

**CITY SCHOOL DISTRICT OF THE CITY OF NORWICH
BOARD OF EDUCATION**

December 19, 2018

The Regular Meeting of the Board of Education of the City School District of the City of Norwich, in the County of Chenango, New York, was held at the District Office, 89 Midland Drive, Norwich, New York, in said District on Wednesday, December 19, 2018.

PRESENT: Hon. Howard Sullivan; President; Mrs. Roz DeRensis, Vice-President; Mr. Brian Burton; Mr. Donald Chirlin; Mr. John Klockowski; Mrs. Jamie Maistros; Mr. Brian Reid; Mr. Gerard O'Sullivan, Superintendent; Mr. Robert Wightman, District Clerk.

ABSENT: None

Hon. Howard Sullivan, President, called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was recited.

- 1. ADOPTION OF MINUTES** – Upon the recommendation of the Superintendent and on a motion by Mrs. DeRensis, seconded by Mr. Chirlin and carried 7-0, the minutes from the November 6, 2018 Work Session and the November 14, 2018, Regular Meeting of the Board of Education were approved. (Information attached to the official minutes of the District.)

Mr. O'Sullivan informed the Board the Ms. Hansen and Mrs. Colosi held a training with the bus drivers regarding working with students who make bad choices. (A packet from the training was shared with the Board Members.) In addition, he met with the architect regarding the building project; the high school is in the final completion phase with the main foyer still needs completion.

2. REPORTS –

- Superintendent –
 - Technology Plan Update – Katie Hansen & Steve Andrus reviewed with the board, a presentation of the district's technology plan updates.
 - Special Education including Budget – Gerard O'Sullivan reviewed a presentation regarding the Special Program's budget and expenses from 2015/2016 school year to the 2018/2019 present school year.

3. OLD BUSINESS UPDATES – None

- 4. NEW BUSINESS - Positive Points -** (Complete list of positive points are attached to the official minutes of the District.) Mr. O'Sullivan shared some of the positive points with the Board: High School students volunteering to help the community with the blood drive; ringing the bell for the Salvation Army; Toys for Tots; and many others.

Mr. Burton thanked everyone that worked on the Winter Wonderland held at Stanford Gibson School. This was his first time attending and it was awesome for the community.

Mr. O'Sullivan continued with several additional positive points: Middle School – Ms. Jutting, Ms. Rehn, Ms. Carpenter and Mrs. Rogers took students in grades 5-9 Maine-Endwell to audition for Broome County All-County Orchestras/Band. Perry Browne – Students lined the halls on November 7th to honor local military veterans with an in-school parade; Liberty Club has been working on leadership and teamwork skills; and 20 teachers participated in a peer observation day that help them provided feedback to one another on ways to improve instruction. Stanford Gibson – 139 families received extra food through the PTCT Backpack Program in November; and 20 NCSD Staff have completed the 3-day TCIS training.

- 5. PERSONNEL RECOMMENDATIONS** – Upon the recommendation of the Superintendent and on a motion by Mr. Burton, seconded by Mrs. DeRensis (some discussion took place regarding coaches working prior to Board approval and legal issue it might have), the original motion carried 7-0, the Board of Education approved the following instructional staff recommendations:

Instructional Staff

END OF EMPLOYMENT

Name	Position	Bldg	Reason	Effective
Williams, Elaine	LOTE	MS	Resignation	01/16/19

APPOINTMENT – PROBATIONARY UPDATE

Name	Area	Bldg	Effective
Locke, Calvin	LOTE	HS	10/05/18 – 10/05/21

APPOINTMENT – FALL COACHING

Name	Position	Stipend
Golden, Misty	Asst. Varsity Bowling Coach	\$2,000
Schoolcraft, Leslie	Girls' JV Basketball Coach	Volunteer

