

## **WATERTOWN CITY SCHOOL DISTRICT**

**March 2, 2021**

The regular meeting of the Watertown City School District's Board of Education was held on March 2, 2021, in the District Office Conference Room at HT Wiley School for the board members and was streamed live for the public to view virtually via a link on the district website. The meeting, conducted by the Board President, Maria Mesires, opened at 6:00 p.m. with the Pledge of Allegiance.

Members Present: Maria T Mesires  
Michael R. Struchen  
Culley T. Gosier  
Jason B. Harrington  
Nancy C. Henry  
Beth A. Linderman  
Suzanne C. Renzi-Falge

Officers Present: Patricia B. LaBarr, Superintendent of Schools  
Michelle R. Gravelle, District Clerk

Administrators: Stacey J. Eger-Converse, Assistant Superintendent for Instruction  
Tina M. Lane, Assistant Superintendent for Personnel and Student Services  
Joshua W. Hartshorne, School Business Administrator

### **Public Hearing—District Wide Safety Plan—Safety at WCSD 2020—2021 and Beyond**

At 6:00pm President Mesires asked the members for a motion to move into the Public Hearing. Motion was made by Suzanne Renzi-Falge and seconded by Michael Struchen and carried; all voting aye.

Superintendent LaBarr pointed out that the NYS Education Department has a requirement by April 1, 2021 that requires public employers to develop operation plan in the event of certain declared public health emergencies. The new law requires public employers to prepare a plan for the continuation of operations in the event that the Governor declares a public health emergency involving a communicable disease. The district wide safety plan was posted for public review and no public comments were made. There were a few small changes to the plan that the Superintendent then reviewed. She notes that the School Resource Officer Agreement was added back in, as it appeared to be missing from Appendix 11, that has now been added back in. The Communicable Disease-Pandemic Plan is located as Appendix 12. Some of the information included in the Plan was obtained from the CDC along with the local Jefferson County Public Health office. As updates are received on any of this information, they will be made accordingly. The Plan also includes the contact tracing template that the District uses. Without any question from the Board members the public hearing was closed at 6:09pm with a motion from Jason Harrington and a second from Culley Gosier and carried; all voting aye.

**Agenda Changes:** Under: Board and Staff Reports  
Delete: A. Roswell P. Flower Memorial Library Presentation, Yvonne Reff.

Under: VII. Items for Board Action

Add: I. Approval of Amended District Wide Safety Plan.

Under: D. Personnel Report

Add: Fall 2 to each Coaching Appointment Heading (Co-Ed, Girls, Boys)

Change: Section G. Line 1 and Line 4 change to the verbiage of Sport.

**Public Comments:** None

**Communications:** None

**Board and Staff Reports:**

**FAF Committee Report, March 2—Beth Linderman, Chair.** Ms. Linderman reported on the meeting that was held earlier this evening.

- The committee was updated by the Superintendent about the Director of Facilities position along with the status of a new hire for that position. The Personnel office is working closely with Civil Service with this position.
- Mr. Hartshorne has prepared a Request for Proposal for Audit services and that will be going out at the end of the week. The committee should be able to report back on the RFP in April when they have an idea of the options.
- The Committee feels with good money management and careful spending the district is looking good budget wise. The federal aid should help in areas of losses.
- King & King Architects will be working with the district on public relations for the Capital Project.

**Policy Committee Report, February 26 – Jason Harrington, Chair.**

Mr. Harrington reviewed the policies that were reviewed at the recent meeting. There were only minor grammatical edits to these policies. There was the addition of a new policy 0014, Gender Neutral Single-Occupancy Bathroom Facilities.

**Items for Consent Agenda:**

Resolution offered by Nancy Henry.

**RESOLVED**, that Consent Agenda Items A, B, C, D and E are hereby approved.

- A. Approval of the Minutes of Board of Education Meeting on February 2, 2021
- B. Approval of the Monthly Treasurer's Report for January 2021.
- C. Approval of the Monthly Financial Report for January 2021.
- D. Approval of the Minutes of the Committee on Pre-School Education.
- E. Approval of the Minutes of the Committee on Special Education.

