

SENECA FALLS CENTRAL SCHOOL DISTRICT

January 5, 2023 Board of Education Meeting

Robert McKeveny Board/Training Room

5:15 PM

BOE Members Present

Anthony Ferrara, Cara Lajewski, Matthew Lando, Denise Lorenzetti, Joseph McNamara, Michael Mirras, Joell Murney-Karsten,

BOE Members Absent

Deborah Corsner, Heather Zellers

Others Present

Dr. Michelle Reed. James Bruni, Faith Lewis, Breana Mullen, Deena Swenson, Samantha Prayne, Kathy Fitzgerald and Dan Babbitt, Sr.

Joseph McNamara called the meeting to order at 5:15 pm.

Board of Education Training Session Webinar-SuperEval

The Board of Education participated in a webinar regarding SuperEval-the platform in which they review and evaluate the Superintendent of Schools.

There was a break at 5:49 pm.

The meeting resumed at 5:57 pm

A quorum of the Board of Education was present; the Pledge of Allegiance was said.

Approval of Agenda

Joseph McNamara asked for a motion to approve the agenda as listed.

Discussion: The District Clerk explained that the CSE minute report at each Board members seat would be included in the approval of CSE minutes under Consent Agenda.

Joell Murney-Karsten made the motion, seconded by Denise Lorenzetti.

Yes 7 No 0 Abstain 0 Motion carried

Approve or Amend

Board of Education Minutes

December 15, 2022

Joseph McNamara asked for a motion to approve the Board of Education Minutes dated December 15, 2022.

Anthony Ferrara made the motion, seconded by Matthew Lando.

Yes 7 No 0 Abstain 0 Motion carried

Treasurer's Report

November 2022

Joseph McNamara asked for a motion to approve the Treasurer's Report for November 2022

Denise Lorenzetti made the motion, seconded by Cara Lajewski.

Yes 7 No 0 Abstain 0 Motion carried

Extra-Curricular Treasurer's Report

November 2022

Joseph McNamara asked for a motion to approve the Extra-Curricular Treasurer's Report for November 2022.

Anthony Ferrara made the motion, seconded by Matthew Lando

Yes 7 No 0 Abstain 0 Motion carried

Recognitions, Celebrations and Presentations

Frank Knight School Report

Janet Clendenen was not present, however she handed in a written report. The report is on file at the district office.

Elizabeth Cady Stanton School Report

Amy Hibbard was present to report on Elizabeth Cady Stanton Elementary School. The report is on file at the district office.

Public Comment

The Seneca Falls Board of Education welcomes public comment. Speakers may comment on matters related to agenda items specifically or district matters generally. No speaker will be permitted to speak for longer than three (3) minutes. All speakers and observers are to conduct themselves in a civil manner. Obscene language, defamatory statements, threats of violence, statements advocating racial, religious, or other forms of prejudice will not be tolerated. In the unlikely event the meeting becomes unruly, the board will recess the meeting and return once order has been restored.

Persons addressing the Board of Education during public comment should not expect to engage in discussion with the Board. The Board will not permit any comments involving specific individual personnel or students.

Questions and comments from the public concerning matters which are not on the agenda will be referred to the Superintendent. Persons wishing to have matters included on the agenda shall contact the Superintendent in accordance with Policy 2342, Agenda Preparation.

Samantha Prayne was present to comment on the 2023 Costa Rica trip. Samantha Prayne stated she was in favor of the trip being taken in November. As a parent of athletes, the November date is early in the athletic

season versus February being sectional season. Samantha also stated that the November date was after the fall production and before the spring production.

Kathy Fitzgerald was also present to comment on the 2023 Costa Rica trip. Kathy stated that it is beneficial to have the trip in November. Her son plays sports and November being pre-season makes it easier. Kathy wanted to be on record as being in favor of the November date.

Committee Reports  
Scholarship Committee

Joelle Murney-Karsten reported that the committee had met on December 19, 2022 to discuss the Fredenburgh's required distribution amount (\$52,069.00) for 2022. Corey Whitlock, from JP Morgan, joined the committee meeting by phone.

- The required minimum distribution is roughly 5% of the market value of the fund;
- Corey Whitlock feels that the RMD will not look like this going forward;
- The committee decided that the current recipients would receive a one-time payment for the fall and for the spring.
- JP Morgan will cut the checks and hold them until the recipients hand in their paperwork;
- The recipients must qualify as they would to receive their semester check;
- Cory Whitlock also explained to the committee that if someone does not qualify for the money or is not in college, the money goes back in to the account as 2023 income.

Audit Committee

Matthew Lando reported that the Audit committee met on January 4, 2023 to review the Extra-classroom Audit. Some of the items pointed out in the audit were:

- Drama Club-profit/loss statement was not properly entered. The money collected was accounted, it was recorded improperly.
- Flower Sale-same as the drama club-money was accounted for, just recorded improperly.
- Corrective action plan was reviewed.
- Discussed potentially dissolving inactive clubs after 3-4 years of inactivity. Money cannot just sit in an account. The problem is that it may be difficult to start the club again if you close it out.