APPOINTMENT – TUTOR

Name	Effective
Whiteside, Anne	12/03/18

APPOINTMENT – SUBSTITUTE

Name	Effective
Brown, Tyler	02/15/19

Support Staff**END OF EMPLOYMENT**

Name	Position	Bldg	Reason	Effective
Conner, Mary	Teaching Asst.	HS	Retirement	06/30/19
Doughty, Lisa	Bus Driver	BG	Resignation	11/23/18
Conant, Larry	Bus Aide	BG	Resignation	12/08/18
Aikins, Cheyenne	Cleaner	SG	Resignation	12/13/18
Rifanburg, Penny	Bus Aide	BG	Transfer	12/18/18
Ryan, Richard	Teacher Aide	SG	Resignation	12/28/18

APPOINTMENT – PROBATIONARY

Name	Position	Bldg	Salary	Effective
Rifanburg, Penny	Bus Driver	BG	\$13.68 p/hr	12/19/18

APPOINTMENT – PERMANENT

Name	Position	Bldg	Salary	Effective
Loomis, William	Transportation Supervisor	BG	\$65,000	11/26/18

APPOINTMENT – PERMANENT

Name	Position	Bldg	Effective
Byrne, Carol	Food Service Worker	HS	05/18/18

2018-2019 MCNR SALARIES

Name	Position	Bldg	Base Salary	Longevity	Final Salary	Effective
Burdick, Wendy	Treasurer	DO	\$60,000 (Prorated)	\$1,940	\$61,940	12/19/18

APPOINTMENT – EXTRA DUTY

Name	Position	Bldg	Effective
Karn, Heather	District Safety Training Coordinator	DO	10/23/18

APPOINTMENTS – SUBSTITUTE

Name	Position	Effective
Ciobanu, Vitalie	Bus Driver	11/16/18
Simpson, Misty	Teacher Aide	12/03/18

6. PUBLIC COMMENT –

Bob Jeffries addressed the Board with his concern regarding removing the two city social workers from the school buildings.

Rob Baker addressed the Board on the topic of mountain biking, he asked to be placed on the agenda for the next meeting.

Canice Pallitta addressed the Board with her concern regarding losing the two city social workers and the effect it will have on the families.

Pete DeRensis addressed the Board regarding the finances of the school.

Mr. Reid stated that he would like to see the basic revenue and expenses by month (simple information).

7. **CONSENT AGENDA** – Upon the recommendation of the Superintendent and on a motion by Mr. Burton, seconded by Mr. Reid and carried 7-0, the Board of Education approved the following actions within the consent agenda: (Information attached to the official minutes of the District.)

Special Education & Preschool Special Education Reports
Treasurer's Report (November)
BOCES Bill (November)
Quarterly Report of Extracurricular Activities

8. **ACTION ITEM** –

- A. **Board Policy A301.13** – Upon the recommendation of the Superintendent and on a motion by Mr. Burton, seconded by Mrs. Maistros and carried 7-0, the Board of Education approved *Board Policy A301.13 – Use of Therapy Dogs in Schools for First Reading*. (Board Policy is attached to the official minutes of the District.)
- B. **Retirement Incentives** – Upon the recommendation of the Superintendent and on a motion by Mr. Burton, seconded by Mr. Reid and carried 7-0, the Board of Education approved the Retirement Incentives that are attached to the official minutes of the District.
- C. **Annual Audit** – Mr. Stan Cwynar, CPA reviewed the handout of the audit of financial statements for the NCSD year ending June 30, 2018.

Upon the recommendation of the Superintendent and on a motion by Mrs. DeRensis, seconded by Mrs. Maistros and carried 7-0, the Board of Education approved the Annual Audit and Corrective Action Plan for the Norwich City School District. (Financial Statement, Management Letter, Corrective Action Plan are attached.)

Mr. Reid made a motion to end the Regular Meeting at 7:43 p.m. and enter into Executive Session to discuss a personal matter, seconded by Mr. Chirlin and carried 7-0, the Board entered Executive Session at 7:50 p.m.

9. **EXECUTIVE SESSION** -

Mr. Reid made a motion to end the Executive Session at 8:20 p.m., seconded by Mr. Burton and carried 7-0, Executive Session ended.

With no further business, Mr. Reid made a motion to adjourn the Regular Meeting of the Board of Education, seconded by Mr. Burton and carried 7-0, the meeting of the Board of Education was adjourned at 8:21 p.m.

Respectfully Submitted,



Pamela Salvati
District Clerk
pgs