

Board of Education Meeting – March 7, 2018

Call to Order at 6:30 p.m., Penn Yan Elementary School Cafeteria, Three School Drive, Penn Yan, NY; President Morehouse presiding

Board Members Present: J. Morehouse, K. Guenther, R. Johnson, L. Terpolilli, R. Bloom, L. Warren, D. Willson, P. Bacher (6:31 p.m.)

Others Present: H. Dennis, C. Milliman, G. Baker, K. Dean, R. Perrault, W. Kinsey, S. Barden, K. Burcroff, D. Pullen, Students, Teachers, Parents, Community Members, Media Representatives

A motion was made by Mrs. Guenther and seconded by Mrs. Johnson to approve the agenda as revised. Motion carried, 7-0.

Information and Reports

- A. The Board enjoyed a performance by the cast of the PYA Production “Catch Me If You Can.”
- B. PYEA Reports – PYMS Science Teacher Frank Straub reported on the upcoming Science Fair and the success of the PYMS Science Olympiad Team.
- C. PYE Principal Karen Burcroff presented information regarding the New York State Mentoring Program (FY-2018-109)
- D. PYA Principal David Pullen and Assistant Superintendent for Instruction and Staff Development Gregory Baker reported on PYA Quarter 2 Data. Mr. Pullen also reported PYA has received the Project Lead the Way Distinguished High School Award. The PLTW recognition program is designed to honor districts and schools committed to increasing student access, engagement, and achievement in their PLTW programs. Mr. Pullen thanked all past and present teachers and administrators for their assistance and support of PLTW. (FY-2018-110)

Board Member and Superintendent Comments

- A. Kathy Guenther indicated Four County School Boards Association Leadership is working on a replacement for Sharon Sweeney, who will be retiring in June.

Mrs. Guenther congratulated the following outstanding PYCSD Students: Claire and Molly Pullen on their nomination by Section V as athletes who also do community service and show school spirit. Cady Brady, a third grade student who wrote a poem that has been chosen as a winner of the Appelle Publishing 2017 Rising Stars competition. Annella Tillman has earned her spot for the National Junior Gold Bowling Championships in Dallas, TX and Braden Webber, who recently competed in an Auctioneering Competition and placed in the top three.

- B. Superintendent Howard Dennis indicated PYA students and staff will be honoring the Parkland, Florida students and staff on March 14, 2018 with a special remembrance program.

Mr. Dennis indicated the District may hold a special board meeting April 11, 2018 for budget discussions. Mr. Dennis received an update from the NYS State Education Department of Facilities Planning regarding the capital project. Unfortunately, the process is not progressing as quickly as anticipated and certain aspects of the capital project may be delayed. Further information will be shared as soon as it becomes available.

Mr. Dennis recently attended workshops and meetings in Albany regarding school budgets, tax caps and school safety concerns. Mr. Dennis will send a letter to all parents and staff regarding safety and he encourages anyone with comments, questions, suggestions or concerns to contact him.

Items for Board Discussion/Action

Superintendent Howard Dennis and Assistant Superintendent for Business Cathy Milliman reviewed the 2018-19 Draft Budget. (FY-2018-111)

Policy Matters

A motion was made by Mrs. Guenther and seconded by Mrs. Warren to remove the following policies from the table:

Policy

- #5761 - Drug and Alcohol Testing for School Bus Drivers and Other Safety-Sensitive Employees (revisions)
- #7222 - Diploma or Credential Options for Students with Disabilities (revisions)
- #7313 - Suspension of Students (revisions)
- #7320 - Alcohol, Tobacco, Drugs, and Other Substances (revisions)

Motion to remove the policies from the table carried, 8-0. After discussion, President Morehouse called for a vote on the original motion to approve the policies. All present voted yes. Motion carried, 8-0.

Consent Agenda/Routine Matters

A motion was made by Mrs. Guenther and seconded by Mrs. Warren to approve the following routine matters:

- A. Acceptance of February 14, 2018 Board of Education Meeting Minutes (FY-2018-112)
- B. Approval of Overnight Field Trip Request: Penn Yan Outdoor Adventure Club, Keene Valley, Adirondack Park, May 26-28, 2018 (FY-2018-113)

All present voted yes. Motion carried, 8-0.

Consent Agenda/Finance Matters

A motion was made by Mrs. Johnson and seconded by Mrs. Guenther to approve the following financial matters:

A. Acceptance of Donations:

1. \$30 for PYA Drama Club from United Methodist Church
2. \$246 for PYMS Drama Club from Tina Webber

B. Approval of Budget Transfers:

From: A1620-408-01-0000	Gas/Heat PYE	\$10,000.00
To: A1621-414-06-0100	Maintenance Repair	\$10,000.00
Reason: Recondition Gym Floor PYE		

C. Approval of the following Resolution:

WHEREAS, the Penn Yan Central School District (the “District”) issued a Request for Proposals for Construction Management Services for its 2017 Capital Improvement Project; and

WHEREAS, the District has selected Watchdog Building Partners as its Construction Manager for its 2017 Capital Improvement Project; and

WHEREAS, the School District’s legal counsel and Watchdog Building Partners have jointly drafted a contract for Construction Management services relative to the Project (a copy of which is attached hereto); and

NOW, THEREFORE, be it resolved as follows:

1. The Board of Education approves the retention of Watchdog Building Partners to proceed with the 2017 Capital Improvement Project in accordance with the terms and conditions of the contract approved by legal counsel and provided to the Board of Education on this date.
2. This resolution shall take effect immediately.

Mrs. Johnson thanked Tina Webber and the United Methodist Church for their generous donations.

