

*Date:* Monday, October 19, 2020

*Type of Meeting:* Brasher Falls Central School District  
Regular Board of Education Meeting

*Place:* St. Lawrence Central MS/HS Library  
6:00 P.M.

*Members Present:* Sarah Ashley, Abdo Bejjani, Seth Belt, Katy Brown, Julie Carvel  
Liberty, Katina Meacham, Bethany St. Hilaire, Terri Rios-Passon and  
Sarah Bowles (Entered at 6:05 pm)

*Administrators Present:* Robert Stewart, Superintendent of Schools; Karen Locey,  
Business Manager; Danielle Colterman, Elementary Principal; Chris  
Rose, Middle School Principal; Kristen Zender, High School  
Principal; Katherine LaVigne, Dir. of Student Services; Kevin Welsh,  
Dir. of Data & Technology and Timothy Redmond, Transportation/  
Building & Grounds Supervisor.

*District Clerk:* Cindy Delisle

*Others:* Tim Brown, Samantha Page, Amanda Chapman, Amy Cheevers,  
Jonathan Thompson, Rebecca Newtown and Tammy McCarthy.

Seth Belt, President, called the meeting to order at 6:00 p.m.

Seth Belt, President, led in the Pledge of Allegiance.

*Presentation:* Mrs. LaVigne introduced Samantha Page (HS SpEd) and Mr. Rose introduced  
Amanda Chapman (Grade 5).  
Tammy McCarthy – All Night Graduation Party Committee – she provided a letter  
earlier today which was provided in the BOE drive.  
Tim Brown – Girls Softball 2022 Trip – he would like to start considering this  
in case/when COVID does end and Disney is still providing this opportunity. He  
will not be advancing any funds until this is definite. The trip in 2020 was cancelled  
and they were given vouchers to use within 2 years and he is hoping to do just that.  
HS Mathematics Teacher Presentation – Mr. Thompson started by showing us his  
google classroom. He also explained classkicks. Mrs. Cheevers explained how she  
gives instruction and they take notes and then they do their work in the classroom so  
she can assist. She then explained how she communicates with the students. Mrs.  
Newtown stated she believes Math should be paper and pencil, however, she is using  
technology and she feels she is quite good at it now. She then showed us her set up  
on google classroom.

#### APPROVAL OF AGENDA

**Motion** made by Julie Carvel Liberty, seconded by Abdo Bejjani, that the Board of  
Education approves the agenda for this Regular Board of Education meeting.

Yeas: 9 Nays: 0  
Motion Carried

#### APPROVAL OF MINUTES

**Motion** made by Bethany St. Hilaire, seconded by Abdo Bejjani, that the Board of  
Education, upon the recommendation of Mr. Stewart, Superintendent of Schools,  
approves the minutes September 21, 2020 Regular Board of Education meeting, as  
per enclosures.

Yeas: 9 Nays: 0  
Motion Carried

#### REPORTS

Karen Locey stated the audit was completed remotely this year. She would like to  
give a shout out to Cyndi Fraser and Kim Cummings for taking all the extra time to

scan and upload all the documents to the accountants. It was a new learning experience, but it worked well. There were no significant deficiencies; the summary of the auditor's findings are on pages 114 and 115. She further states that she prepares pages 4 through 26, and those are in layman's terms. We had one write-up which is on the letter to the Board, page 125 of the report in your drive, we are not in compliance with Real Property Tax Law §1318 which requires that no more than four percent of the subsequent year's expenditures be retained as unappropriated fund balance – we had more than the 4%. Mr. Stewart stated our auditors do a thorough job; and just today, Karen was able to completely wrap up the last school year.

Mr. Welsh is giving us a brief presentation on Go-Guardian which tracks what the students are doing on their chrome books. They have added a lot of features to let our teachers know what the students are working on at home. If a student is struggling at home, the teacher can check Go-Guardian and they can discuss it together on the phone or they can work it out on the computer together. He then showed the program and answered questions.

