

COOPERSTOWN CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES

DATE: July 5, 2017

KIND OF MEETING: Reorganization

PLACE: Library, Junior/Senior High School

MEMBERS PRESENT: Gillian Spencer, Marielle Ainsworth, Anthony Scalici, Mary Leonard, Marcy Birch, and Mary Bonderoff

MEMBERS ABSENT: Timothy Hayes

OTHERS PRESENT: William T. Crankshaw, Superintendent of Schools
Amy B. Kukenberger, Business Administrator
Donna Lucy, Secondary Principal
Ann Meccariello, Elementary Principal
Kristin Butler, Director of Curriculum Development & Assessment

Dr. Crankshaw called the meeting to order at 7:04 PM.

Dr. Crankshaw administered the Oath of Office to newly elected Board member Gillian Spencer.

Dr. Crankshaw called for nominations for the Office of President of the Board of Education.

Mrs. Leonard nominated Mrs. Marcy Birch, for the Office of President of the Board of Education.

No other nominations were offered.

Motion made by Mary Leonard, second by Mrs. Bonderoff, the following resolution was offered:

RESOLVED, that Mrs. Birch is elected the President of the Board of Education of the Cooperstown Central School District for the 2017-2018 school year.

Ayes 6 Noes 0 Motion carried.

Ms. Ainsworth nominated Mrs. Mary Leonard, for the Office of Vice-President of the Board of Education.

No other nominations were offered.

Motion made by Ms. Ainsworth, seconded by Mr. Scalici, the following resolution was offered:

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RESOLVED, that Mrs. Leonard is elected the Vice-President of the Board of Education of the Cooperstown Central School District for the 2017-2018 school year.

Ayes 6

Noes 0

Motion carried.

Dr. Crankshaw administered the Oath of Office to newly elected President of the Board of Education, Mrs. Birch and reelected Vice-President of the Board of Education, Mrs. Leonard.

Mrs. Birch conducted the remainder of the meeting.

Motion by Mrs. Birch, seconded by Ms. Ainsworth, to approve the following Board appointments for the 2017-2018 school year:

District Clerk – Wendy Lansing @ annual stipend of \$4,754.95

Treasurer – Amy Kukenberger – without additional compensation

Deputy Treasurer – William Crankshaw – without additional compensation

Tax Collector – Kelly Liner @ hourly rate of \$30.47

Claims Auditor – Janette Lyons @ hourly rate of \$34.02

Deputy District Clerk – without additional compensation

Ayes 6

Noes 0

Motion carried.

Dr. Crankshaw administered the Oath of Office to newly appointed District Clerk Mrs. Lansing and Treasurer Mrs. Kukenberger.

Mrs. Lansing administered the Oath of Office to Superintendent of Schools, Dr. William T. Crankshaw.

Motion by Mrs. Birch, seconded by Mr. Scalici. Resolved, that upon the recommendation of the Superintendent of Schools, the Board of Education of the Cooperstown Central School District does hereby approve the following Other Board Appointments and Committee Member recommendations for the 2017-2018 school year:

Committee on Special Education (as per attached Recommendation Memo)

Committee on Preschool Special Education (as per attached Recommendation Memo)

CSE Records Access Officer - Laura Bliss Lamb

Confidential Secretary to the Superintendent - Wendy Lansing

District Wide Dignity For All Students Act Coordinator - William Crankshaw

Dignity For All Students Act Coordinators – Christine McBrearty-Hulse and Mary Clare Roberts

Independent Auditor - Bonadio & Co., LLP

Insurance Company – Utica National

Legal Advisor to the Board of Education – Ferrara Law Firm and Girvin & Ferlazzo

Liaison for Homeless Children and Youth - Eric Carr

Local Education Agency Designee - Asbestos – George Hula

District Data Coordinator – Rachel Wright

Medicaid Compliance Officer – Laura Bliss Lamb

Purchasing Agent – Amy Kukenberger

Records Access Officer – Wendy Lansing

Records Management Officer - Brenda Hunt

Records Retention & Disposition Officer – Brenda Hunt

Surrogate Parents (as per attached Recommendation Memo)

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School Attorney - William C. Green

School Health Officers: Dr. Phillip Heavner, and Mrs. Courtney Graham-Arandia, Nurse Practitioner

Treasurer of Extraclassroom Activities Account - Michael Leggett - as per faculty association contract

Deputy Treasurer of Extraclassroom Activities Account – Amy Kukenberger

Title IX Compliance officer - Kristin Butler

Ayes 6

Noes 0

Motion carried.