Information  
Business Administrator Report

James Bruni reported that the following three items are on the agenda to be voted on: Extra classroom Audit ending June 30, 2022 (and corrective action plan), Single Audit corrective action plan ending June 20, 2022 and the hiring of a school bus driver.

Superintendent Report

Dr. Reed reported on the following:

- The Kiwanis Club donated a "Grow Garden" to the Middle School. The garden was delivered last week. Students will share out the items grown with the school.
- The district received a mental health grant. Our district will be the lead agency with ten other school districts. It is a five (5) year grant that starts now. The grant will help the districts bring in graduate level interns in demand and hard to fill positons.

BOE President Report

Joseph McNamara reported the following:

- Each Board member has a copy of the WFL BOCES newsletter at their chair.
- Save the date- Four County SBA and Rural Schools Association are partnering for their 1<sup>st</sup> Annual conference on Friday, March 24, 2023. Meeting of the Minds"-Top Level Experts on Education's top Issues.
- 2023 Virtual Capital Conference -February 10, 2023  
2023 NYSSBA In-Person Lobby Day -February 15, 2023 (New York State Capitol Building).
- If any Board member wanted to visit a BCES facility, the Board President can arrange that.

Important Dates to Remember

January 9, 2023-Policy Committee Meeting (8:00 am)  
Facilities Committee Meeting (4:00 pm)  
January 16, 2023-Martin Luther King Day-no school  
January 19, 2023-BOE Meeting/ECS Roundtable (cafeteria)  
February 2, 2023-BOE Meeting  
February 10, 2023-Virtual Capital Conference  
February 16, 2023-Capital Conference and Lobby Day for 2023  
February 20-24, 2023 Winter Break

Consent Agenda  
Retirements/Resignations  
SFEA  
None at this time

SFSSA

Be it resolved upon the recommendation of the Superintendent, the Board of Education does hereby accept the following resignation.

Name: James Clark  
Civil Service Position: Bus Monitor  
Effective date: 01/05/2023

Appointments

Professional Appointments

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 Dr. Michelle Reed, 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: Kathie Friedel  
Position: Speech Pathologist  
Certification: Speech Pathologist-Professional Certification  
Tenure: Speech Pathologist  
Effective date: 02/06/2023  
Probation: 02/06/2023 through 02/05/2026  
Base Salary: \$59,217 (to be pro-rated for the remainder of 2022-2023)

Annual Appointment

Upon the recommendation of the Superintendent, the Board of Education approves the following annual appointment.

Employee	Position	Stipend
Kelli Ward	Public Relations Co-Coordinator (Social Media/Publications)	\$1,202.25 (pro-rated)
Matt Bienvenue	Mynderse Academy MTSS Case Manager	\$359 (pro-rated)
Bethany Boyes	Mynderse Academy MTSS Case Manager	\$359 (pro-rated)
Deena Swenson	Mynderse Academy MTSS Case Manager	\$359 (pro-rated)
Guy Turchetti	Mynderse Academy MTSS Case Manager	\$359 (pro-rated)

Coaching Appointment

Upon the recommendation of the Superintendent, the Board of Education approves the following coaching appointment.

Employee	Position	Stipend
Nathan Rarick	Golf-Paid Assistant	\$1,000

Civil Service Appointment

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: James Clark  
Civil Service Position: School Bus Driver  
Effective: 01/06/2023  
Probationary Period: 01/06/2023 through 01/05/2024  
Hours/day: 5.0  
Hourly rate: \$26.86 (Option A)

Increase in Hours

Upon the recommendation of the Superintendent, the Board of Education does hereby approve the following increase in hours.

Employee	Current Hours	New Hours
Judy Fairbanks, Bus Driver	M-F 5.00 hrs./day	M-F 5.75 hrs./day

Substitute Appointments

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

Name: Megan Marley  
Civil Service Position: Substitute Teacher  
Substitute Teaching Assistant  
NYS Certification: Uncertified  
Effective: 01/06/2023

Probationary to Permanent  
None at this time

CSE Minutes

Upon the recommendation of the Superintendent, the Board of Education approves the following CSE Minutes:  
11/21/2022, 11/22/2022, 11/29/2022, 11/30/2022, 012/01/2022, 12/05/2022 (1), 12/05/2022 (2), 12/06/2022, 12/07/2022, 12/08/2022, 12/09/2022, 12/12/2022 (1), 12/12/2022 (2), 12/12/2022 (3), 12/13/2022, 12/14/2022, 12/15/2022, 12/16/2022

Gifts and Donations

Be it resolved upon the recommendation of the Superintendent, the Board of Education accepts the following gifts or donations:

Donor	Total Amount	Account	
See attached list	\$1,685.00	A(2705)	Memorial contributions in memory of Marlene LoTurco to be used for the Frank Knight Reading Program

Transportation Requests  
None at this time.

