

The Heuvelton Central School Board of Education met in the Multi-Media Room on Thursday, July 14, 2016, for the purpose of reorganization and selection of officers and officials for the school year 2016-2017.

The Meeting was called to order by the District Clerk Tessa E. Herron at 7:05 p.m.

Members present: Michael Davis, Dennis Durant, Barbara Knauf, Andrew Martin, Todd Mashaw, Michelle McGaw and Thomas Nichols

Members absent: None

Also present: Susan Todd, Superintendent; Shannon Jordan, PreK-6 Principal, Jesse Coburn, 7-12 Principal, Michael Robinson Assistant Business Manager, and Tessa Herron, District Clerk.

Guests: L. Davis, A. Calkins, P. Hebert, L. Piercey, T. Piercey, K. LaPiene, B. LaPiene, A. Streeter, E. Streeter, C. Willard, B. Willard, L. Woodard, W. Willard, K. McCormick, P. McCormick, J. King, B. Ladouceur, E. Ladouceur, S. Murdock & C. McCormick

- 16-01 Motion #1
Agenda To adopt the revised agenda.
Moved: McGaw Seconded: Knauf
Seven present, seven ayes. Carried
- 16-02 Motion #2
Consent Agenda To approve the items for adoption on the consent agenda for the July 14, 2016 meeting which included:
- To appoint the Town of Oswegatchie Town Clerk, Vicki Thornhill, as District Tax Collector at a stipend of 2,200 for the period July 1, 2016 through June 30, 2017. (A133301600000)
 - To appoint the firm of Furgison & Co., C.P.A., PC, as the District's Independent Auditor for the period July 1, 2016 through June 30, 2017 at a stipend of \$11,980. (A13204182300)
 - To appoint Tessa Herron as Central Treasurer – Extra-Classroom Activity Fund Account for the period July 1, 2016 through June 30, 2017 at a stipend of \$2,700.
 - To appoint the Superintendent of Schools as Treasurer and the Secretary to the Superintendent of Schools as Deputy Treasurer of the District's Scholarship Funds for the period July 1, 2016 through June 30, 2017.
 - To appoint Marianne Weldon as Census Enumerator for the period July 1, 2016 through June 30, 2017. (A80701600000)
 - To appoint Dr. Kelly Scott as School Physician for the period July 1, 2016 through June 30, 2017 at a stipend of \$200 per month. (A28154000000 - \$2,000 / A55104182600 - \$400)
 - To appoint Nancy Merkley, FNP-C to provide medical services to the Heuvelton Central School District for the 2016-2017 school year at a stipend of \$9,500. (A28154000000 - \$7125/A55104182600 - \$2375)
 - To appoint Stephanie Gilbert as the District's Chairperson for the Committee on Special Education and Chairperson for the Committee on Preschool Special Education for the period July 1, 2016 through June 30, 2017.
 - To appoint the members of the District's Committee and Sub-Committee on Special Education for the period July 1, 2016 through June 30, 2017 as per the attached list.
 - To appoint the members of the District's Committee on Preschool Special education for the period July 1, 2016 through June 30, 2017 as per the attached list.
 - To appoint the Superintendent of Schools, as Records Access Officer and the Secretary to the Superintendent of Schools, as Records Management Officer for the period July 1, 2016 through June 30, 2017.
 - To appoint Christopher Cole, Head Building Maintenance Worker, as AHERA (LEA) Asbestos Hazardous Emergency Response Act Designee for the period July 1, 2016 through June 30, 2017.
 - To appoint Margaret Sweeney as Title IX Compliance Officer for the period July 1, 2016 through June 30, 2017.
 - To appoint Stephanie Gilbert as Section 504/ADA Compliance Officer for the period July 1, 2016 through June 30, 2017.
 - To appoint Margaret Sweeney as Liaison for Homeless Children and Youth for the period July 1, 2016 through June 30, 2017.
 - To appoint Andrew Silver as School Board Attorney for the period July 1, 2016 through June 30, 2017. (A14204002500 - \$1,000 retainer/anything above and beyond at a rate of \$125 per hour)
 - To appoint Patricia Hebert as Claims Auditor at a stipend of \$1,500 for the period of July 1, 2016 through June 30, 2017.
 - To appoint Board member Dennis Durant as the District's representative and the Superintendent of