All present voted yes. Motion carried, 8-0.

Personnel Matters

A motion was made by Mrs. Bloom and seconded by Mrs. Guenther to approve the following personnel matters:

A. Approval of Non-Certified Personnel Report

Appointment
Name

Position

Eff. Date, Sch. Step

Judy Winegardner	Custodial Worker Long Term Sub	1/16/18, Sch. 14, step 1
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Van Strong	Custodial Worker Long Term Sub	1/22/18, Sch. 14, step 1
Lindsey Morehouse	Temporary Website/Social Media Coordinator	3/5/18, 15-20 hours/week, \$15/hr.

Change in Hours

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Eff. Date</u>
Robin Davie	6.0	4.0	3/12/18
Pam Newcomb	5.5	5.75	3/12/18

Change in Title

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Eff. Date</u>
Robin Davie	Cook	Food Service Helper	3/12/18
Pam Newcomb	Food Service Helper	Cook Manager	3/12/18
Robin Vermilye	Cashier	Food Service Helper	3/12/18

B. Approval of Certified Personnel Report

Resignation(s)

<u>Name</u>	<u>Position</u>	<u>Eff. Date</u>
Nancy Jameson * For purpose of retirement. Mrs. Jameson began at PY Schools on 7/1/1992	School Psychologist	June 30, 2018 *
Lizabeth Rasmussen * For purpose of retirement. Mrs. Rasmussen began at PY Schools on 9/1/1987	Elementary Teacher	June 30, 2018 *
Karen Q. Reed * For purpose of retirement. Mrs. Reed began at PY Schools on 11/14/1988	Elementary Teacher	June 30, 2018 *
Barbara Mulberger * For purpose of retirement. Ms. Mulberger began at PY Schools on 9/1/1995	Elementary Teacher	June 30, 2018 *
Carolyn Foster * For purpose of retirement. Mrs. Foster began at PY Schools on 9/1/2001	Reading Teacher	June 30, 2018 *
Ann Bush	Teaching Assistant	March 9, 2018
Elaine Meyer	Ninth Grade Head Co-Advisor	February 25, 2018
Elaine Meyer	Ninth Grade Ass't 1 Co-Advisor	February 25, 2018

2017-18 Extracurricular/Advisor Appointments

<u>Name</u>	<u>Position</u>	<u>Eff. Date</u>
Stacey Gerhardt	Ninth Grade Head Co-Advisor	February 26, 2018

Appointment(s)

Name of Appointee: Jake Hinshaw

Tenure Area: Teaching Assistant

Date of Commencement of Service: March 5, 2018

Expiration Date of the Appointment: March 5, 2022

Salary: Step 1 \$ 20,347
Total Salary \$ 20,347 (pro-rated)

- C. Approval of Substitute List Additions (FY-2018-114)
- D. Correction to the appointment date of Brandon Merkley as Groundskeeper to February 26, 2018 instead of March 1, 2018 and authorization to amend the minutes of February 14, 2018 regarding same
- E. Approval of Tenure Appointments as follows:
1. Upon the recommendation of Howard Dennis, Superintendent of Schools, **Melissa Herrick** is appointed on tenure to the **Teaching Assistant** tenure area. The tenured service shall begin on May 7, 2018. The appointee holds Level One Teaching Assistant certification in the Teaching Assistant certification area, valid through 8/31/19.
 2. Upon the recommendation of Howard Dennis, Superintendent of Schools, **Melissa Bretz** is appointed on tenure to the **Special Education** tenure area. The tenured service shall begin on September 1, 2018. The appointee holds Permanent certification in the Special Education certification area.
 3. Upon the recommendation of Howard Dennis, Superintendent of Schools, **Francis Straub** is appointed on tenure to the **Science** tenure area. The tenured service shall begin on September 1, 2018. The appointee holds Professional certification in the Biology certification area.
 4. Upon the recommendation of Howard Dennis, Superintendent of Schools, **Christopher Wickham** is appointed on tenure to the **Special Education** tenure area. The tenured service shall begin on September 1, 2018. The appointee holds Initial certification in the Students with Disabilities, Grades 1-5 certification area, valid through 8/31/20.
- F. Approval of Increase in 2017-18 Salary from \$35,000 to \$40,000 for Donielle Dennis, ESD Site Coordinator, retroactive to 10-17-17 and pro-rated accordingly through June 30, 2018 based on additional duties assumed when the Program Coordinator position was vacated and left unfilled (\$3525.66)
- G. Approval of Payment of 6th Teaching Assignments (eff. 2/26/18) in Accordance with the PYEA Contract for the following individuals: Steve Willson (.5), Nancy Davis (.5)

H. Approval of Payment of 6th Teaching Assignment in Accordance with the PYEA Contract for Jan Murray-Abraham effective 9/1/16-6/30/17

Motion carried, 6-0-2 with Mr. Morehouse and Mr. Willson abstaining.

A motion was made by Mrs. Guenther and seconded by Mrs. Bloom to Call for Executive Session at 7:40 p.m. for the discussion of the employment history of particular persons and collective negotiations and appointment of Kathy Guenther as Clerk Pro-Tem for the remainder of the meeting. All present voted yes. Motion carried, 8-0.

The Board returned to Open Session at 8:25 p.m. on a motion made by Mrs. Johnson and seconded by Mrs. Warren. Motion carried, 8-0.

The meeting was adjourned at 8:26 p.m. on a motion made by Mrs. Bacher and seconded by Mr. Willson. All present voted yes. Motion carried, 8-0.

Respectfully submitted,

Kathleen M. Dean
District Clerk

Kathy Guenther
Clerk Pro-Tem