

WATERTOWN CITY SCHOOL DISTRICT

June 15, 2021

The regular meeting of the Watertown City School District's Board of Education was held on June 15, 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, President
Michael R. Struchen, Vice President
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: Tina M. Lane, Assistant Superintendent for Personnel and Student Services
Joshua W. Hartshorne, School Business Administrator

Excused Administrator: Stacey Eger-Converse, Assistant Superintendent for Instruction

Agenda Changes: The District Clerk pointed out the agenda changes to the Personnel Report as follows:

Under VII: Items for Board Action

H. Approval of Personnel Report

Add:

B. Resignations- Line 2

❖ Appointments

- D. Permanent- Line 2, Line 3, Line 4.
- E. Provisional
- H. Summer School- Line 6

K. Weight Room Supervision

Public Comments: The District Clerk read an email from John Eisenhower regarding the Intermunicipal Agreement between the Watertown City School District and the City of Watertown for the collection of real property school taxes.

Communications: The Superintendent passed around a thank you card from Analee Lanphear, this year's Valedictorian.

Board and Staff Reports:

Acknowledgement of Outgoing Board Members –President Mesires read a separate resolution for each of the three outgoing board members. Michael Struchen, Beth Linderman and Nancy Henry were recognized for their years of service as a board member and thanked for their commitment and knowledge that they provided the district.

Resolution offered by Culley Gosier.

WHEREAS, the Watertown City School District must have competent, dedicated, and loyal members on the Board of Education, and

WHEREAS, since July 1, 2013, Beth Linderman has been a duly elected Board of Education member whose service during the past eight years has exemplified the attributes of a competent, dedicated, and loyal board member, and

WHEREAS, the Board of Education, on behalf of the entire school community, acknowledges her role as a board member and her commitment to the district and extends a unanimous vote of thanks and appreciation for her eight years of commitment and knowledge that she has provided the district, and

BE IT FURTHER RESOLVED, that the Board of Education extends to Beth Linderman their best wishes for success in all her future endeavors.

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

Resolution offered by Beth Linderman.

WHEREAS, the Watertown City School District must have competent, dedicated, and loyal members on the Board of Education, and

WHEREAS, since July 1, 2016, Nancy Henry has been a duly elected Board of Education member whose service during the past five years has exemplified the attributes of a competent, dedicated, and loyal board member, and

WHEREAS, the Board of Education, on behalf of the entire school community, acknowledges her role as a board member and her commitment to the district and extends a unanimous vote of thanks and appreciation for her five years of commitment and knowledge that she has provided the district, and

BE IT FURTHER RESOLVED, that the Board of Education extends to Nancy Henry their best wishes for success in all her future endeavors.

Seconded by Michael Struchen and carried; all voting aye.

Resolution offered by Jason Harrington.

WHEREAS, the Watertown City School District must have competent, dedicated, and loyal members on the Board of Education, and

WHEREAS, since July 1, 2016, Michael Struchen has been a duly elected Board of Education member whose service during the past five years has exemplified the attributes of a competent, dedicated, and loyal board member, and

WHEREAS, the Board of Education, on behalf of the entire school community, acknowledges his role as a board member and his commitment to the district and extends a unanimous vote of thanks and appreciation for his five years of commitment and knowledge that he has provided the district, and

BE IT FURTHER RESOLVED, that the Board of Education extends to Michael Struchen their best wishes for success in all his future endeavors.

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

Items for Consent Agenda:

Resolution offered by Jason Harrington.

RESOLVED, that Consent Agenda Items A and B are hereby approved.

- A. Approval of the Minutes of the Committee on Pre-School Education.
- B. Approval of the Minutes of the Committee on Special Education

Seconded by Michael Struchen and carried; all voting aye.

Items for Board Action:

Resolution offered by Nancy Henry.

RESOLVED, That the Watertown City School District's Board of Education hereby authorizes the establishment of a Reserve for Tax Certiorari as per Chapter 588 of the Laws of 1988, amended Section 3651, of the Education Law.

This reserve, in the amount of \$186,466.30 is for the refund of property taxes of the upcoming 2021-2022 fiscal year in tax certiorari proceedings (judgments and claims) as on file in the Business Office.

