

REGULAR MEETING

JANUARY 12, 2021

The regular meeting of the Board of Education of the Caledonia-Mumford Central School District was called to order at 6:00 p.m. in the Elementary Gymnasium.

RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve Michele Meyer as District Clerk pro tem for the Board of Education meeting on January 12, 2021.

Motion was made by Doll, seconded by Geer

Ayes: 5, Nays: 0, motion carried.

Members present: Bill VanAllen, Elizabeth Doll, Joe Geer, Arnie Rychlicki, and Chris Richter.

Members absent: Tim Anderson, John Bickford

Others present: Robert Molisani, Superintendent; David Bulter, Elementary Principal; Paul Estabrooks, Middle School Principal/CSE Director, Rebekah Chenaille, High School Principal; and Michele Meyer, Director of Curriculum/District Clerk Pro Tem.

Motion made by Geer, seconded by VanAllen, to approve the following consent agenda:

1. Minutes 12/8/2020
2. General Fund Warrants #21 & #22
3. School Lunch Fund Warrant #5
4. Capital Fund Warrant - #5 & #6
5. Federal Fund Warrant - #5
6. District Treasurer's Report – November 2020
7. Extra Classroom Treasurer's Report – November 2020
8. CSE Recommendations: 06424, 00007642, 07142, 00007759, 06703, 00007892, 00007893, 07221, 07195, 00007110, 00007521, 00007754, 06229, 06916, 06698, 00007493, 00007884, 00007883, 00007554

Ayes: 5, Nays: 0, motion carried.

Correspondence

- *Overview of High School Honor Roll & High Honor Roll with 67% of students obtaining this honor*
- *Shared brief summary of a correspondence from retired teacher offering praise in regards to the BOE decision to retire the mascot*

Superintendent's Report

2nd Semester Instructional Program Selection Presentation

- *10 remote students have requested transportation for 2nd semester as they will be returning to in-person instruction in February*
- *We will be welcoming back about 19 students to from remote learning to in-person learning in February*

COVID-19 Parental Consent to Test Presentation

- *As of 1/11/21 29% of students district wide have consent for testing should the need arise*
 - *30% High School*
 - *24% Middle School*
 - *30% Elementary School*
- *As of 1/11/21 61 Faculty / Staff have volunteered for testing, should the need arise*

- *Doll asked for further explanation of the procedure for rapid testing – Mr. Molisani mentioned the letter that was sent home to families with the explanation and the video*
 - *It was suggested by Doll to resend just that portion of the letter again to families*
- *Mr. Molisani spoke to roll out of vaccines*
 - *The information is changing as the days move forward*
 - *Currently we have not been approved for a pod to test on campus*
 - *We were allocated 3 tests to use as a district*
 - *Mr. Molisani priorities the eldest population in district being our transportation department – 3 bus drivers will be receiving the vaccine Wednesday*
 - *Richter asked if a priority list had been created – Mr. Molisani explained the survey sent out to staff which indicated how many would be willing to receive the vaccine on campus if the opportunity presented itself – further explained that many staff are making their own appointments*

Guests of the Board

3 seniors from Government course were in attendance
1 additional person entered at 6:05

Public Forum

None

Executive Session

Motion was made by Geer, seconded by VanAllen, to adjourn to Executive Session to discuss personnel at 6:18 p.m. Ayes: 5, Nays: 0, motion carried.

Motion was made by Rychlicki, seconded by VanAllen, to return to regular session at 7:25 p.m. Ayes: 5, Nays: 0, motion carried.

PERSONNEL

Business Administrator Resignation

Motion was made by Geer, seconded by VanAllen, that the Board of Education, upon the recommendation of the Superintendent, accept with best wishes, the resignation of **Terrence Hasseler**, Business Administrator effective January 12, 2021. Ayes: 5, Nays: 0, motion carried.

Appoint Interim Business Manager/District Clerk

Motion was made by Geer, seconded by VanAllen, that the Board of Education, upon the recommendation of the Superintendent, appoint **Patrick Donegan** as Interim Business Manager/District Clerk effective on January 13, 2021. Ayes: 5, Nays: 0, motion carried.

Resignation of Teacher for Purpose of Retirement

Motion was made by Geer, seconded by VanAllen, that the Board of Education, upon the recommendation of the Superintendent, accept with regret and best wishes, the resignation for the purpose of retirement of **Janet Cappotelli**, Elementary Teacher, effective June 30, 2021. Ayes: 5, Nays: 0, motion carried.

Resignation of Teacher for Purpose of Retirement

Motion was made by Geer, seconded by VanAllen, that the Board of Education, upon the recommendation of the Superintendent, accept with regret and best wishes, the resignation for the purpose of retirement of **Sheri Backus**, Science Teacher, effective June 25, 2021. Ayes: 5, Nays: 0, motion carried.

