

The Regular Meeting of the Roxbury Central School District was held on December 8, 2021 in the Cafetorium at 7:00 PM

Present: Ed Fersch, Ed Dalski, Tracy Sanford and Kelli Winnie

Absent: Denise Johnston

Superintendent: Jeff Bennett

Principal: Jill Ten Eyck

Treasurer: Wendy Sprague

Secretary: Marianne Schor

Additions to agenda:

- Executive session at the end of the meeting to discuss an employee history and the Superintendent's evaluation.

**Additions to the Agenda**

Kelli Winnie moved, seconded by Tracy Sanford to approve the treasurer's report for November, 2021. Motion approved unanimously.

**Treas. Report**

There were no budget transfers this month.

**Budget Transfers**

The bills and the Claims Auditor's Report for November were reviewed.

**Bills & Claims**

Kelli Winnie moved, seconded by Ed Dalski to approve the extra-classroom activity fund report for November, 2021. Motion approved unanimously.

**Extra-Curricular Activity Fund**

Kelli Winnie moved, seconded by Ed Dalski to approve the minutes from the regular November 10, 2021 meeting as corrected. Motion approved unanimously.

**Minutes**

Ed Dalski stated that he had brought up last month the fact that the funds we have invested in the NYLAF fund is not gaining any interest, and felt we needed to find a way to get a better return on our money. He stated that he did some investigating and talked to people and thought that our money can be put in some special reserves. There was a discussion about the liquidity of that type of investment. Mrs. Sprague and Mr. Bennett will talk with BOCES regarding this issue.

President's Report:

1. Mr. Fersch stated that he is working with NYSSBA to set up the Board Retreat. He will let NYSSBA know the topics they would like to work on.

**Board Retreat**

2. Mr. Fersch reminded the board that tomorrow is NYSSBA's webinar on legislative and state budget preview. They will review legislation and topics they will support this year.

## **State Budget Preview**

### Superintendent's Report:

1. Mr. Bennett stated that some of the applications for the building projects had been submitted with some errors, but he had talked to State Ed and those errors have been fixed. For the ERP money, the state needed more detail on how we were using the funds, which has also been taken care of. Later in the meeting there are two resolutions up for approval for the ventilator project.

## **Building Projects Update**

2. Mr. Bennett had the following public comments updates:

## **Public Comments Response**

- There had been a question as to whether LTAs are able to teach new content in the absence of a certified teacher. Mr. Bennett stated that LTAs can deliver instruction as long as a certified teacher is providing the plans.
- People are sometimes appointed retroactively if they need to start their assignment before the next board meeting.
- PreK lunch is at 10:30, and there is no other class in there at that time. Grades K-1 come in during the PreK lunch time.
- Regarding the question as to whether a doctor's note overrides the school nurse, our policy is that a student has to be symptom-free for 24 hours without medication, and we abide by that policy. Most doctors' notes state this also.
- The dress code for employees is still being looked into.
- The money from the ERP funds can't be used until the application gets approved. The state needed more detail, it should be approved shortly.
- A behavior update is included in the Principal's report monthly along with the attendance report and academics report to keep the board apprised of where the school is in those areas, as all three are important for student success.
- Someone had compared our winter concerts with Times Square in regards to the number of people allowed to attend. We are continuing to work to keep our building safe. The concert was good, well attended, and the protocols we put in place worked well for the space. The protocols are different for the basketball games, but masks and social distancing is still required, and the refs are enforcing these rules.
- We will be having professional development for our LTAs

and aides. We are working with BOCES to put a training together to help them to be a more integral part of the classroom.

- Mr. Bennett is looking into the report that a student got a 3 on their report card.
- We had a few students get sick prior to Thanksgiving. We are still sanitizing and following our protocols, and are sending students home to get well. We had two students test positive this week.

3. Mr. Bennett attended a training today along with a few others on launching the new website. There are two more trainings to go, and then the website should be up and running either right before or right after the holidays.

**RCS Website**

4. Mr. Bennett stated that he has looked into Board Docs and BOCES should be getting that up and running soon.

**Board Docs**

5. On a positive note, Mr. Bennett shared that this week we started having a breakfast cart for 7-12 graders upstairs in the high school wing. It was very popular with 50 students grabbing some breakfast. We will continue this once a week for now. There was a question about distancing while they were eating. Mr. Bennett will look into it.

**Breakfast Cart**

#### Principal's Report:

1. Ms. Ten Eyck gave a presentation on November's attendance and discipline. She stated that 50% of student grades 7-12 had made the honor rolls. Ms. Ten Eyck added that 10 students from our girls varsity soccer team and 2 boys from the boys varsity soccer team were named by the Delaware League as Academic All-Stars. Ms. Ten Eyck stated that the Superintendent's luncheon will be held next week.
2. Ms. Ten Eyck stated that teacher evaluations were on schedule and she is about halfway done.