Unexpended funds must be returned to the unreserved fund balance of the General Fund by the first day of the fourth fiscal year following the year for which the reserve was created, July 1, 2025.

Seconded by Jason Harrington and carried; all voting aye.

Resolution offered by Michael Struchen.

RESOLVED, that budget transfers to balance expense codes in the attached spreadsheet for the 2020-21 budget year, are hereby approved.

Seconded by Culley Gosier and carried; all voting aye.

Resolution offered by Beth Linderman.

WHEREAS, the Watertown City School District (the "School District") and the City of Watertown (the "City") desire to enter into an Intermunicipal Agreement for the collection of real property school taxes; and

WHEREAS, the School District and the City are municipal corporations authorized to enter into cooperative agreements pursuant to Article 5-G of the New York State General Municipal Law; and

WHEREAS, under the agreement the City will collect that portion of the School District's real property tax levy within the City's municipal boundary for the 2021-2022 and 2022-2023 school years and provide such other and further services related to such collection;

WHEREAS, in exchange for tax collection services, the School District will pay the City \$26,750, per year; and

NOW, THEREFORE, be it resolved as follows:

1. The Board hereby finds that it is in the best interest of the School District to enter into the Intermunicipal Agreement for the collection of real property school taxes, within the City's municipal boundary, for the 2021-2022 and 2022-2023 school years.
2. The Intermunicipal Agreement with the City is hereby approved, and the Superintendent is authorized to execute the Intermunicipal Agreement and related documents on behalf of the School District.
3. This resolution shall take effect immediately.

Seconded by Jason Harrington and carried; all voting aye.

Resolution offered by Culley Gosier.

WHEREAS, That after public advertising for items for the School Nutrition Department, bids have been received and are hereby awarded for the furnishing of the following products for the 2021-22 school year:

- ❖ Milk & Juice, Renzi Food Service, Watertown, NY
- ❖ Paper & Supplies, Hill and Markes, Amsterdam, NY

RESOLVED, that the School Business Manager is authorized to issue the orders accordingly

Seconded by Nancy Henry and carried; all voting aye.

Resolution offered by Michael Struchen.

RESOLVED, that a 3.5 percent salary increase for the 12-month exempt and Central Office Administrative Staff for the 2021-2022 school year is hereby approved.

Title

Food Service Director	\$60,134
Assistant Director of Food Service	\$55,594
Information Services Tech	\$71,849
Treasurer	\$46,897
Senior Account Clerk Typist	\$35,597
Sr. Account Clerk Typist	\$66,694
Sr. Account Clerk Typist	\$53,217
Sr. Typist	\$32,263
Secretary to Asst. Supt of Instruction	\$46,067
Administrative Assistant to Superintendent	\$49,395
Administrative Assistant to Asst. Supt for	

Personnel & Student Services \$48,543
 Claims Auditor \$ 15.53/hr

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

Resolution offered by Beth Linderman.

RESOLVED, That upon the recommendation of the Superintendent of Schools, Patricia B. LaBarr, a yearly stipend of \$4,711 for increased duties related to Absence Management for Lisa E. Worden, Administrative Assistant to the Assistant Superintendent for Personnel & Student Services is hereby approved.

Seconded by Jason Harrington and carried; all voting aye.

Resolution offered by Suzanne Renzi-Falge.

RESOLVED, That upon the recommendation of the Superintendent of Schools, Patricia B. LaBarr, a yearly stipend of \$4,774 for duties related to District Clerk, is hereby approved.

Seconded by Nancy Henry and carried; all voting aye.

Resolution offered by Suzanne Renzi-Falge.

