

DISTRICT SUPERINTENDENT MEETING  
COMPONENT BOARDS OF EDUCATION  
BETWEEN CLYMER & PANAMA

Tuesday, October 18, 2016  
7:00 PM – Clymer Central School  
8672 East Main Street  
Clymer, NY

AGENDA

- I. Meeting Convened by the District Superintendent
- II. District Superintendent Appoints Clerk for Meeting
- III. Boards of Education Call Meeting to Order
  - Clymer Board of Education
  - Panama Board of Education
  - Clerk calls Roll
    - Clymer Board of Education
    - Panama Board of Education
- IV. District Information Sharing – Mr. Lictus
- V. Review Consolidation Options Available – Dr. O'Rourke
- VI. Options for Next Steps:
  - Feasibility Study
  - Request for Proposal (RFP) Process – begins with motion to authorize and direct the District Superintendent to issue RFP
- VII. Adjournment – DS calls for Adjournment
  - Clymer Board Adjourns
  - Panama Board Adjourns

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Tuesday, October 18, 2016

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Clymer Central School

8672 East Main Street

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Minutes

- I. Meeting Convened by the District Superintendent – called to order at 7:00 pm by Dr. David O’Rourke, District Superintendent.
- II. Pledge of Allegiance – Dr. O’Rourke requested that the Boards of Education and audience stand for the Pledge of Allegiance.
- III. District Superintendent Appoints Clerk for Meeting – Dr. O’Rourke appointed Cynthia L. Marx as the Clerk for the meeting.
- IV. Boards of Education Call Meeting to Order
  - **Clymer Board of Education** – Mike Schenk, Clymer Board President called the meeting of the Clymer Board of Education to order at 7:01 pm.
  - **Panama Board of Education** – Donald Butler, Panama Board President called the meeting of the Panama Board of Education to order at 7:02 pm.

The Clerk call the roll of both boards:

**Clymer Board Members Present:** Mike Schenk, President, Willowe Neckers, Vice President, Ed Mulkearn, Amanda Stapels

Clymer Board Members Absent: Norman Upperman

Clymer Officers Present: Bert Lictus, Superintendent, Kristin Irwin, District Clerk

**Panama Board Members Present** – Donald Butler, President, Gregory Hudson, Vice President, Robert Delahoy, Peter Komarek, Carrie Munsee

Panama Board Members Absent: James Mistretta and Julie Turcotte

Panama Officers Present: Bert Lictus, Superintendent, Genevieve Jordan, District Clerk

- V. District Information Sharing – Mr. Lictus shared various statistics regarding both school districts and what has occurred in the educational programming, noting that there has been sharing of staff in some areas between the districts as well as athletic programs due to reductions in state aid and enrollment.
- VI. Review Consolidation Options Available – Dr. O'Rourke talked about the options via consolidation that the districts could look into, as well as the sharing of specific programs. He explained that if the districts wanted to pursue possible consolidation that a feasibility study would need to be completed and went on to explain the Request For Proposal process for hiring a consultant to conduct the study. Dr. O'Rourke noted that should the districts be looking at consolidation after the feasibility study was completed and presented to both boards of education and the public, a straw vote would be

established and it would have to pass in both districts in order to move to a referendum [statutory vote] which would be ordered by the Commissioner of Education. Should it pass referendum, one school district would be formed effective with July 1 following the successful referendum. And a new board of education would be elected. All assets and liabilities of both school districts would be assumed by the newly formed district.

Incentive aid for consolidation would be based on plus 40% for the next 5 years and then be reduced by 4% for the subsequent 9 years after that.

- VII. Next Steps – Dr. O'Rourke indicated that both boards need to determine they wish to move forward with a feasibility study, if so an the RFP needs to be issued. The Office of the District Superintendent can assist in that process and would receive the RFPs from various bidders. Both boards of education would review all submissions and determine who they would hire to conduct the study.

Dr. O'Rourke noted that in the past there had been specific funding available to help offset the cost of a study.