**Attendance, Discipline  
and Academics**

**Teacher Evaluations**

#### Board Committee Reports:

1. Communications Committee:  
Mr. Dalski stated that there was nothing new to report except that he sent our agenda to Mr. Martin from the Mountain Eagle, who is at tonight's meeting.
2. RCMT Committee:  
Mr. Fersch stated the discussion revolved around the RCMT half-day plans and professional development through Google with the Google Suite.

**Comm. Committee**

**RCMT Committee**

Board Comments and Questions:

Mr. Fersch thanked everyone in the building for their participation in the making of the Virtual Open House presentation. He stated that is a wonderful addition to the website and thanked Maria Johnson for the great job she did putting it all together.

Mr. Fersch asked Mrs. Sprague to start the process of getting proposals for an auditor for next year.

Old Business: None

New Business:

A. SUPERINTENDENT'S RECOMMENDATIONS:

1. Kelli Winnie moved, seconded by Tracy Sanford, to approve the following SEQRA resolution:

**SEQRA Resolution  
Ventilators**

**WHEREAS**, the Board of Education of the Roxbury Central School District (the "Board") has considered the effect upon the environment of proposed ESSER and/or GEER funded capital project work, including, but not limited to the following:

Replacement of the existing hot water unit ventilators with equal or upgraded units, electrical work and modifications to the shelving and countertops adjacent to the new unit ventilators.

**WHEREAS**, the Board has reviewed the scope of the project and has further received and considered the advice of its architects with respect to the potential for environmental impacts resulting from the proposed action; and

**WHEREAS**, the Board has reviewed the Proposed Action with respect to the Type II criteria set forth in 6 NYCRR Part 617.5(c), now therefore;

**BE IT RESOLVED**, by the Board of Education as follows:

1. The Proposed Action does not exceed thresholds established under 6 NYCRR Part 617 of the State Environmental Quality Review Act, (SEQRA).
2. The Board hereby determines the Proposed Action as a Type II action in accordance with the SEQRA regulations.

3. No further review of the Proposed Action is required under SEQRA.
4. This resolution shall be effective immediately.

Motion approved unanimously.

2. Kelli Winnie moved, seconded by Tracy Sanford, to approve the following ESSR and/or GEER Project resolution: **ESSER Resolution**

**WHEREAS**, the Federal Elementary and Secondary School Emergency Relief (“ESSER”) and Governor’s Emergency Education Relief Fund (“GEER”) authorize provision of emergency relief funds to schools to address the impact of the COVID-19 pandemic; and

**WHEREAS**, the Department of Education guidance conveys that schools may use ESSER and/or GEER funds for certain construction projects to improve the indoor air quality in school facilities, including “[i]nspection, testing, maintenance, repair, replacement, and upgrade projects to improve the indoor air quality in school facilities, including mechanical and non-mechanical heating, ventilation, and air conditioning systems”; and

**WHEREAS**, the District Architect has opined that the project scope to include, but not limited to, replacement of the existing hot water unit ventilators with equal or upgraded units, electrical work and modifications to the shelving and countertops adjacent to the new unit ventilators (the “Project”), is recommended to improve the air quality in school facilities.

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1. The Board of Education hereby declares that the Project is needed to improve the air quality in school facilities, and is related to heating, ventilation, and air conditioning systems as authorized by ESSER and/or GEER funding guidelines.
2. The Board of Education hereby authorizes the expenditure of up to Four-Hundred Forty-One Thousand, Five-Hundred and Twenty-Seven Dollars (\$441,527) through ESSER and/or GEER grant funding to fund the Project.
3. The Superintendent of Schools and all officers and employees of the District are here by authorized to take all steps reasonably necessary or appropriate to complete the Project and to carry out the intent of this Resolution.

4. Upon adoption by the Board of Education this Resolution shall take effect immediately.

Motion approved unanimously.

3. Ed Dalski moved, seconded by Kelli Winnie to approve the agreement between Roxbury Central School and Popli Design Group, architects, for the partial unit ventilator replacement project under the CRRSA Grant retroactive to September 9, 2021. Motion approved unanimously.

**Popli Design Grp.  
Vent. Agreement**

4. Kelli Winnie moved, seconded by Ed Dalski to approve the following resolution:

**M. Schuman Adj. to  
Sub Pay**

**WHEREAS**, Maryellen Schuman retired from full-time employment in the District as a bus driver on or about June 30, 2019; and

**WHEREAS**, Ms. Schuman was subsequently appointed by the District as a *per diem* substitute bus driver effective August 14, 2019; and

**WHEREAS**, repeated efforts by the District to hire a new, full-time bus driver to replace Ms. Schuman were unsuccessful; and

**WHEREAS**, during her period of post-retirement District service Ms. Schuman worked in the capacity of a full-time bus driver from the date of her retirement until November 1, 2021; and

**WHEREAS**, notwithstanding the fact that Ms. Schuman worked during this period of time in the capacity of a full-time substitute bus driver she was compensated at the *per diem* hourly rate; and