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

RETIREMENTS

A	Name	Title	Effective Date	Years
1	Ackerman, Kevin	Elementary Teacher	6/30/2021	35
2	Mason, Gladys	Hall Monitor	6/26/2021	19
3	Sanders, Kevin	Special Education Teacher	6/30/2021	18
4	Zembiec, Barbara	Elementary Teacher	7/1/2021	34

RESIGNATIONS

B	Name	Title	Effective Date	Years
1	Dingman, Rebecca	Food Service Worker	6/30/2021	1
2	Natoli, Jillian	Food Service Worker	6/23/2021	1
3	Robbins, Christy	Food Service Worker	6/21/2021	8
4	Smith, Ashleigh	Sr. Typist	6/21/2021	1

LEAVES OF ABSENCE

C	Name	Title	Effective Date	Ending Date	Reason
1	Brown, Jessica	English Teacher	9/1/2021	6/30/2022	TOSA
2	Cobb, Elizabeth	Elementary Teacher	9/1/2021	10/4/2021	Medical

APPOINTMENTS – PERMANENT

D	Name	Title	Effective Date	Salary
1	Halko, Joshua	Cook Manager	9/1/2021	\$16.78/hr
2	Benney, DeWayne	Cleaner	6/16/2021	\$13.46/hr
3	Coyer, Amy	Cleaner	6/16/2021	\$13.46/hr
4	Coyne, Taylor	Building Maint. Worker	6/16/2021	\$16.22/hr

APPOINTMENT – PROVISIONAL

E	Name	Title	Effective Date	Ending Date	Salary
1	Thorpe, Hope	Senior Typist	06/22/2021	Pending successful completion of Civil Service Exam	\$13.30/hr

APPOINTMENTS – PROBATIONARY (INSTRUCTIONAL)

F	Name	Title (Tenure Area)	Effective Date	Ending Date	Certification Status	Salary
1	Bluteau, Paula	Elementary	9/1/2021	6/30/2025	Childhood Ed. 1-6, Initial	\$52,299 (F-1)
2	Gurrola, MacKenzie	Mathematics	9/1/2021	6/30/2025	Mathematics 7-12, Initial Certificate	\$54,409 (C-8)
3	Sherrer, Amy	Elementary	9/1/2021	6/30/2025	Childhood Ed. 1-6, Initial	\$56,383 (E-8)
4	Velasquez, Anthony	Elementary	9/1/2021	6/30/2025	Childhood Ed. 1-6, Emergency COVID-19	\$52,299 (F-1)

APPOINTMENT - LEAD TEACHER

G	Name	Job Title	Effective Date	Ending Date
1	Brown, Jessica	Instructional Coach	9/1/2021	6/30/2022

APPOINTMENT – SUMMER STEM CAMP

H	Name	Assignment
1	Robert, Valerie	Teacher

APPOINTMENTS – SUMMER SCHOOL

I	Name	Assignment
1	Miller, Zackary	7-8 Teacher
2	Schwelnus, Audra	7-8 Teacher
3	Amell, Toni	5-6 Teacher
4	Pelo, Christen	K-4 Teacher
5	Tarzia, Christina	K-4 Teacher
6	VanBrocklin, Samantha	9-12 Substitute Teacher

APPOINTMENT – SUMMER SCHOOL - FOOD SERVICE

J	Name	Assignment	Rate of Pay/hr
1	Halko, Joshua	Cook Monitor	\$16.00

APPOINTMENT – SUBSTITUTE – NON-INSTRUCTIONAL

K	Name	Effective Date	Ending Date
1	Augustus, Janet	7/1/2021	6/30/2022

APPOINTMENT – WEIGHT ROOM SUPERVISION

L	Name	Assignment	Rate of Pay/hr
1	Marston, Brandon	Supervisor	\$12.90

Seconded by Jason Harrington and carried; all voting aye.

Resolution offered by Beth Linderman.

WHEREAS, a Resolution was passed by the Board of Education on June 1, 2021, approving the Appointment-Probationary (Instructional) for Katherine Thompson Item D, Line 2 and

BE IT FURTHER RESOLVED, That this Amended Resolution reflects a correction of the salary as follows, \$52,299.

RESOLVED, That the amended salary is hereby approved.

Seconded by Nancy Henry and carried; all voting aye.

Resolution offered by Culley Gosier.

BE IT RESOLVED, that upon the recommendation of Patricia B. LaBarr, Superintendent of Schools, the following tenure appointment is hereby approved:

Toni Amell, Elementary, Effective date June 16, 2021.

Seconded by Michael Struchen and carried; all voting aye.

Resolution offered by Nancy Henry.