Motion by Mrs. Birch, seconded by Mr. Scalici. Resolved, that upon the recommendation of the Superintendent of Schools, the Board of Education of the Cooperstown Central School District does hereby approve the following authorizations for the 2017-2018 school year:

RESOLVED, that the Superintendent of Schools and Building Principals are authorized to grant permission of attendance at conferences for their staff.

RESOLVED, that the Business Administrator is authorized to approve budget transfers on Chief School Officer's approval.

RESOLVED, that the Superintendent and Business Administrator are authorized to access and grant access to Safe Deposit Box in the vault of NBT Bank.

RESOLVED, that the Superintendent of Schools and Board President or Vice President are authorized to execute contracts on behalf of the school district and with the BOCES for contract services.

RESOLVED, that the Superintendent of Schools and Board President are authorized to certify payrolls.

RESOLVED, to establish standard mileage reimbursement rate according to the rate set by the Internal Revenue Service in January of each year.

RESOLVED, to establish the Non-Resident Student Tuition Rate at \$7,500 per year, effective July 1, 2017.

RESOLVED, to establish Substitute Pay Rates to equal the NYS minimum wage as set forth in the Minimum Wage Act (Article 19 of the New York State Labor Law) of \$9.70 per hour through December 30, 2017, then \$10.40 effective 12/31/17 through 12/30/18 for the following positions:

- Bus Monitor
- Custodian
- Cook
- Food Service Worker
- Secretary
- School Monitor
- Teacher Aide

RESOLVED, to establish Substitute Pay Rates as follows:

- Licensed Teaching Assistant \$10.54 per hour through December 30, 2017, then \$11.24 per hour effective 12/31/17 through 12/30/18
- Bus Drivers at \$26.00 per trip

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- School Nurse (\$80 per day)
- Teacher \$80 per day (certified) & \$65 per day (non-certified)
- Teacher Daily (Long-term) \$125 per day (certified)
- Teacher Daily (Long-term) \$70 per day (non-certified)

RESOLVED, that the Superintendent of Schools is authorized to assign substitutes.

Ayes 6 Noes 0 Motion carried.

Motion by Mrs. Birch, seconded by Mr. Scalici, move to approve the following designations for the 2017-2018 school year:

District Cell Phone Authorization:

- Superintendent (1)
- Business Official (1)
- Elementary Principal (1)
- Secondary Principal (1)
- Director of Curriculum Development and Assessment (1)
- Director of Facilities (1)
- Director of Athletics and Extracurricular Advisement (1)
- Head Bus Driver (1)

Petty Cash Funds:

- Superintendent \$50
- Elementary Principal \$50
- Secondary Principal \$50
- Cafeteria Manager \$50

Official Newspaper(s):

- The Daily Star
- The Freeman's Journal
- The Cooperstown Crier

Official Bank Depositories:

- NBT
- Citizens Bank
- JP Morgan Chase Bank
- New York Liquid Asset Fund

RESOLVED, that Superintendent of Schools and Business Administrator are authorized to sign checks and/or utilize Electronic Check Signature and that only one of the two signatures are required on the following accounts: Federal Fund, General Fund, School Lunch Fund, Trust & Agency Fund, Payroll Account, Prize Account, Capital Fund, Capital Savings, JP Morgan, Bank of Cooperstown and Citizens Bank.

RESOLVED, that the Treasurer of Extraclassroom Activities Account and Business Administrator are authorized to sign checks and that only one of the two signatures are required on the following accounts: Extracurricular Checking Account, the Senior Reserve Account, Passbook

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Savings for lass of 2018, Class of 2019, Class of 2020, Class of 2021, Class of 2022, Class of 2023, and Thespians.

RESOLVED, that the Superintendent of Schools is the Educational Official to receive Court Notifications.

RESOLVED, that the Superintendent of Schools is authorized to offer school district employee and officer indemnification under Public Officer's Law Section 18.

Ayes 6

Noes 0

Motion carried.

Mrs. Birch, seconded by Ms. Ainsworth, moved to authorize the bonding of personnel as follows: District Treasurer-\$1,000,000, Tax Collector-\$1,000,000, and all other employees-\$100,000 each.