Joseph McNamara asked for a motion to approve the consent agenda as listed.  
Denise Lorenzetti made the motion, seconded by Anthony Ferrara.  
Yes 7 No 0 Abstain 0 Motion carried

Old Business  
Correction

Joseph McNamara asked for a motion to correct the following motion that was approved on December 15, 2022 as presented.

Increase in Hours  
*Upon the recommendation of the Superintendent, the Board of Education does hereby approve the following increase in hours.*

Employee	Current Hours	New Hours
Sonya Jesmer, Bus Monitor	M-F 4.75 hrs./day	M-F <del>5.75</del> 5.25 hrs./day

Cara Lajewski made the motion, seconded by Denise Lorenzetti.  
Yes 7 No 0 Abstain 0 Motion carried

New Business  
Policy-2nd Reading

Joseph McNamara asked for a motion that upon the recommendation of the Policy Committee, the Board of Education approves the second and final reading of the following policies:  
Policy-6741-Contracting for Professional Services  
Policy 9620-Child Abuse in an Educational Setting  
Cara Lajewski made the motion, seconded by Matthew Lando.  
Yes 7 No 0 Abstain 0 Motion carried

2021-2022 External Audit Corrective Action Plan

Joseph McNamara asked for a motion to accept the Corrective Action Plan relating to findings or recommendations made during the 2021-2022 External Audit for the Financial Statement and Management Letter, as recommended by the Audit Committee.  
Matthew Lando made the motion, seconded by Joell Murney-Karsten.  
Yes 7 No 0 Abstain 0 Motion carried

2021-2022 Single Audit

Joseph McNamara asked for a motion to accept the Single Audit of the Seneca Falls Central School District for the year ended June 30, 2022, completed by Mengel, Metzger, Barr & Co. LLP, as recommended by the Audit Committee.  
Matthew Lando made the motion, seconded by Joell Murney-Karsten.  
Yes 7 No 0 Abstain 0 Motion carried

2021-2022 Extra-Classroom Audit and Corrective Action Plan

Joseph McNamara asked for a motion to accept the Extra-Classroom Audit and the corresponding Corrective Action Plan of the Seneca Falls Central School District for the year ended June 30, 2022, completed by Mengel, Metzger, Barr & Co. LLP, as recommended by the Audit Committee.  
Anthony Ferrara made the motion, seconded by Matthew Lando.  
Yes 7 No 0 Abstain 0 Motion carried

HUNT Engineers, Architects & Surveyors

Joseph McNamara asked for a motion that upon the recommendation of the Superintendent, in conjunction with the Facilities Committee, the Board of Education awards the architect's contract to HUNT Engineers, Architects & Surveyors as presented, subject to final attorney approval.  
Michael Mirras made the motion, seconded by Cara Lajewski.  
Yes 7 No 0 Abstain 0 Motion carried

Harry S. Fredenburgh Trust's 2022 Required Minimum Distribution (RMD)

Joseph McNamara asked for a motion that upon the recommendation of the Scholarship Committee, the Seneca Falls Central School District Board of Education approves the additional distribution of \$52,069.00 to meet the 2022 RMD (Required Minimum Distribution) for the Harry S. Fredenburgh Trust Fund.  
Joell Murney-Karsten made the motion, seconded by Michael Mirras.  
Yes 7 No 0 Abstain 0 Motion carried

Certification of Lead Evaluators

Joseph McNamara asked for a motion that, by virtue of the fact of having participated in the Lead Evaluator Training provided by the NYS Education Department, WFL BOCES, Seneca Falls Central School District and the NYS Council of School Superintendents, which included the required components, the following people as listed are considered as Certified Lead Evaluators for the 2022-2023 School Year:

- Dr. Michelle Reed Principals
- James Bruni Principals
- Jodie Verkey Teachers
- Karissa Blamble Teachers

- Faith Lewis Teachers
- Breana Mullen Teachers
- Kevin Rhinehart Teachers
- Kevin Korzeniewski Teachers
- Amy Hibbard Teachers
- Janet Clendenen Teachers

Cara Lajewski made the motion, seconded by Anthony Ferrara.  
 Yes 7 No 0 Abstain 0 Motion carried

2023 Costa Rica Trip

Joseph McNamara asked for a motion that upon the recommendation of the Superintendent, the Board of Education approves the 2023 Foreign Language Department Coast Rica Trip, November 22-29, 2023, pending compliance with Board of Education Policy #4531-Field Trips and Excursions as well as the following criteria:

- The Seneca Falls Central School District will require that a waiver be signed by the parents and/ or guardians of each student going on the trip;
- The Seneca Falls Central School District will comply with all NYS Department of Health Guidelines regarding travel advisories in effect from the time of approval of the trip to trip departure;
- The District will comply with all NYS Executive Orders from the Governor’s Office in effect from the time of approval of the trip to trip departure;
- The Superintendent and the Board of Education will continue to revisit the status of the trip to evaluate data, travel restrictions and other pertinent information to determine if the trip should be allowed as scheduled;
- Per Regulation 4531R-The Superintendent/Designee may cancel any previously approved field trip due to extenuating circumstances.