#### BOARD COMMUNICATIONS

None

#### ACTION ITEMS

##### FINANCIAL REPORTS

**Motion** made by Julie Carvel Liberty, seconded by Abdo Bejjani, that the Board of Education, upon the recommendation of Robert Stewart, Superintendent of Schools, accepts the following financial reports:

- a) Treasurer's Report – September 2020
- b) Claims Auditor Report – September 2020
- c) Extra-Curricular Qtrly Report – September 2020
- d) Revenue Status Reports – September 2020
- e) Budget Status Reports – September 2020
- f) Budget Transfers – September 2020
- g) Tax Roll error adjustment - Liberty Real Estate

Yeas: 9 Nays: 0  
Motion Carried

##### FOR INFORMATION ONLY:

- Warrant/Check Register – September 2020
- Dashboard Report – September 2020

##### EXTERNAL AUDIT REPORT

**Motion** made by Sarah Ashley, seconded by Julie Carvel Liberty, that the Board of Education, upon the recommendation of Mr. Stewart, Superintendent of Schools, accepts the 2019-2020 External Audit Report.

Yeas: 9 Nays: 0  
Motion Carried

##### MONETARY DONATION

**Motion** made by Katy Brown, seconded by Abdo Bejjani, that the Board of Education, upon the recommendation of Mr. Stewart, Superintendent of Schools, accepts the monetary donation of \$4,000.00 from Julia Best for the St. Lawrence Central Scholarship Fund in memory of Michael Best.

Yeas: 4 Nays: 0  
Motion Carried

##### EQUIPMENT DISPOSAL

**Motion** made by Sarah Ashley, seconded by Abdo Bejjani, that the Board of Education, upon the recommendation of Mr. Stewart, Superintendent of Schools, approves the disposal of the following items:

- 9 Asus Tablets model k013c with leather case and 5 without case
- 94 Amazon Tablets in bubble cases
- 67 Chrome boxes
- 62 Asus model c200m Chromebooks
- 25 Acer C730 Series Chromebooks
- 3 16GB Ipad
- 2 64 GB Ipad
- 62 Optiplex 7100 Dell Desktop with monitor and keyboard
- 22 Optiplex 9020 Dell Desktops with monitor and keyboard
- Sony MVC-FD87 Camera and case
- 2 Panasonic PV-L3540 Camcorder and case
- 2 Canon ZR900 Camcorder and case
- Sony MVC-FD200 Camera
- Sony CCO-TRV108 Camcorder and case
- 3 Sony DCR-TRV280 Camcorder
- 2 Kodak Easy Share C142 with case
- Mustek DV8200 mini camcorder with case
- 5 HP photo Smart R717 camera and case
- 2 Kodak Easyshare M552 Camera and cased
- 5 Kodak Easy Share C713 camera and case
- 2 Canon PC1230 camera and case
- Sony DSC-717 with Telescopic lens and case
- Kodak Easy Share C813 and case
- 5 Atlas 15k 73gb Ultra 320 SCSI 3 Series Hard Drives - New in Sleeves
- 5 Brand New Cisco Model CP-7925g internet Phones
- 3 HP LaserJet 4250N Printer
- Kodak i1220 scanner
- Epson 400 color printer
- HP LaserJet Pro M402dne printer
- 30 NEC M323X Projectors
- 2 Mitsubishi XD211U Projectors
- 7 Cisco VT Camera II webcams
- 1 Box of Assorted stand alone and monitor speakers approx. 25
- Dell Vostro 3550 Laptop
- 2 Dell Latitude E5540 laptop
- 4 Dell latitude E5530 Laptop
- 3 Dell Latitude E5410 laptop DeDellD
- Dell Inspiron mini
- 2 Fujitsu Lifebook T Series
- 2 Dell Latitude D620
- Dell Opti Plex 390 Desktop with monitor and keyboard
- Dell Optiplex 5030 Desktop with Monitor and keyboard
- 17 Dell TrueMobile 1180 USB Desktop wireless converter
- 20 Smartboards 0
- 32 unit CPS system with case

Yeas: 9 Nays: 0

Motion Carried

CSE/CPSE/SECTION 504 CLASSIFICATIONS AND PLACEMENTS

**Motion** made by Julie Carvel Liberty, seconded by Sarah Ashley, that the Board of Education, upon the recommendation of Mr. Stewart, Superintendent of Schools, approves the CPSE classification and placement, as per enclosure.

