

Board of Education Meeting – April 25, 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, P. Bacher, D. Willson, L. Terpolilli, R. Bloom

Board Member(s) Absent/Excused: L. Warren

Others Present: H. Dennis, C. Milliman, G. Baker, K. Dean, S. Barden, W. Kinsey, E. Foote, D. Pullen, T. Tansey, K. Burcroff, K. Johnson, Students, Parents, Teachers, Community Members, Media Representatives

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

Information and Reports

- A. PYEA Report - PYE Teachers Margot Martini, Karen Fingar, Sara Fauth and Katie Bailey, as well as PYE Students Will Thompson, Josh Burleigh, Avery Hillman, Addy Yonts, Kendall Sebring and Rylee Kemp presented their recent writing projects. (FY-2018-127)
- B. PYA Principal David Pullen and Assistant Superintendent for Instruction and Staff Development Gregory Baker reported on PYA Quarter 3 Data (FY-2018-128)
- C. PYE Principal Edward Foote provided a report on Early Elementary Programming. (FY-2018-129)

Items for Board Discussion/Action

- A. Election of Wayne-Finger Lakes BOCES Board Members as follows: (FY-2018-130)
 - 1. A motion was made by Mrs. Guenther and seconded by Mrs. Johnson for the Board of Education of the Penn Yan Central School District to cast one vote for O.J. Sahler to hold a seat on the Wayne-Finger Lakes BOCES Board for a three-year term effective July 1, 2018. All present voted yes. Motion carried, 7-0.
 - 2. A motion was made by Mrs. Guenther and seconded by Mrs. Johnson for the Board of Education of the Penn Yan Central School District to cast one vote for Lynn Gay to hold a seat on the Wayne-Finger Lakes BOCES Board for a three-year term effective July 1, 2018. All present voted yes. Motion carried, 7-0.

3. A motion was made by Mrs. Guenther and seconded by Mrs. Johnson for the Board of Education of the Penn Yan Central School District to cast one vote for Timothy DeLucia to hold a seat on the Wayne-Finger Lakes BOCES Board for a three-year term effective July 1, 2018. All present voted yes. Motion carried, 7-0.
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- B. A motion was made by Mrs. Bloom and seconded by Mrs. Johnson to approve the 2018-19 Tentative Administrative Budget (Part 1) of the Wayne-Finger Lakes Board of Cooperative Educational Services in the amount of \$3,363,755. All present voted yes. Motion carried, 7-0.

Policy Matters

A motion was made by Mrs. Johnson and seconded by Mrs. Guenther to approve the first reading of the Proposed Policy Revision(s)

#5660 - School Food Service Program (Lunch and Breakfast) (revisions) (FY-2018-131)

After discussion, a motion was made by Mr. Willson and seconded by Mrs. Bloom to table the approval until 5/2/18. Motion to table carried, 7-0.

Board Member and Superintendent Comments

- A. Mrs. Guenther recently attended “Giants in the Sky” and the PYCSD Art Show and indicated the students did a phenomenal job. She congratulated all of the students for their success and indicated the talent at PYCSD is superb. Mrs. Guenther congratulated the Music Department for their recent national award and she thanked everyone involved for their dedication to PYCSD. Mrs. Guenther attended the Code of Conduct Meeting, the QIC Meeting and the recent Four County School Board Association Dinner and indicated all meetings were informative and beneficial. Mrs. Guenther is looking forward to the Manhattan Chamber Orchestra concert that will be held at PYCSD tomorrow.

Mrs. Johnson reported Four County School Boards Association will interview Executive Director Candidates on May 1, 2018. Further information will be provided after the meeting.

- B. Superintendent Howard Dennis indicated the BOCES Technical and Career Center tour will be held on 5/11/18. The students will provide lunch and a tour for anyone interested. Mr. Dennis indicated the “Resilience” movie will be shown at PYA on 4/26 for anyone available. The movie is presented by Pro-Action of Steuben and Yates County and relates to the effects that trauma has on the body.

