 No, 0 Abstain, Motion carried unanimously.</p> <p><u>G.3 Approval of Overnight Student Trips</u></p> <ol style="list-style-type: none"> a. Paul V. Moore High School requested an overnight student trip to Albany, New York, for the NYS CLSA 2017 State Conference for Student Government. This trip would involve approximately 30 students and their chaperones, Mrs. Debbie O'Mara, Ms. Erin O'Mara, and Mrs. Christina Burtis, leaving on Sunday, November 19, 2017 and returning on Tuesday, November 21, 2017. The students will participate in the NYS CLSA 2017 State Conference. The cost to the District is \$4,642.50. b. Paul V. Moore High School requested an overnight student trip to Rochester, New York, for the NYS Conference Symphonic Band. This trip would involve one student and her chaperone, Ms. Kelly Mascaro, leaving on Thursday, November 30, 2017 and returning on Sunday, December 3, 2017. The student will participate in the NYS Conference Symphonic Band. The cost to the District is \$872.00. <p>A motion (McCarthy/Wood) that the Central Square Central School District Board of Education hereby approves the overnight student trips.</p> <p>Vote: 9 Yes, 0 No, 0 Abstain, Motion carried unanimously.</p>	<p><u>Items for Discussion and Action</u></p> <p><u>MOTION</u></p>

<p><u>G.4 Approval of the Establishment and Funding of the Workers' Compensation Reserve</u></p> <p>A motion (McCarthy/Nickerson) that the Central Square Central School District Board of Education hereby approves the Establishment and Funding of the Workers' Compensation Reserve.</p> <p>Vote: 9 Yes, 0 No, 0 Abstain, Motion carried unanimously.</p> <p>(A copy of the documents listed above can be found in the District Clerk's supplemental file.)</p>	
<p>Item H: Consent Agenda</p> <p>A motion (McCarthy/Wood) that the Central Square Central School District Board of Education hereby approves the Consent Agenda.</p> <p>Vote: 9 Yes, 0 No, 0 Abstain, Motion carried unanimously.</p> <ol style="list-style-type: none"> 1. Approval of Minutes from the September 11, 2017 Regular Board Meeting 2. Approval of Monthly Bills 3. Approval of Year-to-Date Budget Report 4. Approval of the Budget Transfers Report 5. Approval of Internal Claims Audit Report 6. Acceptance of Recommendations from the Committee on Special Education and the Pre-School Committee on Special Education 7. Approval of Disposals/Surplus Property <ul style="list-style-type: none"> - Disposal of textbooks and library books from Millard Hawk Elementary School 8. Approval of Donations <ol style="list-style-type: none"> a. Donation to the PVM Rifle Team from the North Sportsmen's Club for the purchase of an air rifle gun, \$635.00. <p>There was a discussion on where the disposal of books go after it is approved. Board member Kristy Fischmann would like to see the books given to the students or to a place where they would be used. Superintendent Colabufo will look into the legality of this and let the Board know.</p> <p>(A copy of the documents listed above can be found in the District Clerk's supplemental file.)</p>	<p><u>Consent Agenda</u></p> <p><u>MOTION</u></p>
<p>Item I. Personnel – Instructional/Non-Instructional Personnel</p> <p>Approval of Instructional/Non-Instructional Appointments, Tenure, Transfers, Resignations, Leaves of Absence, Suspensions, Terminations and Substitutes:</p> <p><u>APPOINTMENTS</u></p> <ol style="list-style-type: none"> a. To approve the probationary appointment of Stephen Schwalm, Bus Driver at the Transportation Center, effective October 3, 2017. Stephen is replacing Nancy Renaud due her retirement. b. To approve the probationary appointment of Valerie Schwalm, Bus Monitor at the Transportation Center, effective October 3, 2017. Valerie is filling a new position that is being created at the October 2, 2017 board meeting. c. To approve the probationary appointment of Julie Frank, Teaching Assistant at Hastings-Mallory Elementary, effective October 3, 2017. Julie is replacing Deborah Graves due her retirement. d. To approve the long-term substitute appointment of Glenn Venskus, English Teacher at PV Moore High School, effective September 20, 2017. Glenn is substituting for Robyn Rozhon's maternity leave. e. To approve the probationary appointment of Damon Villnave, Dean of Students at PV Moore High School, effective January 22, 2018. Damon is being appointed to a new position that was created at the September 11, 2017 board of education meeting. f. To approve the individuals listed for Teacher Mentor(s) for the 2017-2018 school year, effective October 3, 2017. g. To approve the individuals listed for Extra Duty Appointments/Resignations/Revisions for the 2017-2018 school year, effective October 3, 2017. h. To approve the individuals listed as Service Providers for the 2017-2018 school year. 	<p><u>PERSONNEL</u></p>

- i. To approve the individuals listed for **Student/Practicum/Field Placement Teachers** for the 2017-2018 school year.

