

SENECA FALLS CENTRAL SCHOOL DISTRICT

November 5, 2020  
Board of Education Meeting – 6:00 PM  
Mynderse Academy Auditorium

BOE Members present

Mrs. Deborah Corsner, Mrs. Cara Lajewski, Mr. Jeffrey Hartwell, Mrs. Linda Jones, Mr. Michael Mirras, Mr. Joseph McNamara, and Mr. William Reigel

BOE Members absent –Mrs. Joell Murney-Karsten, Mrs. Heather Zellers

Others Present:

Mr. Jeramy Clingerman, Mr. James Bruni, Mrs. Jodie Verkey, Mrs. Karissa Blamble, Mrs. Faith Lewis, Mrs. Breana Mullen, Mr. Kevin Rhinehart, Mrs. Amy Hibbard, Ms. Janet Clendenen, and Mr. Michael DeBadts, Mengel, Metzger, Barr & Co. LLP.

~~In the absence of the President of the Board of Education, Mrs. Zellers, Vice-President~~

Mrs. Lajewski called the meeting to order at 6:00 pm. ~~Mrs. Zellers~~ Mrs. Lajewski asked that everyone stand for the pledge of allegiance.

Approval of Agenda

Mrs. Lajewski asked for a motion to approve the agenda with the addendums as listed:  
Mrs. Jones made the motion, seconded by Mr. Hartwell.

Add under IX. Consent Agenda

A. Retirements/Resignations

Name: Rheanna Abbott  
Civil Service Position: Cashier/FSH  
Eff. 11/18/2020 (will be her last day)

Appointments

Substitute Appointments

Upon the recommendation of the Superintendent, the Board of Education approves the following

2020-2021 Substitute Teachers

Name: Anthony Noone  
Position: Level III Substitute Teacher (Gr. 5-3)  
Eff. TBD

Yes: 7      No: 0      Abstain: 0      Motion carried

Approve or Amend

Board of Education Minutes-Oct. 19, 2020

Mrs. Lajewski asked for a motion to approve the October 19, 2020 Board Minutes.

Mr. Hartwell made the motion, seconded by Mr. McNamara.

Yes: 7      No: 0      Abstain: 0      Motion carried

Treasurer's Reports

June 2020

Mrs. Lajewski asked for a motion to approve the Treasurer's Report for June 2020.

Mrs. Jones made the motion, seconded by Mr. McNamara.

Yes: 7      No: 0      Abstain: 0      Motion carried

July 2020

Mrs. Lajewski asked for a motion to approve the Treasurer's Report for July 2020.

Mr. McNamara made the motion, seconded by Mr. Reigel.

Yes: 7      No: 0      Abstain: 0      Motion carried

## August 2020

Mrs. Lajewski asked for a motion to approve the Treasurer's Report for August 2020.

Mrs. Jones made the motion, seconded by Mr. Hartwell.

Yes: 7 No: 0 Abstain: 0 Motion carried

## September 2020

Mrs. Lajewski asked for a motion to approve the Treasurer's Report for September 2020.

Mr. McNamara made the motion, seconded by Mr. Hartwell.

Yes: 7 No: 0 Abstain: 0 Motion carried

There was no public comment.

Board of Education Recognition-Camden Wehrle, recognized A 2021 College Board National Recognition Program Scholar for her outstanding performance on the Preliminary SAT/National Merit Scholarship Qualifying Test in 2019.

## Committee Reports

### Audit Committee

Mrs. Jones reported that the committee met on Nov. 2, 2020 to review the external audit and create a response to the CAP. Mrs. Jones asked if Mr. Bruni wanted to speak to the audit. Mr. Bruni reported that he had sent the audit out to the Board. Mr. Bruni stated that it was a good audit. Mr. Bruni did report that the district would need to report to New York State regarding the balance remaining in the cafeteria fund. The money remaining in the school lunch fund was money that was to be used for unanticipated expenses due to COVID-19; it was not extra money.

### Policy Committee

Mr. Hartwell reported that the committee had met on Nov. 3. The committee is done with all the sections of the new policy. Mr. Hartwell thanked the committee for all the work they did on working through the new policies.

#### Section 6000

- Received NYSSBA's opinion on the committee's changes
- 1<sup>st</sup> reading was on 8/12/2020
- Google document with the changes that were made by the committee and transportation director was retyped into MS
- I reviewed the policy on 11/03/2020.
- Revised Audit Committee Charter placed in Section 6000;
- Section 6000 is ready for 2<sup>nd</sup> reading

#### Section 7000

- Received NYSSBA's opinion on the committee's changes.
- 1<sup>st</sup> reading was on 8/12/2020
- Google document with the changes that were made by the committee and transportation director was retyped into MS
- I reviewed the policy on 11/03/2020
- Section is 7000 ready for 2<sup>nd</sup> reading

### Transportation Policies

- Transportation policies need to be reapproved due to the issue I had with saving the policies from Google to MS.
- Google document with changes that were made by the committee and transportation director were retyped into MS.
- The drafts of the corrected-transportation policies are ready for a 1<sup>st</sup> reading.