BE IT RESOLVED, that upon the recommendation of Patricia B. LaBarr, Superintendent of Schools, the following tenure appointment is hereby approved:

Jonathan Bliss, English, Effective date June 16, 2021.

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

Resolution offered by Jason Harrington.

BE IT RESOLVED, that upon the recommendation of Patricia B. LaBarr, Superintendent of Schools, the following tenure appointment is hereby approved:

Ashley Buckley, School Psychologist, Effective date June 16, 2021.

Seconded by Culley Gosier and carried; all voting aye.

Resolution offered by Beth Linderman.

BE IT RESOLVED, that upon the recommendation of Patricia B. LaBarr, Superintendent of Schools, the following tenure appointment is hereby approved:

Matthew Burdick, School District Administrator, Effective date June 16, 2021.

Seconded by Michael Struchen and carried; all voting aye.

Resolution offered by Suzanne Renzi-Falge.

BE IT RESOLVED, that upon the recommendation of Patricia B. LaBarr, Superintendent of Schools, the following tenure appointment is hereby approved:

Ashley Burke, Elementary, Effective date June 16, 2021.

Seconded by Jason Harrington and carried; all voting aye.

Resolution offered by Culley Gosier.

BE IT RESOLVED, that upon the recommendation of Patricia B. LaBarr, Superintendent of Schools, the following tenure appointment is hereby approved:

Jennifer Charlton, Reading, Effective date June 16, 2021.

Seconded by Suanne Renzi-Falge and carried; all voting aye.

Resolution offered by Jason Harrington.

BE IT RESOLVED, that upon the recommendation of Patricia B. LaBarr, Superintendent of Schools, the following tenure appointment is hereby approved:

Kelly Grass, Special Education, Effective date June 16, 2021

Seconded by Nancy Henry and carried; all voting aye.

Resolution offered by Suzanne Renzi-Falge.

BE IT RESOLVED, that upon the recommendation of Patricia B. LaBarr, Superintendent of Schools, the following tenure appointment is hereby approved:

Elizabeth Hayes, Elementary, Effective date June 16, 2021.

Seconded by Michael Struchen and carried; all voting aye.

Resolution offered by Beth Linderman.

BE IT RESOLVED, that upon the recommendation of Patricia B. LaBarr, Superintendent of Schools, the following tenure appointment is hereby approved:

Erin King, Assistant Principal K-12, Effective date June 16, 2021.

Seconded by Culley Gosier and carried; all voting aye.

Resolution offered by Jason Harrington.

BE IT RESOLVED, that upon the recommendation of Patricia B. LaBarr, Superintendent of Schools, the following tenure appointment is hereby approved:

Sarah Linnemeier, Elementary, Effective date June 16, 2021.

Seconded by Beth Linderman and carried; all voting aye.

Resolution offered by Nancy Henry.

BE IT RESOLVED, that upon the recommendation of Patricia B. LaBarr, Superintendent of Schools, the following tenure appointment is hereby approved:

Alicia McAnulty, Remedial Speech, Effective date June 16, 2021.

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

Resolution offered by Michael Struchen.

BE IT RESOLVED, that upon the recommendation of Patricia B. LaBarr, Superintendent of Schools, the following tenure appointment is hereby approved:

Leslee Mattis, Elementary, Effective date June 16, 2021.

Seconded by Culley Gosier and carried; all voting aye.

Resolution offered by Beth Linderman.

BE IT RESOLVED, that upon the recommendation of Patricia B. LaBarr, Superintendent of Schools, the following tenure appointment is hereby approved:

Dennis Pawlikowski, Mathematics, Effective date June 16, 2021.

Seconded by Nancy Henry and carried; all voting aye.

Resolution offered by Jason Harrington.

BE IT RESOLVED, that upon the recommendation of Patricia B. LaBarr, Superintendent of Schools, the following tenure appointment is hereby approved:

Taylor Purvis, Elementary, Effective date June 16, 2021.

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

Resolution offered by Jason Harrington.

BE IT RESOLVED, that upon the recommendation of Patricia B. LaBarr, Superintendent of Schools, the following tenure appointment is hereby approved:

Amanda Schober, Special Education, Effective date June 16, 2021.

Seconded by Michael Struchen and carried; all voting aye.