APPROVAL OF RESIGNATIONS, LEAVES OF ABSENCE, SUSPENSIONS, AND TERMINATIONS

- j. To accept the retirement of **Michael Hickey**, Bus Driver at the Transportation Center, effective October 23, 2017 (end of day). Michael has submitted his letter of retirement effective October 23, 2017 (end of day) with 11 years and 2 months of service with the District.
- k. To accept the retirement of **Michele Groff**, Senior Food Service Helper at the CS Middle School, effective October 30, 2017 (end of day). Michele has submitted her letter of retirement effective October 30, 2017 (end of day) with 31 years and 2 months of service with the District.
- l. To approve the medical leave of absence utilizing the Family & Medical Leave for **Carol Harington**, Night Lead Cleaner at Millard Hawk Elementary, effective August 29, 2017 until further notice.
- m. To approve the medical leave of absence utilizing the Family & Medical Leave for **Nadina Hilton**, Custodial Worker at CS Middle School, effective date to be determined through 60 days (pending birth of child).
- n. To approve the Family & Medical Leave of absence for **Jaime Brown**, Mathematics Teacher at the CS Middle School, effective September 5, 2017 through a date to be determined (pending physician's release).
- o. To approve the medical leave of absence for **Kari Kimpland**, Elementary Education (Grade 6) Teacher at the CS Middle School, effective September 11, 2017 through September 22, 2017.
- p. To approve the medical leave of absence for **Stacy McGill**, Special Education Teacher at PV Moore High School, effective September 18, 2017 through September 29, 2017.
- q. To approve the Family & Medical Leave of absence for **Stafford Spreter**, Physical Education Teacher at Hastings-Mallory & Brewerton Elementary Schools, effective September 22, 2017 through approximately September 29, 2017 (pending birth of child).
- r. To approve the Family & Medical Leave of absence for **Leanne Strader**, Elementary Education (Grade 4) Teacher at Hastings-Mallory Elementary School, effective approximately January 29, 2018 through 12 weeks (pending birth of child).
- s. To accept the removal of **JodyAnne Tantillo**, Level II Substitute Teacher at Brewerton Elementary, effective September 6, 2017. Mrs. Tantillo was not needed for the long-term substitute teacher position. She will remain on daily substitute teacher list.

SUBSTITUTE, TUTOR, OR STUDENT TEACHER LIST

- t. To approve the list of **Teaching Assistant Substitutes** for 2017-2018 school year, effective October 3, 2017.
- u. To approve the list of **Non-Instructional Substitutes** for 2017-2018 school year, effective October 3, 2017.
- v. To approve the correction of name on the list of **Non-Instructional Substitutes** for 2017-2018 school year.
- w. To approve the list of **Instructional Substitutes** for 2017-2018 school year, effective October 3, 2017.

ELIMINATION/CREATION OF POSITIONS

- x. To approve the creation of a **Teaching Assistant (1:1)** position at A.A. Cole Elementary, effective October 3, 2017 due to CSE recommendation.
- y. To approve the creation of a **Teaching Assistant (Kindergarten)** position at Hastings-Mallory Elementary, effective October 3, 2017 due to an increase in student enrollment.
- z. To approve the creation of a **Bus Monitor** position, effective October 3, 2017, due to an increase in student needs.
- aa. To approve the elimination of a **.8 fte Special Education** position, effective July 1, 2017 due to an increase in student need a full-time position was created and the .8fte position is no longer needed.
- bb. To approve the creation of a **Speech Therapist** position at CS Middle School, effective September 1, 2016 due to an increase in student need.
- cc. To approve the elimination of two (2) **Elementary Education** positions, effective July 1, 2017 due to a decrease in student enrollment.

<p>dd. To approve the creation of a part-time Special Education position, effective October 3, 2017 due to an increase in student need.</p> <p>A motion (McCarthy/Nickerson) that the Central Square Central School District Board of Education hereby approves the Instructional/Non-Instructional Personnel in its entirety.</p> <p>Vote: 9 Yes, 0 No, 0 Abstain, Motion carried unanimously.</p> <p><i>Mr. Colabufo congratulated two people that were in the audience: Mr. Damon Villnave on his new position as Dean of Students and also Ms. Julie Frank on her appointment as a Teaching Assistant.</i></p> <p>(A detailed copy of the Instructional/Non-Instructional personnel documents listed above can be found in the District Clerks supplemental file.)</p>	
<p>Proposed Executive Session</p> <p>A motion (Martin/Lawyea) that the Central Square Central School District Board of Education hereby move into Executive Session at 8:39 p.m. for the purpose of discussing the sale or lease of a building, with no action to follow.</p> <p>Vote: 9 Yes, 0 No, Motion carried unanimously.</p> <p><i>RECONVENE: Mr. Martin made the motion to reconvene the Board meeting. Mr. Lawyea seconded the motion and it was carried with 8 yes votes at 9:08 p.m.</i></p>	<p><u>Proposed Executive Session</u></p>
<p>Item J. Adjournment</p> <p>A motion (Bedworth/Lawyea) that the Central Square Central School District Board of Education hereby adjourns the meeting at 9:09 p.m.</p> <p>Vote: 9 Yes, 0 No, Motion carried.</p>	<p><u>Adjournment</u></p>

Respectfully submitted,



Pearl E. Horn, District Clerk

BOE Approved 11.6.17