Yeas: 9 Nays: 0

Motion Carried

EXECUTIVE SESSION

**Motion** made by Bethany St. Hilaire, seconded by Katy Brown, that the Board of Education moves into Executive Session for the purpose of discussing the abolishment of 2 positions, 1 resignation, create 1 stipend position and 21 personnel appointments at 7:17 p.m.

Yeas: 9 Nays: 0  
Motion Carried

**Motion** made by Abdo Bejjani, seconded by Julie Carvel Liberty, that the Board of Education moves back into General Session at 7:48 p.m.

Yeas: 9 Nays: 0  
Motion Carried

ACTION ITEMS

ABOLISH POSITIONS

**Motion** made by Bethany St. Hilaire, seconded by Katy Brown, that the Board of Education, upon the recommendation of Mr. Stewart, Superintendent of Schools, abolishes two teacher aide positions, each being .57 FTE. [Remainder of Printshop Aide and a CPSE/Head Start 2019-2020 position]

Yeas: 9 Nays: 0  
Motion Carried

RESIGNATION

**Motion** made by Sarah Ashley, seconded by Terri Rios-Passon, that the Board of Education, upon the recommendation of Mr. Stewart, Superintendent of Schools, accepts the resignation from **Darrin Crump**, as a 3.5 hr./day, 180 day cleaner, effective at the end of the day on September 23, 2020, contingent on my appointment as bus driver.

Yeas: 9 Nays: 0  
Motion Carried

CREATE STIPEND POSITION

**Motion** made by Abdo Bejjani, seconded by Sarah Ashley, that the Board of Education, upon the recommendation of Mr. Stewart, Superintendent of Schools, creates a stipend printshop position, beginning September 8, 2020.

Yeas: 9 Nays: 0  
Motion Carried

PERSONNEL APPOINTMENTS

**Motion** made by Abdo Bejjani, seconded by Sarah Bowles, that the Board of Education, upon the recommendation of Mr. Stewart, Superintendent of Schools, appoints **Leslie Dishaw** to the printshop position, stipend being \$3,712.00 and prorated for the 2020-2021 school year.

Yeas: 9 Nays: 0  
Motion Carried

**Motion** made by Sarah Ashley, seconded by Katy Brown, that the Board of Education, upon the recommendation of Mr. Stewart, Superintendent of Schools, appoints **Darrin Crump** as a 3 trip bus driver, effective September 22, 2020, with a salary according to the Teamsters' Contract.

Yeas: 9 Nays: 0  
Motion Carried

**Motion** made by Abdo Bejjani, seconded by Katy Brown, that the Board of Education, upon the recommendation of Mr. Stewart, Superintendent of Schools, appoints **Matthew Lynch** and **Jordan Shorette** as 10 month/180 day-per year

cleaners, effective October 20, 2020, with salary according to the Teamsters' Contract.

Yeas: 9 Nays: 0  
Motion Carried

**Motion** made by Abdo Bejjani, seconded by Julie Carvel Liberty, that the Board of Education, upon the recommendation of Mr. Stewart, Superintendent of Schools, appoints **Scott Monroe** as 17.5 hr/180 day-per year floor cleaner, effective October 20, 2020, with salary according to the Teamsters' Contract.

