

Board of Education
Downsville Central School District
Downsville, NY 13755

Organizational Meeting July 9, 2019

The Organizational Meeting of the Board of Education of the Downsville Central School District was held in the Superintendent's Office at 6:30 PM on Tuesday, July 9, 2019.

Members:	Jeremy Jenkusky	-	2018 - 2020
	Richard Bell	-	2016 - 2021
	Brian LaTourette	-	2017 – 2022
	Christian Towsley	-	2018 – 2023
	Gary Champlin	-	2019 – 2024

The meeting was called to order by the District Clerk, Nancy Haynes, at 6:30 PM with the following members and administration present: Chris Towsley, Richard Bell, Jeremy Jenkusky, Brian LaTourette, Gary Champlin, Superintendent John Evans, Principal Rob Rhinehart and Assistant Principal Lynne VanValkenburg

Call to Order

Members and Administration Absent: None

Others present: None

Board Clerk, Nancy Haynes, administered the Oath of Office to the re-elected board member, Gary Champlin

New Member Oath

District Clerk, Nancy Haynes, called for nominations for board officers.

Board of Education Officers

A motion was made by LaTourette, seconded by Towsley, to nominate and approve agenda items II. Election of Officers for the 2019-2020 School Year –

- A. President – Richard Bell
- B. Vice-President - Brian LaTourette
- C. Chairperson – Gary Champlin

Yes 5 No 0 Carried

District Clerk, Nancy Haynes, administered the Oath of Office to the President, Richard Bell, Vice-President Brian LaTourette and Chairperson Gary Champlin.

District Clerk, Nancy Haynes, turned the meeting over to President Richard Bell.

A motion was made by Bell, seconded by Towsley, to appoint agenda items III. Appointment of District Officers for the 2019-2020 School Year -

District Officers

- | | | | |
|----|---------------------------------|---|-----------------|
| A. | Clerk of the Board of Education | - | Nancy Haynes |
| B. | District Treasurer | - | Timothy Maguire |
| C. | Deputy Treasurer | - | Regina Langdon |
| D. | Clerk Pro-Tem | - | John Evans |

Yes 5 No 0 Carried

The Board President administered the oath of office to the Board of Education Clerk, Nancy Haynes

A motion was made by Champlin, seconded by Towsley, to appoint agenda items IV. Other Appointments for the 2019-2020 school year as follows:

Other Appointments

- A. School Physician – United Health Services
- B. School Attorney – Hogan, Sarzynski, Lynch, Dewind and Gregory, LLP
- C. Central Treasurer – Pamela O’Neal
- D. Attendance Officer – Georgia Odell
- E. School Dentist – Dr. William Korwan
- F. Independent Auditor – D’Archangelo & Co.
- G. Records Access Officer – Nancy Haynes
- H. Purchasing Agent – Superintendent
- I. Privacy Officer – Robert Rhinehart
- J. Title IX Compliance Officer – Robert Rhinehart
- K. Auditor/Controller for Extra-Classroom Funds – Timothy Maguire
- L. Internal Claims Auditor – Central Business Office
- M. Dignity for All Students Act Officer – Robert Rhinehart
- N. Dignity for All Students Act Coordinator – Holly Menke
- O. Records Management Officer – Sandra Shaver
- P. Title IX Coordinator – Georgia Odell
- Q. Compliance Officer – Georgia Odell
- R. AED Coordinator – Georgia Odell
- S.. Chemical Hygiene Officer – Director of Facilities II
- T. Residency Designee – Superintendent
- U. Director of Health and Physical Education – Robert Rhinehart
- V. Director of Health Services – Georgia Odell
- W. Committee on Special Education and Pre-School Education
 - 1. Administrators – Robert Rhinehart and/or Lynne VanValkenburg
 - 2. Chairperson – Elizabeth Early
 - 3. District Representative – Elizabeth Early
 - 4. Alternate District Representative – Corin Bonsick
 - 5. School Psychologist – Corin Bonsick
 - 6. Parent Members – Theresa Norton and Michelle Hammond
 - 7. Professional who participated in the evaluation of the child
 - 8. Child’s Teacher(s) – Special Education and General Education
 - 9. Professional for the Department of Health Early Intervention Program (as needed)
 - 10. A representative of the Municipality of the preschool child’s residence (as needed)
 - 11. Parent(s) or Guardian(s) of the child
- X. Surrogate Parent – Danielle Klemish
- Y. Coordinator of 504 – Robert Rhinehart
- Z. Impartial Hearing Officer for CSE/CPSE – Impartial Hearing Report System

Yes 5 No 0 Carried

A motion was made by Champlin, seconded by Towsley, to approve agenda items V. Designations and Authorizations for the 2019-2020 school year as follows:

Designations and Authorizations

- A. Official Bank Depositories
 - 1. Community Bank, NA , Downsville
 - 2. National Bank and Trust, Norwich
 - 3. Wayne Bank, Walton
- B. Official Newspaper – The Reporter – Walton, NY
- C. Certify Payroll – Superintendent
- D. Purchasing Agent – Superintendent
- E. Approve trips, conferences, conventions and workshops – Superintendent
- F. Signature on checks – Treasurer and Deputy Treasurer
- G. Signature on Extra-curricular Funds – Superintendent, Treasurer and Deputy Treasurer