Ayes 6

Noes 0

Motion carried.

Mrs. Birch, seconded by Mr. Scalici, moved to adopt the Public Officers Law Section 18 Resolution:

WHEREAS, Cooperstown Central School District desires to provide the benefits of Section 18 of the Public Officers Law to Board members, officers, and employees, and

WHEREAS, The Board of Education of the Cooperstown Central School wishes to provide these benefits in addition to all other benefits that may now be available or in the future may be available, it is

RESOLVED by the School Board of the Cooperstown Central School that, in addition to the benefits now available or available in the future, it is resolved that

Section 1. The School Board hereby adopts Section 18 of the Public Officers Law and confers the benefits thereof upon all School Board Members, officers, and employees.

Section 2. The School Board shall provide for the defense of any School Board Member, officer, or employee in any civil action or proceeding arising out of any alleged act or omission in which it is alleged that the member, officer or employee has violated the civil rights of the claimant, petitioner, or plaintiff under section 1981 and 1983 of the U.S. Civil Rights Act. The School Board shall indemnify and save harmless such member, officer, or employee in the amount of any judgment or settlement of claim obtained against such member, officer, or employee. Such legal defense and indemnification shall be provided where the member, officer, or employee at the time of such alleged act or omission was acting in good faith and within the scope of his public employment, powers, or duties. The provisions of this section shall be in addition to any other statute, resolution, or enactment providing legal defense and indemnification in civil actions brought against such member, officer, or employee.

Ayes 6

Noes 0

Motion carried.

Mrs. Birch, seconded by Mrs. Leonard, moved to re-adopt the following Policies for the 2017-2018 school year:

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3410: Code of Conduct on School Property
5220: District Investments and Guidelines
5321: Use of the District Credit Card (Attachment)
5322: Use of the District Cell Phone (Attachment)
5330: Budget Transfers
6110: Code of Ethics For All District Personnel - Conflict of Interest was attached.

Ayes 6 Noes 0 Motion carried.

Mrs. Birch, seconded by Mrs. Leonard, moved to reaffirm all policies of the Board of Education for the 2017-2018 school year.

Ayes 6 Noes 0 Motion carried.

Mrs. Birch, seconded by Mrs. Leonard, moved to approve the Cooperstown Central School District, Location code 73601, to establish the following as standard work days for appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the time keeping system records maintained and submitted by these officials to the clerk of this body: District Clerk 7.0 days/month, Tax Collector 7.0 days/month, and Claims Auditor 6.0 days/month.

Ayes 6 Noes 0 Motion carried.

There were no public comments.

Mrs. Leonard, seconded by Ms. Ainsworth, moved to adjourn the reorganizational meeting at 7:18 PM.

Ayes 6 Noes 0 Motion carried.

President Birch called the regular meeting to order at 7:19 PM.

Under public comments, Mr. Brenton Seamon asked the Board to look at allowing seventh and eighth grade students to test up to play higher level of sports.

Mrs. Birch turned the meeting over to Laura Bliss Lamb, Committee on Special Education Coordinator, for her annual report. Mrs. Bliss Lamb explained that the Committee on Special Education (CSE) and Preschool Special Education (CPSE) are required to submit an Annual Report to the Board of Education. The purpose of the report is to provide information regarding special education programs and services, enrollment trends and New York State regulations that may influence future programming. During the 2016-2017 school year, the Committee met to discuss many issues regarding student needs. One hundred forty-two CSE and CPSE meetings were held to discuss individual student needs and make program recommendations. Mrs. Bliss Lamb highlighted several key points on enrollment, referrals, classification rate/types, continuum of services, data on least restrictive environment, accelerated progress data/target skill, 2016/17 Regents performance, diploma types, post-secondary plans, declassifications, Section 504 Accommodations, and program development. She noted the increase in the number of students with social, emotional learning needs and emotional regulating needs. Questions and answers followed. The Board thanked her for her edifying presentation.

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Mrs. Birch, seconded by Mrs. Leonard. Resolved, that upon the recommendation of the Superintendent of Schools, does hereby amend the agenda to table Item C: Miscellaneous Support Staff Employment Agreement and add items to (1) Personnel item E. Amendments to Summer Instructional Appointments, and (2) Operations, Grounds & Audit item D: Set 2017-2018 Board Operating Committees.