Consent Agenda/Routine Matters

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

- A. Acceptance of Board of Education Meeting Minutes
 - 1. March 21, 2018 (FY-2018-132)
 - 2. April 11, 2018 (FY-2018-133)
- B. Acceptance of Special Education Report (FY-2018-134)

All present voted yes. Motion carried, 7-0.

Consent Agenda/Finance Matters

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

- A. Acceptance of Monthly Financial Reports – March, 2018 (FY-2018-135)
 - 1. Treasurer’s Report
 - 2. General Fund
 - a. Revenue Status Report
 - b. Budget Status Report
 - 3. School Lunch Fund
 - a. Revenue Status Report
 - b. Budget Status Report
 - 4. Federal Fund
 - a. Revenue Status Report
 - b. Budget Status Report
 - 5. Trust & Agency Fund
 - a. Revenue Status Report
 - b. Budget Status Report
 - 6. Capital Fund
 - a. Revenue Status Report
 - b. Budget Status Report
- B. Acceptance of Donations for the Clay Target Shooting Club in Memory of Daryl Middlebrook
 - 1. \$20 from Dan Banach
 - 2. \$50 from Marble’s Automotive, Inc.
 - 3. \$200 from Leigh & Cory Williams
 - 4. \$100 from Lynn Morse
 - 5. \$500 from Paul & Nancy Middlebrook
 - 6. \$100 from Douglas Goodman
 - 7. \$150 from Castner's Performance Systems LLC
- C. Acceptance of \$704 from Donors Choose Grant for PYE for flexible seating
- D. Acceptance of Financial Statement on Extraclass Activity Funds for PYMS and PYA from January 1-March 31, 2018 (FY-2018-136/137)

- E. Establishment of Capital Project Change Order Authorization Protocol as follows:
 - * Up to \$10,000 – Approval by the Superintendent
 - * \$10,001 - \$20,000 – Approval by the Board of Education Capital Project Committee
 - * \$20,001+ - Approval by the Board of Education
- F. Approval of Recommended Bid Award for PYCSD Site Work: LG Evans Construction (FY-2018-138)
- G. Acceptance of \$200 Donation from Kiwanis Club of Penn Yan for PYE to cover cost of transporting students to the Outlet Trail to plant trees

Mrs. Johnson thanked the various individuals and businesses for the generous donations. She indicated the District appreciates the continued support from the community.

All present voted yes. Motion carried, 7-0.

Personnel Matters

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

- A. Approval of Non-Certified Personnel Report

Probationary Appointment(s)

RESOLVED, that upon the recommendation of Howard Dennis, Superintendent of Schools, **Janet Edwards** be appointed as **Food Service Helper**, step 1, sch. 16, 3 hrs./day, probationary status effective April 12, 2018, with a period of probation to be fifty-two (52) weeks extended by periods of authorized or unauthorized absence in excess of an aggregate of ten work days.

Summer School Appointment(s)

<u>Name</u>	<u>Position</u>	<u>Eff. Date, Stipend</u>
Cheryl Fenton	Cook	7/9-8/17, reg. hrly. rate

Resignation

<u>Name</u>	<u>Position</u>	<u>Eff. Date</u>
Barbara LaBarr	School Monitor	6/30/18 *

* For purpose of retirement. Mrs. LaBarr began in September, 2006.

- B. Approval of Certified Personnel Report

Resignation(s)

<u>Name</u>	<u>Position</u>	<u>Eff. Date</u>
Janice Murray Abraham	Mathematics	August 31, 2018
Andrea Lyke	Special Education	August 31, 2018 *
* Contingent upon appointment to Elementary position, eff. September 1, 2018		
Holly McCaslin	PYE Building Substitute	May 11, 2018

Appointment(s)

Name of Appointee: Sharon Killebrew

Assignment: Special Education Long Term Sub

Date of Commencement of Service: February 26, 2018 (retroactive)

Expiration Date of the Appointment: June 22, 2018

Salary:

Step 1	\$ 40,687
33 hrs. @ \$30/hr.	<u>\$ 990</u>
Total Salary	\$ 41,677 (pro-rated)