Seconded by Beth Linderman and carried; and carried all voting aye.

**Items for Board Action:**

Resolution offered by Michael Struchen.

**RESOLVED**, that the Watertown City School District combine with Immaculate Heart Central (IHC) School for the 2021-22 school year to form a Varsity Boys' Ice Hockey Team and,

**BE IT FURTHER RESOLVED**, that students from the Watertown City School District will become members of the IHC Varsity Boys' Hockey Team. The team will compete under IHC's colors.

Seconded by Jason Harrington and carried; all voting aye.

Resolution offered by Nancy Henry.

**RESOLVED**, That the Watertown City School District will combine with the Alexandria Central School District's Varsity Girls' Hockey team for the 2021-22 school year to form a Varsity Girls' Hockey Team and,

**BE IT FURTHER RESOLVED**, that students from the Watertown City School District will become members of the Alexandria Central Varsity Girls' Hockey Team. The team will compete under Alexandria Central's colors.

Seconded by Culley Gosier and carried; all voting aye.

Resolution offered by Culley Gosier.

**RESOLVED**, That the Watertown City School District will combine with the Lowville Central School District for the 2021-22 school year to form a Ski Team and

**BE IT FURTHER RESOLVED**, that the students from the Watertown City School District will compete under the Watertown City School District colors.

Seconded by Suzanne Renzi-Fage and carried; all voting aye.

Resolution offered by Jason Harrington.

**BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, Patricia B. LaBarr, the Board of Education hereby approves the following:

**LEAVE OF ABSENCE**

A	Name	Title	Effective Date	Ending Date	Reason	Building
1	Dingman, Rebecca	Food Service Worker	4/4/2021	6/30/2021	Personal	Case

**APPOINTMENT – TERM–NON-PROBATIONARY (INSTRUCTIONAL)**

B	Name	Title (Tenure Area)	% FTE	Effective Date	Ending Date	Salary
1			100	2/22/2021	6/30/2021	\$51,117 (F-1)

	Johnson, Nicole	Family & Consumer Science				
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**APPOINTMENT – TEMPORARY**

C	Name	Title	Effective Date	Ending Date	Salary
1	Goutremout, Janet	Cook Manager	3/8/2021	TBD	\$17.95/hr.

**APPOINTMENTS – SUBSTITUTES – INSTRUCTIONAL**

D	Name	Effective Date	Ending Date
1	Coggins, Lindsie	3/3/2021	6/30/2021
2	Lumbis, Emily	3/3/2021	6/30/2021
3	Raulino, Joann	3/3/2021	6/30/2021

**APPOINTMENT – SUBSTITUTE – NON-INSTRUCTIONAL**

E	Name	Effective Date	Ending Date
1	Burdick, Vivian	3/3/2021	6/30/2021

**APPOINTMENTS – FALL 2 COACHING – CO-ED**

F	Name	Sport	Salary
1	Eveleigh, Mark	Mod Cross Country	TBD
2	Lister, Jessica	V Cross Country	TBD

**APPOINTMENTS – FALL 2 COACHING – GIRLS**

G	Name	Sport	Salary
1	DeFoe, Kathryn	V Lifeguard	TBD
2	Hazard, Anthony	JV Soccer	TBD
3	Kimball, Katharine	Mod Swimming	TBD
4	Wright, Rebecca	Mod. Lifeguard	TBD
5	Morrison, Brian	V Tennis	TBD
6	Peters, Lori	V Swimming	TBD
7	VanNostrand, Michael	V Soccer	TBD

**APPOINTMENTS – FALL 2 COACHING – BOYS**

H	Name	Sport	Salary
1	Daly, Shawn	JV Soccer	TBD
2	Halsey, Zachary	Mod Football Asst.	TBD
3	Heckman, Todd	V Soccer	TBD
4	Kilionski, Andrew	JV Football	TBD
5	LaLonde, Kyle	V Football	TBD

6	Levine, Jerry	Mod Football-Head Coach	TBD
7	Marston, Brandon	V Football Asst.	TBD
8	Pawlikowski, Dennis	JV Football Asst.	TBD
9	Sugrue, David	V Football Asst.	TBD

Seconded by Nancy Henry with Beth Linderman as an abstention and carried; all voting aye.