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Schools as the District's alternate representative to the Board of Directors of the St. Lawrence-Lewis Counties School District Employees Medical Plan and the St. Lawrence-Lewis Counties School District Employees Workers' Compensation Plan for the period July 1, 2016 through June 30, 2017.

- To approve for the period September 1, 2016 through June 30, 2017, a stipend of \$2,600 for Sharon Murdock to the position of Substitute Calling Person.
- To approve for the period September 1, 2016 through June 30, 2017 a stipend of \$4,500 for Joan Fischer to the position of After-School Coordinator.
- To appoint Stephanie Gilbert as DASA Coordinator for the period July 1, 2016 through June 30, 2017.
- To designate a petty cash fund in the amount of \$100 to be established for the period July 1, 2016 through June 30, 2017 with the District Treasurer having responsibility for the proper supervision of this fund.
- To designate the Ogdensburg Journal and Advance News as the District's official newspaper for the period July 1, 2016 through June 30, 2017.
- To designate the Community Bank, NA as the District's official bank depository for the period July 1, 2016 through June 30, 2016.
- To designate the District Deputy Treasurer as the District Officer to sign all checks for the period July 1, 2016 through June 30, 2017.
- To designate the District Treasurer, District Deputy Treasurer, the Assistant Business manager assigned to the District by the BOCES Cooperative Business Office and the Deputy Treasurer of the District's Scholarship Funds as the District Officers to sign District Scholarship Fund Checks for the period July 1, 2016 through June 30, 2017.
- To designate the Assistant Business Manager assigned to the District by the BOCES Cooperative Business Office as District Purchasing Agent for the period July 1, 2016 through June 30, 2017.
- To designate the Superintendent of Schools as the District Official to certify all payrolls for the period July 1, 2016 through June 30, 2017.
- To designate the Superintendent of Schools as the person to receive court notifications regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings.
- To designate the following dates for the Board of Education meetings for the 2016-2017 school year:
 - Wednesday, August 24, 2016 @ 7:00 p.m. – Regular Meeting
 - Wednesday, September 28, 2016 @ 7:00 p.m. – Regular Meeting
 - Wednesday, October 26, 2016 @ 7:00 p.m. – Regular Meeting
 - Wednesday, November 16, 2016 @ 7:00 p.m. – Regular Meeting
 - Wednesday, December 21, 2016 @ 7:00 p.m. – Regular Meeting
 - Wednesday, January 25, 2017 @ 7:00 p.m. – Regular Meeting
 - Wednesday, February 15, 2017 @ 7:00 p.m. – Regular Meeting
 - Wednesday, March 8, 2017 @ 7:00 p.m. – Special Budget Meeting
 - Wednesday, March 22, 2017 @ 7:00 p.m. – Regular Meeting
 - Wednesday, April 5, 2017 @ 7:00 p.m. – Special Budget Meeting
 - Tuesday, April 25, 2017 @ 7:00 p.m. – Regular Meeting/Vote on BOCES Budget
 - Wednesday, May 24, 2017 @ 7:00 p.m. – Regular Meeting
 - Wednesday, June 28, 2017 @ 7:00 p.m. – Regular Meeting
- To authorize the Superintendent of Schools to approve, with expenses, all appropriate staff members' conference, convention and workshop requests for the period July 1, 2016 through June 30, 2017. Further recommend the Board authorize the Board President to approve, with expenses, all appropriate Board Members' and Superintendent conferences, convention and workshop requests for the period July 1, 2016 through June 30, 2017.
- To authorize the Superintendent of Schools to approve budgetary transfers between and within functional unit appropriations for the period July 1, 2016 through June 30, 2017.
- To authorize the Superintendent of Schools to be the District representative to sign and file all applications and certifications for federal and state grants for the period July 1, 2016 through June 30, 2017.
- To authorize the IRS Rate as the Mileage Reimbursement Rate for the period July 1, 2016 through June 30, 2017 when appropriate staff use their own vehicles on official business.
- To approve a resolution to participate in the Cooperative Investment Program for the period July 1, 2016 through June 30, 2017.
- To approve a resolution to participate in a Cooperative Purchasing Program for the period July 1, 2016 through June 30, 2017.
- To approve a resolution authorizing the Board President and Vice President to appoint the impartial