**WHEREAS**, the District recognizes that Ms. Schuman performed the extra work of a full-time bus driver compared to the work performed by a *per diem* driver and, as such, it would have been appropriate to pay Ms. Schuman a higher rate commensurate with her full-time driver duties; and

**WHEREAS**, in consideration of the full-time duties performed by Ms. Schuman the Board agrees to provide a one-time, retroactive adjustment to Ms. Schuman's rate of pay for the period from September 1, 2019 through November 1, 2021; and

**WHEREAS**, the Board acknowledges that the present circumstances are completely unique and without precedent.

**NOW, THEREFORE, BE IT RESOLVED** that the Board authorizes a one-time, retroactive adjustment to Ms. Schuman's rate of pay for the period from September 1, 2019 through November 1, 2021 in an amount not to exceed \$6,250.00

Motion approved unanimously.

5. Kelli Winnie moved, seconded by Ed Dalski to approve the Memorandum of Agreement between Roxbury Central School District and the CSEA for the creation of a full-time clerk position. Motion approved unanimously.

**CSEA MOA F/T  
Clerk Position**

6. Kelli Winnie moved, seconded by Ed Dalski to approve the Memorandum of Agreement between Roxbury Central School District and the CSEA for salary and hiring adjustments due to increase in minimum wage. Motion approved unanimously.

**CSDE MOA Min. Wage  
Increase**

**B. PERSONNEL:**

Kelli Winnie moved, seconded by Ed Dalski to approve the following personnel items:

**Personnel**

1. Approve Rieley Keator, 81 Shepard Lane, Roxbury, NY as a permanent clerk as per civil service title, at the rate of 15.39/hr, effective December 9, 2021, pending successful completion of the probationary period and fingerprint clearance.
2. Approve the following for shot clock, game clock and scorekeeper at basketball games at a rate of \$30/game:
  - Greg Muehl
  - Maryellen Schuman
  - Susie Cole
  - Lindsay Ballard
3. Approve Laura Walker as a substitute teacher PK-12, LTA and TA. Fingerprint clearance has been received.
4. Approve Neil Snedeker as advisor for the Environmental Club retroactive to November 10, 2021 with a stipend of \$1,154.
5. Approve Kristi Hadden as an advisor for the Class of 2022 with a pro-rated stipend as per the RTA contract.

**Keator Clerk Position**

**Shot Clock, Game Clock  
Scorekeeper**

**Walker Sub K-12, LTA,  
TA**

**Snedeker Enviro. Club**

**Hadden Class of 2022  
Advisor**

6. Approve Kendal Sprague as a student teacher in the Social Studies department from 1/3/22 – 5/6/22.

**K. Sprague Student  
Teacher**

Motion approved unanimously.

**OTHER:**

1. Kelli Winnie moved, seconded by Tracy Sanford to approve the following CSE recommendations:

**CSE Recs**

#’s 4145, 4434, 4377, 3098, 4175

Motion approved unanimously.

**Public Comments:** Comments from the public included the following topics:

- There were concerns regarding an LTA teaching in the first grade instead of a substitute certified teacher.
- A member of the audience asked if the new bus radios that will be bought with the grant money will be able to work in the more remote valleys outside of town.
- There was a question on protocol during a lockdown for students that are in the Main Office.
- There was a concern about the safety of the cafeteria with elementary and high school students having lunch together. There was a particular concern over the older students playing basketball in the cafeteria with younger students having their lunch. A member of the audience referred to the Code of Conduct and the Student Handbook in questioning the safety and consequences of the students’ behavior.
- There was a concern as to how the district addresses behavioral issues and how staff and administration approaches parents when there is a situation.
- There was a question regarding clarification about a student returning to school with a doctor’s note after being symptom free and having a negative test. Mr. Bennett reiterated his explanation from his report.
- A member of the audience stated they had brought up in October the situation in the cafeteria as far as seating, the number of classes in there at one time, and the lack of staffing. The audience member wanted to know if anything had been done yet.
- There was a question as to whether all the seniors had enough credits to graduate given they all had multiple study halls.
- A member of the audience asked if all students still got free meals in the building. Mr. Bennett said they do, as long as they take the full meal. Otherwise they are charged ala carte.



- There were questions regarding the 8<sup>th</sup> grade taking Living Environment this year, which ends with a Regents test, instead of taking it in 9<sup>th</sup> grade, which has been the curriculum up until this year.

Kelli Winnie moved, seconded by Tracy Sanford to go into executive at 8:11 to discuss an employee history and the Superintendent's evaluation. Motion approved unanimously.

**Into Exec. Session**

Tracy Sanford moved, seconded by Kelli Winnie to come out of executive session at 9:20. Motion approved unanimously.

**Out of Exec. Session**

Tracy Sanford moved, seconded by Ed Dalski to adjourn the meeting at 9:20 pm. Motion approved unanimously.

**Adjourn**

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Jeffrey J. Bennett, Superintendent

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Ed Fersch, BOE President

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Marianne Schor, Board Clerk