- H. Approve budget transfers – Superintendent
- I. Invest in Idle Funds – Treasurer and Deputy Treasurer
- J. DCMO BOCES Occupational Advisory Council to act as the advisory council for the District
- K. DCMO BOCES Career and Technical Education Advisory Council to act as the advisory council for the District
- L. Superintendent to employ temporary, part-time and per diem or substitute personnel
- M. Accept and Execute Funds – Superintendent
- N. Execute BOCES contracts – Superintendent
- O. Bonding of Tax Collector, District Treasurer, Deputy Treasurer and Superintendent in the amount of \$1,000,000 and all other employees for \$100,000
- P. Participation in Cooperative Investment with DCMO BOCES
- Q. Participation in Federal Child Nutrition Program for Free and Reduced Meals
- R. Superintendent to enter into an agreement for the 2018-2019 school year with the Omni Group Watertown Office Park, 1099 Jay Street, Building F, 2nd Floor, Rochester, NY 14611

Yes 5 No 0 Carried

A motion was made by Champlin, seconded by Towsley, to set the regular meeting dates for the 2019-2020 school year for the Downsview Central School District Board of Education for the 4th Monday of each month unless otherwise noted below at 6:30 PM in the Superintendent's Office:

Board Meeting Dates

- | | |
|---|---|
| Monday, July 22, 2019 | Monday, February 24, 2020 |
| Monday, August 26, 2019 | Monday, March 23, 2020 |
| Monday, September 30, 2019 (5 th Monday) | Monday, April 20, 2020 |
| Monday, October 28, 2019 | Monday, May 13, 2020 (Budget Hearing) |
| Monday, November 25, 2019 | Monday, May 18, 2020 (3 rd Monday) |
| Monday, December 16, 2019 (3 rd Monday) | Monday, June 22, 2020 |
| Monday, January 22, 2020 | |

Yes 5 No 0 Carried

A motion was made by Bell, seconded by Towsley, to approve and authorize agenda items VI. Other Miscellaneous Items for the 2019-2020 school year as follows:

Other Miscellaneous Items Approval

- A. Approve re-adoption of all policies including the Code of Ethics (0210) and Code of Conduct (5300), Parental Involvement (4424), Investments (7240), Purchasing (7400) and Attendance (5140) as in effect at the end of the previous school year
- B. Establish mileage and travel reimbursement rate as per the suggested IRS guidelines
- C. Authorize General Petty Cash Fund – not to exceed \$100 at any one time
- D. Authorize Cafeteria Petty Cash Fund – not to exceed \$100 at any one time and will be returned at the end of the school year
- E. Reauthorize the Academic Intervention Plan
- F. Approve the Special Education Plan for the 2019-2020 school year

Yes 5 No 0 Carried

The following Board Items were discussed:

General Discussion Board Items

1. NYSSBA Annual Convention – October 24 – 26, 2019 – Rochester – All members will attend.
2. Rural Schools Convention – July 7 – 9, 2019 – Cooperstown - Superintendent Evans and Board Member Brian LaTourette attended and felt it was very beneficial.

Upon the recommendation of the Committee on Special Education, a motion was made by Champlin, seconded by Jenkusky, that the services for students #1905 and #1962 be approved as submitted.

CSE Recommendations

Yes 5 No 0 Carried

A motion was made by Towsley, seconded by LaTourette, that the Board President is designated trustee and that the remaining four (4) board members are designated alternate trustees from the Downsville Central School District to the Broome-Tioga-Delaware Health Insurance Consortium for the 2019-2020 school year. Yes 5 No 0 Carried

New Business
Health Insurance
Trustee

A motion was made by LaTourette, seconded by Jenkusky, that the following bids be awarded for the 2019-2020 Ice Cream Bid to Hershey Ice Cream. Yes 5 No 0 Carried

Ice Cream Bid

Upon the recommendation of the Superintendent, a motion was made by Jenkusky, seconded by Champlin, to grant Nicole Sager the following 4-year probationary appointment at a salary of \$43,710 with benefits as per the negotiated agreement between the Downsville Teachers' Association and the Downsville Central School Superintendent:

Recommendations
Appointments
Special Education
Teacher

Name: Nicole Sager
Tenure Area: Students with Disabilities
Date of Commencement of Probationary Service: September 1, 2019
Expiration Date of Appointment*: June 30, 2023
Certification Status: Initial

*To the extent required by the applicable provisions of Education §§2509, 2573, 3212 and 3014, in order to be granted tenure the classroom teacher or building principal shall have received composite or overall annual professional performance review ratings pursuant to Education Law §3012-c and/or 3012d of either effective or highly effective in at last three (3) of the four (4) preceding years. If the classroom teacher or building principal receives an ineffective composite or overall rating in the final year of the probationary period he or she shall not be eligible for tenure at that time. For purposes of this subdivision, *classroom teacher* and *building principal* mean a classroom teacher or building principal as such terms are defined in Sections 30-2.2 and 30-3.2 of this Part.