However, that is no longer the case. There are grants that can be applied for but it depends on the timing of the study as to whether or not they would be able to be used for the purpose of defraying the cost of the study.

- Dr. O'Rourke suggested that they contact local legislators for funding and other sources that provide for such grants.

There was a discussion on how best to communicate with the communities to make sure they are fully aware of what is happening and what it will mean to the school districts. The public needs to be on board every step of the way. It is time to move forward in a positive way and seek input and information.

Both Mr. Lictus' and Dr. O'Rourke's powerpoint presentations will be posted on both district websites, along with SED's *"A Guide to School District Reorganization in New York State"*.

The floor was opened for Board Members questions/comments. Following Board members questions, the floor was opened to the public for questions and comments [see attached document listing all questions].

Mr. Lictus and Dr. O'Rourke responded to the questions.

Dr. O'Rourke commended both boards for meeting to review their options, for laying out what problems they are facing and for wanting what is best for the children and the communities.

- VIII. Options for Next Steps – Mr. Lictus indicated that both boards need to decide if they wished to keep things status quo, go backwards or move forward. Mr. Lictus noted that he wanted to move forward – and the Boards will need to determine if they wish to move forward to have a feasibility study conducted which will need to have a RFP issued.

The Panama Board of Education passed the following resolution – Motion maker, Donald Butler, seconded Carrie Munsee:

**WHEREAS**, The Boards of Education for the Clymer Central School District and the Panama Central School District have entered into discussions that may enhance the educational opportunities and increase efficiencies and lower costs of operations;

**WHEREAS**, it is the desire of both boards to engage an outside firm to conduct a feasibility study for the purpose of centralization;

**THEREFORE, BE IT RESOLVED** that the Panama Board of Education hereby authorizes the release of a Request for Proposal [RFP] on their behalf to interested parties;

**BE IT RESOLVED**, that the District Superintendent, David O'Rourke, Ph.D. is hereby designated to release and collect such RFPs for the Board;

**FURTHER, BE IT RESOLVED**, that the Clymer and Panama Boards of Education will review and award the RFP to the successful bidder at a date and time to be announced.

Motion Carries Unanimously

The Clymer Board of Education passed the following resolution – Motion maker, Ed Mulkearn, seconded Willowe Neckers:

**WHEREAS**, The Boards of Education for the Clymer Central School District and the Panama Central School District have entered into discussions that may enhance the educational opportunities and increase efficiencies and lower costs of operations;

**WHEREAS**, it is the desire of both boards to engage an outside firm to conduct a feasibility study for the purpose of centralization;

**THEREFORE, BE IT RESOLVED** that the Clymer Board of Education hereby authorizes the release of a Request for Proposal [RFP] on their behalf to interested parties;

**BE IT RESOLVED**, that the District Superintendent, David O'Rourke, Ph.D. is hereby designated to release and collect such RFPs for the Board;

**FURTHER, BE IT RESOLVED**, that the Clymer and Panama Boards of Education will review and award the RFP to the successful bidder at a date and time to be announced.

Motion Carries Unanimously

Once the process gets to a straw vote, it moves to the level of Commissioner involvement via the Office of the District Superintendent, so you need to work with and keep the District Superintendent involved as you move forward. The DS will be your link to SED throughout the entire process.

Dr. O'Rourke thanked everyone for a well organized meeting and extended thanks to the audience for attending on behalf of both boards of education.

- IX. Adjournment – There being no further business to come before either board of education, Dr. O'Rourke called for both boards of education to adjourn their meetings.
- **Panama Board Adjourns** – The Panama Board of Education voted unanimously on a motion by Donald Butler, seconded by Robert Delahoy to adjourn the meeting at 8:15 pm.
  - **Clymer Board Adjourns** – The Clymer Board of Education voted unanimously on a motion by Amanda Stapels, seconded by Ed Mulkearn to adjourn the meeting at 8:16 pm.

Respectfully submitted,

*Cynthia L. Marx*

Cynthia L. Marx, District Clerk for the Office of the District Superintendent