Name of Appointee: Michelle Morehouse

Assignment: English as Second Language Long Term Sub

Date of Commencement of Service: September 1, 2018

Expiration Date of the Appointment: June 30, 2019

Salary: Remains at current placement on salary schedule *

* This appointment is in accordance with the Memorandum of Understanding with PYEA and approved by the Board of Education

Name of Appointee: Andrea Lyke

Tenure Area: Elementary

Date of Commencement of Service: September 1, 2018

Expiration Date of the Appointment: September 1, 2021

Salary: Remains at current placement on salary schedule

Name of Appointee: Heather LaBarr

Tenure Area: Elementary

Date of Commencement of Service: September 1, 2018

Expiration Date of the Appointment: September 1, 2022

Salary: Step 10 \$ 45,832
Total Salary \$ 45,832 *

* Graduate hours will be added upon receipt of transcript

Extended School Day Appointment(s)

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Kendra Reed	Program Leader	\$25/hr.

Extracurricular Advisor Appointment(s)

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Ashley Tapscott	Future Teachers of America (Co-Advisor)	N/A
Patti Harling	Future Teachers of America (Co-Advisor)	N/A
Stacey Gerhardt	Ninth Grade, Head	\$864 (.5) eff. 2/26/18
Beth Fultz	Ninth Grade, Head	\$864 (.5) eff. 2/26/18
Stacey Gerhardt	Ninth Grade, Ass't 1	\$438 (.5) eff. 2/26/18
Beth Fultz	Ninth Grade, Ass't 1	\$438 (.5) eff. 2/26/18
Stacey Gerhardt	Ninth Grade, Ass't 2	\$438 (.5) eff. 2/26/18
Beth Fultz	Ninth Grade, Ass't 2	\$438 (.5) eff. 2/26/18

C. Approval of Additions to Substitute Lists (FY-2018-139)

D. Approval of 2018 Summer School Positions

(Please note: the number of positions filled will be based on actual student enrollment and may change once participation is finalized. Staff is allowed one additional day for set up and one day for clean-up)

- 15 Elementary Education Teachers (July 9 – August 3)
- 8 Special Education Teachers (July 9 – August 3)
- 8 Teaching Assistants (July 9 – August 3)
- 2 Special Education Teachers (July 9 – August 17)
- 2 Teaching Assistants (July 9 – August 17)
- 1 Speech (July 9 – August 17)
- 1 Sign Language Interpreter - 3 hours/day (July 9 – August 3)
- 1 Physical Therapist - 7 hours/week (July 7 – August 17)
- 1 School Psychologist 6 weeks 3 hours/day (July 9 – August 17)
- 7 Teacher Aides (July 9 – August 17)
- 1 Nurse – RN (July 9 – August 17)
- 1 Occupational Therapist - 10 hours per week (July 9 – August 17)
- 1 Cook (July 9 – August 17)
- 13 Bus Drivers (July 9 – August 17)
- 4 Bus Attendants (July 9 – August 17)

E. Approval of Memorandum of Agreement between Penn Yan Central School District and CSEA regarding Technology Manager Duties (FY-2018-140)

F. Approval of Memorandum of Understanding between Penn Yan Central School District and PYEA regarding Michelle Morehouse One-Year Appointment to ESOL (FY-2018-141)

All present voted yes. Motion carried, 7-0.

A motion was made by Mrs. Johnson and seconded by Mrs. Bloom to call for Executive Session at 7:08 p.m. for the discussion of the employment history of particular persons and appointment of Kathy Guenther as Clerk Pro-Tem for the remainder of the meeting. Motion carried, 7-0.

The Board returned to Open Session at 7:26 p.m. on a motion made by Mrs. Terpolilli and seconded by Mrs. Johnson. Motion carried, 7-0.

The Meeting was adjourned at 7:27 p.m. on a motion made by Mr. Willson and seconded by Mrs. Terpolilli. All present voted yes. Motion carried, 7-0.

Respectfully submitted,

Kathleen M. Dean
District Clerk

Kathy Guenther
Clerk Pro-Tem