hearing officer to preside over Special Education Hearings held pursuant to 8 NYCRR 200.5

- To authorize the purchase of a Bond for the District Treasurer in the amount of \$350,000 for the period July 1, 2016 through June 30, 2017.
- To authorize the purchase of a Bond for the District Deputy Treasurer in the amount of \$350,000 for the period July 1, 2016 through June 30, 2017.
- To authorize the purchase of a Bond for the District Tax Collector in the amount of \$350,000 for the period July 1, 2016 through June 30, 2017.
- To approve the Free and Reduced School Breakfast and Lunch Program Policy and accompanying Income Eligibility Guidelines for the 2016-2017 school year.
- To approve the following prices for meals at HCS:
 - o Breakfast - \$1.50
 - o Lunch - \$2.00
- To approve the addition of a school monitor for the 2016-2017 school year.
- To approve the attached list of substitute rates for the Heuvelton Central School District.

Moved: Nichols Seconded: McGaw
 Seven present, seven ayes. Carried

16-03 Motion #3
 President Nomination

Dennis Durant nominated Michael Davis for President, seconded by McGaw.
 Thomas Nichols nominated Andrew Martin for President, seconded by Knauf.

<u>Davis</u>	<u>Martin</u>	<u>Abstain</u>
Davis	Knauf	
Durant	Martin	
	Mashaw	
	McGaw	
	Nichols	

The polls were closed. Seven members present, seven votes were cast. Andrew Martin was declared elected. The oath of office was administered to Andrew Martin, President by Tessa Herron, District Clerk

16-04 Motion #4
 Vice President
 Nomination

Dennis Durant nominated Barbara Knauf for Vice President, seconded by Davis.

The polls were closed. Seven members present, seven ayes. Barbara Knauf was declared elected. The oath of office was administered to Barbara Knauf, Vice President by Tessa Herron, District Clerk.

16-05 Motion #5
 Appointment of Officers

To appoint Tessa Herron as District Clerk for the period July 1, 2016 through June 30, 2017.

Moved: Nichols Seconded: McGaw

Seven present, seven ayes. Carried

The oath of office was administered to Tessa Herron, District Clerk by Andrew Martin, President.

16-06 Motion #6
 Appointment of Officers

To appoint Superintendent of Schools as District Treasurer for the period July 1, 2016 through June 30, 2017.

Moved: McGaw Seconded: Durant

Seven present, seven ayes. Carried

The oath of office was administered to Susan Todd, District Treasurer by Tessa Herron, District Clerk.

16-07 Motion # 7
 Appointment of Officers

To appoint the Assistant Business Manager as Deputy District Treasurer for the period July 1, 2016 through June 30, 2017.

Moved: Durant Seconded: Knauf

Seven present, seven ayes. Carried

The oath of office was administered to Michael Robinson, Deputy District Treasurer, by Tessa Herron, District Clerk.

16-08 Motion #8
 Legislative Liaison

To appoint Michelle McGaw as Legislative Liaison to the New York State School Boards Association and as Board Representative to the St. Lawrence-Lewis Counties School Boards Association's Standing Committee of Education Legislation for the period July 1, 2016 through June 30, 2017.