Section 8000 was sent to NYSSBA for review 11/05/2020.

Section 9000 was to NYSSBA for review 11/05/2020.

NYSSBA continues to provide updates for districts to review. The next set of policies to review are the following.

Policy 5300-Code of Conduct-draft with updates is ready for committee review (required policy)

Policy 5500-Student Records-draft with updates is ready for committee review (required policy)

Policy 0110-Sexual Harassment-This policy has changed. Policy 0110 is now an introduction for two new policies on sexual harassment. (Because of the two new policies↓, Policy 0110 is now a local policy-not a required policy).

Policy 0110.1 -Sexual Harassment against Students (required policy)

Policy 0110.2 -Sexual Harassment against Employees (required policy)

### Scholarship Committee

The Scholarship Committee meeting was held by zoom on November2, 2020 at 7:30AM.

The meeting started with a report from Mrs. Kuney on letters sent to several scholarship recipients to respond or forfeit scholarship.

As a result:

- Two recipients did not respond and scholarships were forfeited
- One recipient's check was not accepted by the bank and sent back; the scholarship was forfeited.
- Two recipients graduated early and remaining scholarship was forfeited
- Two recipients graduated and checks were sent out.

The committee discussed questions related to extension requests due to medical reasons. Emails were sent to all scholarship recipients asking for grades and class schedules by the end of December 2020.

The committee members agreed to review the scholarship regulation and submit comments and recommendations before the next meeting.

JP Morgan sent the district information on funds paid out YTD and funds remaining to be paid by year-end to meet the scholarship requirements.

The next scholarship committee meeting is scheduled for Nov. 16.

### Information

Michael DeBadts, Auditor, Mengel, Metzger, Barr & Co. LLP reviewed the external audit with the Board of Education.

### Superintendent Report

Mr. Clingerman reported that the Student Council will be working with downtown businesses to decorate is going to go forward. The timeline is for December 4-5.

Mr. Clingerman that the National Honor Society has 34 new inductees. The ceremonies will be broken down into three groups, which will be manageable. Health and safety guidelines are to be followed during the ceremonies. Induction ceremonies will take place in January 2021.

Mr. Clingerman reported that the 2021 January Regents have been cancelled by the state.

Mr. Clingerman also reported that the budget development process would start at the Nov.19 board meeting with preliminary numbers.

The budget development will be later in the meeting after new business.

### BOE President Report

Mrs. Lajewski asked the Board members if they used the Board of Education calendar in google. It was determined that the links to meetings would be placed in the BOE calendar for easy access.

### BOE Member Comments

Mr. Hartwell asked about Board members attending events. Mrs. Lajewski asked that because of the restrictions for parents to attend functions during COVID that Board members abstain from attending functions, unless they attend as a parent.

Mr. Hartwell also asked Mr. Bruni if the district would be reimbursed next year for the school lunch program. Mr. Bruni reported that the district would be getting reimbursed. It will take some time. The state's system is not working-it has been down since April.

### Consent Agenda

#### Retirement(s)/Resignation(s)

#### SFSSA

Upon the recommendation of the Superintendent, the Board of Education accepts the following resignation for the purpose of retirement and grants all applicable benefits per the current Seneca Falls Support Staff Association Agreement.

Name: Marilyn Adler

Civil Service Position: Senior Typist

Effective Date: 06/30/2021

Upon the recommendation of the Superintendent, the Board of Education accepts the following resignation.

Name: Rheanna Abbott

Civil Service Position: Cashier/FSH

Effective Date: 11/18/2020 (last day of work)

### Appointments

#### Civil Service Appointment(s)

Upon the recommendation of the Superintendent, the Board of Education approves the following civil service position(s) *(All appointments are conditional until paperwork is completed and fingerprints are cleared)*.