Resolution offered by Suzanne Renzi- Falge.

**RESOLVED**, that the Proposed 2021-2022 School Year Calendar is hereby approved.

Seconded by Michael Struchen and carried; all voting aye.

Resolution offered by Jason Harrington.

**RESOLVED**, that the Board of Education hereby approves the General and Labor Counsel Contract for services provided by Guercio & Guercio, LLP for the period March 3, 2021 through June 30, 2021.

Seconded by Culley Gosier and carried; all voting aye.

Resolution offered by Suzanne Renzi-Falge.

**RESOLVED**, that the disposal, recycle, or donation of damaged, outdated, and unused books and video tapes from the libraries at Knickerbocker Elementary, Primary Library Office (North Elementary), Ohio Elementary, Sherman Elementary and Starbuck Elementary is hereby approved.

Seconded by Jason Harrington and carried; all voting aye.

Resolution offered by Jason Harrington.

**RESOLVED**, that the following revised Board of Education policies are hereby approved and adopted:

- 2000**, Board Operational Goals;
- 2001**, School Board Legal Status;
- 2002**, Board of Education Authority;
- 2003**, Number of Board Members and Terms of Office;
- 2004**, Qualifications of Board Members;
- 2005**, Nomination and Election of Board of Education Members;
- 2006**, New Board Member Orientation;
- 2007**, Board Member Training;
- 2008**, Oath of Office;
- 2009**, Reimbursement of Expenses for Board Members (Conference Attendance);
- 2010**, Resignation, Dismissal, Filling Vacancies;
- 2011**, Evaluation of School Board Operational Procedures;
- 2012**, Conflict of Interest;
- 2100**, School Board Powers and Duties;
- 2101**, Annual Organizational Meeting;
- 2102**, Duties of the School Attorney;
- 2103**, Litigation Procedures;
- 2104**, Consultants to the Board;

**2200**, Legal Qualifications of Voters at School District Meetings;  
**2202**, Reporting Expenditures;  
**2300**, Regular Board Meetings;  
**2301**, Agenda Preparation and Dissemination;  
**2302**, Special Meetings;  
**2303**, Rules of Order;  
**2304**, Quorum of the Board;  
**2305**, Minutes;  
**2306**, Public Participation at Board Meetings;  
**2307**, Board Hearings;  
**2308**, Executive Sessions;  
**2311**, Broadcasting and Taping of Board Meetings;  
**2500**, Board and Superintendent Relationship;  
**2501**, Board and Staff Communications;  
**2502**, Communication Among Individual Board Members;  
**0014**, Gender Neutral Single-Occupancy Bathroom Facilities.

Seconded by Nancy Henry and carried; all voting aye.

Resolution offered by Suzanne Renzi-Falge.

#### **AMENDED RESOLUTION**

**WHEREAS**, a Resolution was passed by the Board of Education on October 6, 2020, approving the District Wide Safety Plan and

**BE IT FURTHER RESOLVED**, That this Amended Resolution reflects the addition of a Communicable Disease Pandemic Plan to the District Wide Safety,

**RESOLVED**, That the amended District Wide Safety Plan is hereby approved.

Seconded by Nancy Henry and carried; all voting aye.

#### **END OF RESOLUTION**

#### **2021-22 Budget/ School Business Manager Report**

Through a Power Point presentation Mr. Hartshorne began by reviewing the 2021-2022 Budget Goals which is a continuation from the 2020-21 goals.

- Expand safety initiatives including social-emotional supports for students.
- Maintain current academic programming and continue to expand educational opportunities.
- Connect with parents and families about attendance and at-risk factors.
- Update and maintain physical and IT infrastructure.