Anthony Ferrara made the motion, seconded by Joell Murney-Karsten.  
 The Board members shared their thoughts, concerns and opinions of the 2023 Coast Rica Trip.

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
Deborah Corsner				X
Anthony Ferrara	X			
Cara Lajewski	X			
Matthew Lando	X			
Denise Lorenzetti		X		
Joseph McNamara	X			
Michael Mirras		X		
Joell Murney-Karsten	X			
Heather Zellers				X
Yes 5 No 2 Abstain 0				Motion carried

Course Approvals

Joseph McNamara asked for a motion to approve the following courses as listed:

- Intermediate Digital Photography: 1 Semester, ½ credit
- Advanced Digital Photography: 1 semester, ½ credit
- Intermediate Illustration: 1 semester, ½ credit
- Advanced Illustration: 1 semester, ½ credit
- Intermediate Digital Art: Full year, 1 credit
- Advanced Digital Art: Full year, 1 credit
- Intermediate Ceramics: Full year, 1 credit
- Advanced Ceramics: Full year, 1 credit
- Portfolio Preparation: Full year, 1 credit

Cara Lajewski made the motion, seconded by Michael Mirras.  
 Yes 7 No 0 Abstain 0 Motion carried

Overnight Field Trip  
NYSBDA

Joseph McNamara asked for a motion that upon the recommendation of the Superintendent, the Board of Education approves Laura Fitzgerald (music teacher) and two (2) students attend the 2023 NYSBDA (New York State Band Directors Association) Symposium Trip to Syracuse scheduled for March 3 - 5, 2023 pending compliance with Board of Education Policy #4531-Field Trips and Excursions.

Anthony Ferrara made the motion, seconded by Cara Lajewski.  
 Yes 7 No 0 Abstain 0 Motion carried

2023-2024 Budget Workshop  
Dr. Michelle Reed and James Bruni

James Bruni presented the following 2023-2024 Budget scenarios:  
Snapshot- Transportation Budget

- Comparison Summary (Increase of \$2,301 in spending or 1.7% from July through Dec., 2021 to 2022)
  - Contractual/Service Spending: Decreased \$23,470 (-46%) Previous year had body work for buses out of warranty. Currently body work is covered under warranty.

- Supply Spending: Currently down \$3,540, but encumbrances show an overall Increase of \$7,032.48 (+13.9%) Cost of parts and supplies have increased
  - Fuel (Gas & Diesel): Increased \$15,749 (+29%) Current structure of our fuel tanks (gas is 75%, diesel 25%).
- 2023-24 Budget contains a 35% increase in supply spending to cover the potential increase in cost on products and estimated fuel costs. Service budget is kept flat at 0%.
- \*SNAPSHOT\* MAINTENANCE OF BUILDING BUDGET (July - Dec)  
 Comparison Summary (Decrease of \$66,493 or -22% from July through Dec., 2021 to 2022)
    - Electric & Gas Spending: Increase of \$9,343 or 12% in 2022 as compared to 2021
    - Water & Sewer: Increase of \$1,806 or 9.5% in 2022 as compared to 2021
    - Custodial Supplies: Decrease of \$1,332 or 4% in 2022 as compared to 2021
    - Maintenance Supplies: Decrease of \$20,774 (Due to the increase in spending in the summer of 2021 from carryover 2020 items due to supply chain issues) 2023-24
  - Budget contains: \*20% increase in electric and gas costs \*2% increase in water/sewer costs \*0% increase in custodial and maintenance supplies.
  - 2022-23 Budget currently includes the upgrade of CS devices & CS student Chromebooks 2023-24 Budget includes the upgrade of the FK devices & FK student Chromebooks.
  - Budget Workshop Calender:
    - February 2, 2023-Initial review of State Aid Review and Tax Cap.
    - February 16, 2023- Final review of State Aid Review and Tax Cap
    - March 9, 2023-Tax Levy Limit Review and 2023-2024 Budget Update (Budget Assumptions).

Executive Session  
None at this time

Adjourn

Joseph McNamara asked for a motion to adjourn the meeting at 7:23 pm.

Anthony Ferrara made the motion, seconded by Michael Mirras.

Yes    7            No        0            Abstain        0            Motion carried

Monica Kuney, District Clerk