Name: Michelle Carman

Civil Service Position: Teacher Aide

Effective Date: 10/26/2020

Probationary period: 10/26/2020 to 10/25/2021

Hourly Rate: \$11.80

Hours per day: 6.0

### Substitute Appointments

Upon the recommendation of the Superintendent, the Board of Education approves the following substitute appointment(s) *(All appointments are conditional until paperwork is completed and fingerprints are cleared)*

### 2020-2021 Substitute Teachers

Name: Anthony Noone

Position: Level III Substitute Teacher (Gr. 5 3)

Certification: Special Education Gr. 1-6

Effective: TBD

Name: Anthony Noone

Position: Substitute Teacher

NYS Certification: Special Education (K-12)

Effective: 10/26/2020 (retro)

Name: Kayla Grillo

Position: Substitute Teacher

Substitute Teaching Assistant

NYS Certification: Teaching Assistant I

Effective: 11/06/2020

Name: Emily Porretta

Position: Substitute Teacher

NYS Certification: Childhood Education (Gr. 1-6) Emergency COVID 19

Students w/ Disabilities (Gr. 1-6) Emergency COVID 19

Effective: 12/23/2020

### CSE Minutes

Upon the recommendation of the Superintendent, the Board of Education approves the following CSE minutes:

10/01/2020, 10/02/2020, 10/05/2020, 10/06/2020, 10/07/2020, 10/08/2020, 10/09/2020, 10/13/2020, 10/14/202, 10/15/2020, and 10/20/2020

Mrs. Lajewski asked for a motion to approve the consent agenda as listed.

Mr. Mirras made the motion, seconded by Mrs. Jones.

Yes: 7 No: 0 Abstain: 0 Motion carried

Old Business

Correction

Mrs. Lajewski asked for a motion to correct the following Oct. 19, 2020 resolution to reflect the required probationary appointment per NYS Education Law:

Professional Appointment

The Board of Education of the Seneca Falls 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 Jeramy Clingerman, Superintendent of Schools, hereby appoints the following: *(Probation dates are tentative and conditional only. Except to the extent required by the applicable provisions of Education Law sections 2509, 2573, 3212 and 3014 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time)*

Name: Jesse Federman

Position: Teaching Assistant (FTE 1.0)

Certification: NYSED Certification Pending

Tenure: Teaching Assistant

Probation: 10/20/2020 to 10/19/2024

Base Salary: \$19,820.00

Mr. Mirras made the motion, seconded by Mrs. Jones.

Yes: 7 No: 0 Abstain: 0 Motion carried

New Business

Standard Work Days

Mrs. Lajewski asked for a motion that the Seneca Falls Central School District, Location code 74502, does hereby establish the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

TITLE	Class	Standard Hours
Business Manager I	C	8
Clerk	C	4
Administrative Assistant	C	7
Senior Account Clerk/Typist	C	7
Account Clerk/Typist	C	7
Account Clerk	C	7
Senior Typist	C	7
Typist (PT)	NC	4
Network Administrator	C	8
Data Entry Machine Operator	C	7
Application Support Services Assistant	C	8
Teacher Aide	NC	6
Library Aide	NC	6

Director of Facilities	C	8
Senior Custodian	C	8
Custodian	C	8
Custodian (PT)	NC	4
Cleaner	L	8
Cleaner (PT)	L	4
Senior Building Maintenance Mechanic	C	8
Building Maintenance Mechanic	NC	8
Messenger	NC	4
Building Maintenance Mechanic/School Bus Driver	NC	8
Groundskeeper	NC	8
Cook Manager	NC	8
Senior Food Service Helper	NC	6
Food Transporter/Food Service Helper	NC	6
Cashier/Food Service Helper	NC	4
Food Service Helper	L	4
School Monitor	NC	2
Transportation Supervisor	C	8
Head Automotive Mechanic	C	8
Automotive Mechanic/School Bus Driver	NC	8
School Bus Driver	NC	5
School Bus Dispatcher	C	8
Audio Visual Technician	C	8
School Bus Driver/Messenger	NC	8
School Bus Driver/Food Service Helper	NC	5
School Bus Monitor	L	5
Registered Professional Nurse (School)	NC	7
Health Aide	NC	7

Mrs. Corsner made the motion, seconded by Mr. Hartwell.  
Yes: 7 No: 0 Abstain: 0 Motion carried

Memorandum of Agreement

Mrs. Lajewski asked for a motion that upon the recommendation of the Superintendent, the Board of Education approve the following Memorandum of Agreement:

Mrs. Jones made the motion, seconded by Mr. McNamara.

SFEA MOA--SOCE (Statement of Continued Eligibility)

Yes: 7 No: 0 Abstain: 0 Motion carried

Corrective Action Plan for 2019-2020 Audit

Mrs. Lajewski asked for a motion to approve the Seneca Falls Central School District Corrective Action Plan relating to findings or recommendations made during the 2019-2020 Audit for Financial Statement and Management Letter recommendations.

Mr. Mirras made the motion, seconded by Mr. Reigel.

Yes: 7 No: 0 Abstain: 0 Motion carried

Adjourn

Mrs. Lajewski asked for a motion to adjourn the meeting

Mrs. Corsner made the motion, seconded by Mr. Mirras.

Yes: 7 No: 0 Abstain: 0 Motion carried

Monica Kuney, District Clerk