He reviewed the district's Revenues, the most recent Budget Proposal, Revenue Variance Year over Year, and the Appropriations along with Appropriation Variance Year Over year. He also reviewed what the Budget Postcard Information will look like. Similar to last year, all of this information will be displayed on the district website so it can be publicly reviewed allowing to drill down into the account code level in specific areas.

The 2021-22 Budget will be \$80,951,952., which is an increase of \$3,945,943. The tax levy increase is 1.80%.

In addition to the budget presentation, Mr. Hartshorne reported that he's reviewing the insurance claims history. Additionally, he mentions that this is the first week the reporting/certify for SharedWork and all went well with that reporting. He finished by mentioning that the corrective action plans for the internal risk assessment will be submitted by the end of this month.

#### **Superintendent of Schools Report—Patricia B. LaBarr**

- ❖ Superintendent LaBarr began by mentioning the article in the Post Standard last week regarding chronic absenteeism. She wanted to give the Board members a better understanding of how hard the district is working to address the issue of chronic absenteeism during this unprecedented time. She outlined the protocol that teachers, counselors, homeschool coordinators, Principals, and Assistant Principals have in place when a connection hasn't been made with students. If all attempts are made at the building level with no success, then the Superintendent's office is notified and letter is sent to the home noting the State mandates of education and the fallout of non-compliance. The effort to make sure students are attending school is a whole group effort.
- ❖ Today there was an update to athletics. Two spectators per athlete may be permitted along with the guidance to not exceed 50% capacity of the space in which it's taking place.
- ❖ The Superintendent met with the Hall of Achievement committee last week. Jeri Gosier has drafted a virtual version of the induction. The anticipated ceremony will be in June. At the next induction ceremony in the future the recipients from 2021 will be invited and recognized.
- ❖ Tomorrow a committee will meet to start the Diversity, Equity and Inclusion Strategic Plan. There is some great representation from across the district and the community. The committee will be working with Gwen Inc.
- ❖ She updated the Board members on the current enrollment for the district which is at 3,854 students.

#### **Assistant Superintendent of Instruction—Stacey Eger-Converse**

- ❖ Mrs. Eger-Converse distributed to the Board members a copy of the March K-12 Instructional update. One of the highlights of the update is the Cyclone Learning Zone Challenge 2021. Interested teachers and support staff have the opportunity to submit a proposal how to best meet students' needs in a variety of categories (SEL, Technology, Academic Content, and more) in efforts for moving forward into 2021-2022 school year.
- ❖ She also presented a flyer about K-8 summer school programming. In efforts to make summer school more enticing to students, summer programming will take on a new name this year, *Second Scoop*, with the incentive of starting the summer program with a scoop of ice cream and ending the program with two scoops. There is hope that this will enhance attendance and participation among students. Summer school programming will be available to 36 students at every grade level at the K-6 grade level and grades 7-8 participation will be based on the number of teachers for each subject area.

#### **Assistant Superintendent for Personnel & Student Services—Tina Lane**

- ❖ Ms. Lane met with the Pupil Personnel Services groups last week and the meeting focused about what they've learned throughout the pandemic. Moving

forward there is the consideration of the retraining on some things that will take place when students are able to return to school.

- ❖ The Personnel office is currently in the process of still looking for a Director of Facilities. In the interim, Mr. Nabinger will provide some leadership with Custodial and Maintenance department.
- ❖ Last week the APPR plan was submitted as a district wide goal.

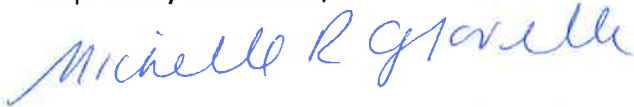
### **Upcoming Dates**

President Mesires reviewed the list of upcoming meetings and events.

### **Adjournment**

At 7:05pm, with no further business, President Mesires asked for a motion to adjourn. Motion was made by Suzanne Renzi-Falge and a second by Jason Harrington and carried; all voting aye.

Respectfully Submitted,



Michelle R. Gravelle  
District Clerk