Resolution offered by Culley Gosier.

BE IT RESOLVED, that upon the recommendation of Patricia B. LaBarr, Superintendent of Schools, the following tenure appointment is hereby approved:

Amanda Ybanez, English, Effective date June 16, 2021.

Seconded by Beth Linderman and carried; all voting aye.

Resolution offered by Suzanne Renzi-Falge.

RESOLVED, that the disposal, recycle, or donation of damaged, outdated, and unused books from the library at HT Wiley Intermediate School is hereby approved.

Seconded by Jason Harrington and carried; all voting aye.

END OF RESOLUTIONS

Superintendent of Schools Report—Patricia B. LaBarr

- Superintendent LaBarr began by congratulating the teachers and administrators that were granted tenure at this meeting. She enjoyed meeting with each of them as they prepared for tenure.
- She reports that she volunteered as a mystery reader at a few classrooms in the district this week. She enjoyed being in the classroom and interacting with the students.
- Last week she attended the Public Speaking final for 19 high school students. The students were able to speak on a topic of their choice.
- She recently met with representatives from the City of Watertown to discuss the exchange of the use of each other's facilities. An Intermunicipal Agreement has been drafted and is anticipated to be ready for approval at the next board meeting.
- The Diversity, Equity and Inclusion committee worked with small groups this past week. They focused on looking at the committee's strategic plan. The committee will share their work at the August 3 Board of Education meeting.
- She continues weekly with various meetings with other Jefferson/Lewis Superintendents.
- The Office of the State Comptroller has started the audit. The auditors' work began with the IT department.
- The Hall of Achievement is moving forward. Superintendent LaBarr has met with several of the inductees via Zoom to interview and record their responses. The recorded material will be added to the virtual ceremony.
- Superintendent LaBarr then took a moment to personally acknowledge the outgoing board members. She is grateful for the work that they've contributed to the district and to the students. She wishes each of them the best of luck in their future endeavors.

Assistant Superintendent for Personnel & Student Services Report—Tina M. Lane

- Ms. Lane also had the opportunity to volunteer as a mystery reader yesterday. She took the time to read a book written by Joanna Gaines, *Who You Were Made to Be*. This book focuses on the fact that the students each have something to contribute no matter what they decide to do with their future.
- She has spent a large amount of her time conducting interviews the past few weeks. Interviewing and doing back ground checks are a huge time commitment but are very important. She then highlighted the hiring process for the board members.

School Business Manager Report—Joshua Hartshorne

- Mr. Hartshorne reports that the Medicaid Cost Report has been filed.
- He thanked the Board for approving the budget adjustments. The 21-22 budget has been uploaded.
- He continues to work with the City of Watertown on the Agreement for equitable time on fields vs. facility usage in addition to the agreement that was voted on tonight.
- Smart Schools now has a schedule of values in the Phase 2 work.
- Following the E-Rate kickoff meeting, Mr. Hartshorne was able to process the purchase orders to get the wireless access points in and work to be complete by September.
- The kickoff meeting for the Capital Project is the first week in July.
- He reports that the Title IX audit has been finished. This audit focused on the Athletics. Following the audit, it was noted that equity was there for games played, fields and offerings. There were a few minor discrepancies noted in the Audit, but no remarkable findings.
- The Office of the State Comptroller started their Audit of the district on June 9.
- The external audit conducted by Bowers & Co. and will be starting on July 12.
- He also reports that the CRRSA (Coronavirus Response and Relief Supplemental Appropriations Act) application is ready to be submitted.
- Lastly he reports that this year he has taxed the clerical staff in the Business Office with focusing on shopping things out and improving their purchasing practices. Procurement is at a savings of \$104,000. This savings is primarily on supplies; it doesn't count anything of the supplies that are competitively bid. He commends the Business office staff with the wonderful job they've done with this.

Upcoming Dates

President Mesires reviewed a few upcoming dates.

Adjournment

With no further business, at 6:50 p.m. President Mesires asked for a motion to adjourn the meeting. A motion was made by Beth Linderman, seconded by Suzanne Renzi-Falge and carried; all voting aye.

Respectfully Submitted,



Michelle R. Gravelle
District Clerk