Ayes 6 Noes 0 Motion carried.

Mrs. Birch, seconded by Ms. Ainsworth, moved to approve the minutes from regular meeting of June 21, 2017.

Ayes 6 Noes 0 Motion carried.

Ms. Ainsworth, seconded by Mrs. Leonard. Resolved, that upon the recommendation of the Superintendent of Schools, the Board of Education of the Cooperstown Central School District hereby accepts the assignment of the Board Operating Committees as follows:

PUBLIC RELATIONS COMMITTEE: Mary Leonard (Chair), Gillian Spencer and Anthony Scalici

CURRICULUM & INSTRUCTION COMMITTEE: Marcy Birch (Chair.), Mary Bonderoff and Gillian Spencer

POLICY COMMITTEE: Tim Hayes (Chair.), Mary Bonderoff and Marcy Birch

PERSONNEL COMMITTEE: Marielle Ainsworth (Chair) Mary Leonard, and Anthony Scalici

OPERATIONS, GROUNDS, & AUDIT COMMITTEE: Anthony Scalici (Chair), Tim Hayes and Marielle Ainsworth

Other Committees

Task Force Committees: (as needed)

Legislative: (1x/month - first meeting) – Anthony Scalici, Marcy Birch, Mary Bonderoff

Negotiations: CCSFA – Anthony Scalici, Mary Leonard, Marielle Ainsworth

Service Unit – Tim Hayes, Marcy Birch, Mary Bonderoff

Technology: Mary Leonard

Faculty Liaison: Marcy Birch

CSE/CPSE: Marcy Birch

CFEE: Anthony Scalici

Social, Emotional, Learning Advisory: Mary Bonderoff

Health Wellness Advisory Committee: Marielle Ainsworth

Ayes 6 Noes 0 Motion carried.

Ms. Ainsworth, seconded by Mrs. Leonard. RESOLVED, that the Board of Education of the Cooperstown Central School District, upon the recommendation of the Superintendent of Schools, does hereby approve increasing the cafeteria prices effective September 1, 2017 as follows: Breakfast: Grades K-6 \$1.25 and Grades 7-12 \$1.30; Lunch: Grades K-6 \$2.30 and Grades 7-12 \$2.50.

Ayes 6 Noes 0 Motion carried.

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Mrs. Birch, seconded by Mrs. Leonard. RESOLVED, that the Board of Education of the Cooperstown Central School District, upon the recommendation of the Superintendent of Schools, does hereby accept 8461: Student Travel, for Second Reading & Adoption.

INSERT POLICY HERE

Ayes 6 Noes 0 Motion carried.

Mrs. Birch, seconded by Ms. Ainsworth. RESOLVED, that the Board of Education of the Cooperstown Central School District, upon the recommendation of the Superintendent of Schools, does hereby accept 8248: Outside Speakers, for Second Reading & Adoption.

INSERT POLICY HERE

Ayes 6 Noes 0 Motion carried.

Mrs. Birch, seconded by Mrs. Bonderoff. RESOLVED, that the Board of Education of the Cooperstown Central School District, upon the recommendation of the Superintendent of Schools, does hereby accept 7220: Graduation Options/Early Graduation/Accelerated Programs, for Second Reading & Adoption.

INSERT POLICY HERE

Ayes 6 Noes 0 Motion carried.

Mrs. Birch, seconded by Mrs. Leonard. RESOLVED, that the Board of Education of the Cooperstown Central School District, upon the recommendation of the Superintendent of Schools, does hereby accept 7222: Diploma or Credential Options for Students with Disabilities, for Second Reading & Adoption.

INSERT POLICY HERE

Ayes 6 Noes 0 Motion carried.

Mrs. Birch, seconded by Mrs. Leonard. RESOLVED, that the Board of Education of the Cooperstown Central School District, pursuant to Section 3012 of the Education Law and in compliance with Part 30.3 of the Rules of the Board of Regents, upon the recommendation of the Superintendent of Schools, does hereby appoint Ms. Janelle Krause to the position of Teacher in the K-12 Art tenure area, pending fingerprinting clearance and the issuance of an Initial New York State Certification permitting her to teach subjects in Art, for probationary period of four (4) years, to commence on September 1, 2017 and to expire on August 31, 2021, at an annual salary of \$34,000.

Ayes 6 Noes 0 Motion carried.