Moved: Nichols Seconded: Knauf

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Seven present, seven ayes. Carried

16-09 Motion # 9
Audit Committee

To appoint the following Board Members for the 2016-2017 Audit Committee:

- Mike Davis
- Tom Nichols
- Todd Mashaw

Motioned: Nichols Seconded: Knauf

Seven present, seven ayes. Carried

July 8, 2015 Regular Board of Education Meeting

16-10 Presentation
Code of Conduct

Mr. Coburn explained the changes that were made in the Code of Conduct regarding electronic devices.

Mr. Nichols shared his concerns about data usage with cell phones. He stated that if the teachers are expecting the students to use their phones for research the district should be able to provide proper usage/network coverage so that data is not being used from their plans.

16-11 Public Forum

Mr. Jim King, Class of 1991 shared that as an Alumni and former student athlete that he was concerned to hear that athletes in their later athletic careers are thinking of leaving HCS sports to go to other districts to play other sports. Mr. King expressed concerns about recruiting rumors, which he believed to be false. He suggested that the district open a dialogue with students to get their feedback and opinions.

Mr. Kenneth LaPiene shared that he has a son who is on the OFA wrestling team. Mr. LaPiene shared his concern that he heard from the OFA Coach that Heuvelton is no longer going to be doing mergers with OFA.

Mr. Martin shared that at the last Board meeting the discussion was held about the cost of mergers and that the Board never discussed cutting mergers. The Board decided to reach out to OFA and ask about the rising costs of HCS students playing on teams at OFA. It was never suggested to cut the mergers. All mergers were approved in May for fall sports. Mrs. Todd shared that the district has received a response from OFA that all mergers were approved by their Board of Education with the exception of Hockey.

Mr. Charlie McCormick explained that a letter was mailed to HCS from Boston College to their daughter on May 27 and they never received it until Monday of this week. The letter was an invitation to attend a basketball camp in the month of June at Boston College. Mr. McCormick expressed concerns about the delay in receiving the letter. Mr. McCormick stated that they have not had a problem with this up until this point. He stated that needless to say he is very disappointed with the process that took place and how this was handled. He stated that he hopes this doesn't happen again. Mr. McCormick states that he hopes in the near future the process can be straightened out.

Mr. McCormick also expressed that there was no recruiting done by the OFA coaches. Mr. McCormick thanked the Board for their time and support.

Mrs. Kari McCormick shared concerns about the letter not being received in a timely manner.

Mrs. Lynette Piercey stated that she wanted to touch base on the recruiting issue regarding her son. She stated that her son Cole wasn't talked to by any coach.

Mrs. Billie Jo LaPiene expressed that she thinks the District needs to ask these students why they are moving on to another sport.

16-12 Motion # 10
HTA Contract

To ratify the Collective Bargaining Agreement between the Heuvelton Central School District and the Heuvelton Teachers' Association that runs from July 1, 2016 through June 30, 2019.