Yes 5 No 0 Carried

Upon the recommendation of the Superintendent, a motion was made by LaTourette, seconded by Towsley, to grant Rocio Watkins the following 4-year probationary appointment at a salary of \$63,300 with benefits as per the negotiated agreement between the Downsville Teachers' Association and the Downsville Central School Superintendent:

Special Education
Teacher

Name: Rocio Watkins
Tenure Area: Students with Disabilities
Date of Commencement of Probationary Service: September 1, 2019
Expiration Date of Appointment*: June 30, 2023
Certification Status: Out of State – NYS Pending

*To the extent required by the applicable provisions of Education §§2509, 2573, 3212 and 3014, in order to be granted tenure the classroom teacher or building principal shall have received composite or overall annual professional performance review ratings pursuant to Education Law §3012-c and/or 3012d of either effective or highly effective in at last three (3) of the four (4) preceding years. If the classroom teacher or building principal receives an ineffective composite or overall rating in the final year of the probationary period he or she shall not be eligible for tenure at that time. For purposes of this subdivision, *classroom teacher* and *building principal* mean a classroom teacher or building principal as such terms are defined in Sections 30-2.2 and 30-3.2 of this Part.

Yes 5 No 0 Carried

Upon the recommendation of the Superintendent, a motion was made by LaTourette, seconded by Champlin, that Katelyn Kinch be appointed as a Licensed Teacher's Assistant at a salary of \$20,175 with benefits as per the negotiated agreement between the Downsville Teachers' Association and the Downsville Central School Superintendent. Yes 5 No 0 Carried

Licensed Teacher's
Assistant

Upon the recommendation of the Superintendent, a motion was made by Jenkusky, seconded by LaTourette, that the following be appointed as 2019 Summer Regents' Review Teachers:

Regents Review
Teachers

- Burt Reed – 12 hours for Earth Science Regents Review
- Burt Reed – 12 hours for Living Environment Regents Review
- Chris Odell – 12 hours for Global Regents Review
- Claudia Townsend – 12 hours for US History Regents

Yes 5 No 0 Carried

Upon the recommendation of the Superintendent, a motion was made by Champlin, seconded by Towsley, that Jennifer Bartlett be appointed as an ELA Summer School Teachers for 20 hours plus 5 hours (prep). Yes 5 No 0 Carried

Summer School
Teacher

Upon the recommendation of the Superintendent, a motion was made by LaTourette, seconded by Champlin, that the following extra-curricular positions be granted at the stipend as per the negotiated agreement between the Downsville Teachers' Association and the Downsville Central School Superintendent:

2019-2020
Extra-Curricular

Class Advisors	
Class of 2020	Stephanie Champlin and Juliane Erwin
Class of 2021	Diana Furman and Andrew Morris
Class of 2022	Nancy Haynes and Dustin Keesler
Class of 2023	David Cicio and Jeannie Langdon
7 th Grade	Burt Reed
Student Council	Jeannie Langdon and Burt Reed
STEM	Melissa Frisbee
Tech Club	Ben Rhodes and Michelle Maley
Drama Club	Hope Pantileries
Jr. High Drama Club	Margaret Henderson
Marching Band	Margaret Henderson
Yearbook	Ben Rhodes
Honor Society	Claudia Townsend
Jr. Honor Society	Heather Kaja
Not Me Not Now	Melissa Frisbee
SADD	Melissa Frisbee
Ski Club	Juiane Erwin
Saturday Recreation	Dan Gardner
School Photographer	Sandy Shaver
Records Officer	Sandy Shaver
AV Coordinator	Melissa Frisbee
LINKS Coordinator	Juliane Erwin
Arts and Ed Coordinator	Melissa Frisbee
Athletic Director	Jeff Baier
Boys Modified Soccer Coach	Rich Feeney
Girls Modified Soccer Coach	Taso Pantileries
Boys Varsity Soccer Coach	Dustin Keesler
Girls Varsity Soccer Coach	Burt Reed

Yes 5 No 0 Carried

Upon the recommendation of the Superintendent, a motion was made by Jenkusky, seconded by LaTourette, to grant a 3% increase in salary to the following non-union employees for the 2019-2020 school year:

Non-Union
Employee Salary
Increase

- Robert Rhinehart, Principal
- Lynne VanValkenburg, Assistant Principal
- Nancy Haynes, Secretary to the Superintendent/District Clerk
- Gerard Ordmandy, Transportation Supervisor
- Ryan Vogler, Facilities Director

Yes 5 No 0 Carried

The following correspondence and information was shared:

- A. Board and Administrator - Newsletter
- B. The American Legion Post #167 – 100th Anniversary Celebration
- C. Catskill Area Hospice and Pallative Care – Thank you for memorial donation
A reminder the Administration and BOE have a self-funded sunshine fun.

**Correspondence and
Information**

A motion was made by LaTourette, seconded by Towsley, to adjourn the meeting at 658 PM.

Adjournment

Yes 5 No 0 Carried

District Clerk