Mrs. Birch, seconded by Ms. Ainsworth. RESOLVED, that the Board of Education of the Cooperstown Central School District, upon the recommendation of the Superintendent of Schools, does hereby appoint Mr. James Brophy to the part-time (0.5 FTE) position of Director of Athletics and Extracurricular Advisement, effective July 1, 2017; BE IT FURTHER RESOLVED said position will adhere to the terms set forth in the attachment employment agreement.

Ayes 6 Noes 0 Motion carried.

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Mrs. Birch, seconded by Ms. Ainsworth. RESOLVED, that the Board of Education of the Cooperstown Central School District, upon the recommendation of the Superintendent of Schools, does hereby approve the Cooperstown CARES Program staff for extended year programming for the period of July 5, 2017 through August 15, 2017, as recommended by Laura Bliss Lamb, CSE Chairperson:

- Emily Price, Physical Therapist – seven (7) hours at per diem contractual rate
- Stephanie Johnson-Spencer, Occupational Therapist – eleven (11) hours at per diem contractual rate
- Nursing Services – one-hundred (150) hours shared between Kim Stahl and Rebecca Meehan, at per diem contractual rate
- TBD, Special Education Teacher – twenty-one (21) hours at per diem contractual rate

Ayes 6

Noes 0

Motion carried.

Mrs. Birch, seconded by Ms. Ainsworth. RESOLVED, that the Board of Education of the Cooperstown Central School, upon the recommendation of the Superintendent, does hereby rescind the instructional appointment of Nikolaus Reff to the position of Teacher in the Science tenure area, commencing on September 1, 2017.

Ayes 6

Noes 0

Motion carried.

Mrs. Birch, seconded by Mrs. Leonard. RESOLVED, that the Board of Education of the Cooperstown Central School District, upon the recommendation of the Superintendent of Schools, does hereby accept the amendments to the following Summer Instructional Appointments:

- Resignation of Lisa Lippitt as Teacher of Summer Math & Reading Program.
- Appointment of Kelly Coones as Teacher of Summer Math & Reading Program, effective July 31, 2017.
- Resignation of Shannon Merwin as Math Teacher for the Secondary Enrichment Program.
- Appointment of Chayla Pudlewski as both Math and English Teacher for the Secondary Enrichment Program, for 3.5 hours/day at the summer contractual rate, effective June 26, 2017.

Ayes 6

Noes 0

Motion carried.

Dr. Crankshaw thanked the Board for agreeing with the proposed Operating Committee structure. He announced that the Board of Education Advance is scheduled for July 12 beginning at 8:00 am, to be held at the Cooperstown Graduate Program. He also stated that the CCSD Leadership Retreat will be held over the period July 9-11, 2017. Team members will attend the Rural Schools Association summer conference on July 9 at the Otesaga.

Upon the recommendation of Dr. Crankshaw, Mrs. Birch, seconded by Mrs. Leonard, moved approval of the recommendations of the Committee on Preschool Special Education as listed in the minutes of the meeting on June 29, 2017 and the Committee on Special Education as listed in the minutes of the meetings on June 19, 20, 21, 22, 2017.

Ayes 6

Noes 0

Motion carried.

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Mrs. Birch, seconded by Ms. Ainsworth. RESOLVED, that the Board of Education of the Cooperstown Central School District, upon the recommendation of the Superintendent of Schools, does hereby approve the Educational Audiology Contractual Service Agreement between the Cooperstown Central School District and Kimberly C. Keane, Au.D., for the period of September 1, 2017 through June 30, 2018.

Ayes 6

Noes 0

Motion carried.

Under public comments, Matt Hazzard spoke in support of Mr. Seamon's earlier statement. He then expressed his dissatisfaction at the lack of care taken on our school baseball field. He asked the Board to consider making the much-needed aesthetic improvements to the field.

Mrs. Birch, seconded by Mrs. Leonard, moved to recess to executive session for the purpose of discussing the employment history of a particular person at 8:13 PM.

Ayes 6

Noes 0

Motion carried.

Mr. Scalici, seconded by Mrs. Bonderoff, moved to return to the business of the regular meeting at 9:25 PM.

Ayes 6

Noes 0

Motion carried.

Mr. Scalici, seconded by Mrs. Bonderoff, moved to adjourn the meeting at 9:30 PM.

Ayes 6

Noes 0

Motion carried.

Clerk