Yeas: 9 Nays: 0  
Motion Carried

#### SUBSTITUTE APPOINTMENTS

**Motion** made by Sarah Bowles, seconded by Abdo Bejjani, that the Board of Education, upon the recommendation of Mr. Stewart, Superintendent of Schools, appoints the following individuals in their respective substitute positions for the 2020-2021 school year, pending security clearance:

- **Makiah Ramsdell** – Teacher and Teacher Assistant
- **Laura Williams-DiMatteo** – Teacher
- **Benjamin Chapman** – Bus Driver

Yeas: 9 Nays: 0  
Motion Carried

#### EXTRA CURRICULAR APPOINTMENTS

**Motion** made by Julie Carvel Liberty, seconded by Sarah Ashley, that the Board of Education, upon the recommendation of Mr. Stewart, Superintendent of Schools, appoints the following individuals to the respective extra-curricular positions for the 2020-2021 school year:

- **Joey Reome** - Boys Varsity Basketball
- **Bryan Bordeleau** - Boys JV Basketball
- **Rick Newtown** – Boys Modified Basketball
- **Jenna Chamberlain** - Girls Varsity Basketball
- **Claire Murphy** – Girls JV Basketball
- **Melissa Ramie** - Girls Modified Basketball
- **Michael Locke** - Boys Varsity Hockey
- **Emme Brault** - Cheerleading
- **Chris Normile & Colleen Thayer** - Basketball Clock Operators

Yeas: 8 Nays: 0  
Abstained: Katy Brown  
Motion Carried

#### ADULT VOLUNTEERS

**Motion** made by Sarah Ashley, seconded by Julie Carvel Liberty, that the Board of Education, upon the recommendation of Mr. Stewart, Superintendent of Schools, approves the following individuals as Adult Volunteer Coaches, pending certification:

- **Randy Todd** – Basketball
- **Toby Reome** – Basketball
- **Kathryn Williams** – Basketball

Yeas: 8 Nays: 0  
Abstained: Katy Brown  
Motion Carried

#### FOR INFORMATION ONLY:

- **Sue-Anne Hourihan** – FMLA leave through January 16, 2021;
- **Ronald Villave** – FMLA leave through November 30, 2020;
- **Tonya Bernard** – FMLA leave from 10/13/20 for approx. 2 weeks;
- **Wendy Straight** – FMLA November 21, 2020 through Feb. 9, 2021;

*Positions beginning 9/8/20; Changes effective 9/22/2020*

- **Darrin Crump** – subbing a 4 trip for C. LaBier;
- **Jessica Lidstone** - changed from 4 trips to 5 trips bus driver;
- **Sandra LaBier** - changed from 4 trips to 5 trips bus driver;
- **Larry Sheets** - changed from 4 trips to 5 trips bus driver;
- **Timothy Irish** - changed from 4 trips to 5 trips bus driver;
- **Ronald Converse** - changed from 4 trips to 5 trips bus driver;  
[Only during leave of R. Villnave then R. Converse goes back to 4 trips]
- **Timothy Goodrich** - changed from 3 trips to 4 trips bus driver;
- **Michael McDonald** - changed from 2 trips to 3 trips bus driver;
- **Michael McDonald** - changed from 3 trips to 4 trips bus driver;  
[Only during leave of R. Villnave then M. McDonald goes back to 3 trips]
- **Cassandra Crump** - changed from 2.5 hrs to 2 hrs. as bus monitor;
- **Peggy Cook** – 4 hrs/day bus monitor from 9/8-9/21/20;
- **Peggy Cook** – changed from 4 hrs. to 2 hrs/day 9/22-9/25/20;
- **Peggy Cook** – changed from 2 hrs to 3.5 hrs/day on 9/28/20;
- **Susan Dendler** – changed from 4.5 hrs to 4 hrs/day bus monitor;
- **Peggy Villnave** – changed from 3 hrs to 3.5 hrs/day bus monitor.

ADJOURNMENT

**Motion** made by Abdo Bejjani, seconded by Julie Carvel Liberty, that the Board of Education, resolves that the Board of Education adjourns at 7:51 p.m.

Yeas: 9 Nays: 0  
Motion Carried

Respectfully,

Cindy Delisle,  
District Clerk