Moved: Nichols Seconded: Davis

Seven present, seven ayes. Carried

- 16-13 Motion # 11
Code of Conduct To adopt the 2016-2017 Code of Conduct with revised language regarding "Student Use of Communication and Electronic Devices."
Moved: Davis Seconded: Mashaw
Seven present, seven ayes. Carried
- 16-14 Motion # 12
Minutes To approve the minutes of the June 22, 2016, Regular Meeting of the Board of Education.
Moved: Durant Seconded: Knauf
Seven present, seven ayes. Carried
- 16-15 Motion # 13
Personnel To accept, with regrets, the resignation of Jim Howes as Bus Driver and Bus Mechanic for the purpose of retirement from these positions effective July 31, 2016.
Moved: Nichols Seconded: McGaw
Seven present, seven ayes. Carried
- 16-16 Motion #14
Personnel To appoint Jim Howes as a school monitor effective September 1, 2016 at an hourly rate of \$11.60/hr.
Moved: Davis Seconded: Knauf
Seven present, seven ayes. Carried
- 16-17 Motion#15
Personnel To approve an amendment to the Superintendent's Employment agreement extending Susan Todd's contract to June 30, 2017.
Moved: Nichols Seconded: Knauf
Seven present, seven ayes. Carried
- 16-18 Horizontal Promotion
Information Only The following horizontal promotion effective September 1, 2015, Erin LaBella from Step 3 Bachelors to Step 3 Masters. – For Information Only
- 16-19 Horizontal Promotion
Information Only The following horizontal promotion effective May 14, 2016, Angela Calkins for 21 additional credit hours completed. – For Information Only
- 16-20 Administrative/BOE
Reports Mrs. Todd discussed with the Board the following:
- The State Comptroller Auditor is here and working. He will be here for approximately 60 days and he will be focusing on payroll.
 - Mrs. Nancy Mashaw's thank you card – it was nice to get positive feedback from the staff.
 - The capital project was just approved by NYSED. She is going to get together with Mike Ebertz & Steve Staveski to develop a timeline for the project.
- Mrs. Jordan discussed with the Board the following:
- Thank the Board for sending teachers to Florida for the Model Schools Conference. Mrs. Jordan stated that this year for her it was an even deeper look at how to become a model school. It was really special to bring 7 other staff members. The teachers that attended were taking it all in and coming up with some ideas to incorporate in the district.
 - Mrs. Piercey stated that it was a great opportunity and it was such a positive experience. She thanked the Board for allowing this to happen and was happy to be able to share in that.
- Mr. Coburn discussed with the Board the following:
- Hard to believe less than a month ago we had graduation
 - Europe trip left two days after graduation it was a very successful trip for Maggie Whalen, the 14 students, and himself
 - Summer school is off and running – about 10 are enrolled and about 10 more are taking regents again
 - Constructivist Conference is next week there is one high school team attending along with Elementary teams
 - The custodial staff is moving and working hard.
 - The Marching season has started. The Band has been to Cape Vincent, Jefferson County and this weekend Sacketts Harbor.
 - He and Mrs. Jordan met with a representative from the Food Bank of CNY – regarding the backpack program looking to make some strategic planning for this.

Mr. Nichols shared that he has had parents express frustration over the lighting in the Auditorium. He stated that the AC was awesome, the audio was good but that he is still hearing concern about visually it is hard to see students on the stage. Mr. Nichols stated that he does love the new color of the paneling.

Mr. Robinson discussed with the Board the following:

- Most of his time has been with the Auditor from the Comptroller's office. That will lead right into the external audit from Furgison & Co.

16-21 Public Forum

Mr. Jim King stated that for the people in attendance who don't know he is a member of the Ogdensburg Board of Education. He stated that he doesn't know where or how the rumor was started but Ogdensburg is not looking to turn away any mergers. As long as the Heuvelton Board approves it to go to their Board it will be approved.

Mrs. Calkins spoke about the backpack committee. She thanked Mr. Nichols for securing a large sum of money from the Galliee church as a donation for this program. The committee is looking to start that back up and get backpacks up and running as soon as next week.

16-22 Motion # 16
Convene Executive Session

To convene an executive session at 7:52 for the purpose of discussing employment of a particular individual and to appoint Susan Todd as Clerk Pro-Tem.

Moved: Nichols Seconded: Durant
Seven present, seven ayes. Carried

Respectfully Submitted,

Tessa E. Herron
District Clerk

16-23 Motion #17
End Executive session

To approve ending executive session at 9:03 p.m.

Moved: Durant Seconded: McGaw
Seven present, seven ayes. Carried

16-24 Motion #18
Adjournment

To approve adjourning the meeting at 9:04 p.m.

Moved: Davis Seconded: Mashaw
Seven present, seven ayes. Carried

Respectfully Submitted,

Susan E. Todd
Clerk Pro-Tem