Resignation of District Treasurer/HR Administrator for Purpose of Retirement

Motion was made by Geer, seconded by VanAllen, that the Board of Education, upon the recommendation of the Superintendent, accept with regret and best wishes, the resignation for the purpose of retirement of **Cynthia Oltmann**, District Treasurer/HR Administrator effective August 27, 2021. Ayes: 5, Nays: 0, motion carried.

Resignation of Superintendent’s Secretary for Purpose of Retirement

Motion was made by Geer, seconded by VanAllen, that the Board of Education, upon the recommendation of the Superintendent, accept with regret and best wishes, the resignation for the purpose of retirement of **Christine Thompson**, Superintendent’s Secretary effective July 2, 2021. Ayes: 5, Nays: 0, motion carried.

Approval of Leave of Absence

Motion was made by Geer, seconded by VanAllen, that the Board of Education, upon the recommendation of the Superintendent, approve a leave of absence for **Carol Coffta**, Elementary Teacher, retroactively for the 2020-2021 school year. Ayes: 5, Nays: 0, motion carried.

Resignation of Teacher for Purpose of Retirement

Motion was made by Geer, seconded by VanAllen, that the Board of Education, upon the recommendation of the Superintendent, accept with regret and best wishes, the resignation for the purpose of retirement of **Carol Coffta**, Elementary Teacher, effective June 30, 2021. Ayes: 5, Nays: 0, motion carried.

Appointment of Per Diem Substitutes

Motion was made by Geer, seconded by VanAllen, that the Board of Education, upon the recommendation of the Superintendent, appoint the following per diem substitutes for the 2020-2021 school year pending fingerprint clearance:

<u>Name</u>	<u>Position</u>	<u>Certification</u>
Kayla Rebuck	Teacher	Pending Childhood Ed./Spec.Ed. 1-6
Tyler Boudreau	Teacher	College student – Major Phys. Ed.
Sarah Efung	Teacher	College student – Major Music Ed.

Ayes: 5, Nays: 0, motion carried.

OLD BUSINESS

None

NEW BUSINESS

OFFICERS/APPOINTMENTS

Motion was made by Geer, seconded by Doll, that the Board of Education, appoint the following Interim Officer as listed effective immediately.

- A. CLERK OF THE BOARD – Patrick Donegan
- B. RECORDS ACCESS OFFICER – Patrick Donegan
- C. GLSW WORKERS' COMPENSATION BOARD – Patrick Donegan

Ayes: 5, Nays: 0, motion carried.

DESIGNATIONS

Motion was made by Geer, seconded by Doll, that the Board of Education, make the designations as listed effective immediately.

- A. PURCHASING AGENT –Patrick Donegan
- B. OFFICIAL BANK SIGNATORIES - Cindy Oltmann and Patrick Donegan

Ayes5, Nays: 0, motion carried.

AUTHORIZATIONS

Motion was made by Geer, seconded by Doll, that the Board of Education, endorse the authorizations listed effective immediately.

- A. FUND TRANSFER – Patrick Donegan and Robert Molisani
- B. REVENUE ANTICIPATION NOTES – Patrick Donegan
- C. SIGN FEDERAL & STATE DOCUMENTS – Robert Molisani and Patrick Donegan
- D. PAYMENT OF APPROVED CONTRACTUAL EXPENSES – Patrick Donegan
- E. Ayes: 5, Nays: 0, motion carried.

APPROVAL OF COOPERATIVE BIDDING

Motion was made by Geer, seconded by Doll, that the Board of Education appoint Patrick Donegan as Interim Business Manager to participate in cooperative bidding for the 2020-2021 year effective January 13, 2021.
Ayes: 5, Nays: 0, motion carried.

AUTHORIZATION FOR BUSINESS MATTERS IN BETWEEN BOARD MEETINGS

Motion was made by Geer, seconded by Doll, that the Board of Education, upon the recommendation of the Superintendent, authorize the Interim Business Manager to approve and sign routine and/or time sensitive contracts that require action between Board Meetings.
Ayes: 5, Nays: 0, motion carried.

Adoption of Budget Guidelines for the Proposed 2021-2022 Annual School Budget

Motion was made by Geer, seconded by Doll, that the Board of Education, upon the recommendation of the Superintendent, approve the Budget Guidelines for the Proposed 2021-2022 Annual School Budget per Board Policy #5110 BUDGET PLANNING AND DEVELOPMENT.
Ayes: 5, Nays: 0, motion carried.

Revision of Job Description

Motion was made by Geer, seconded by Doll, that the Board of Education, upon the recommendation of the Superintendent, approve the revisions of the attached job description for **Business Manager/Business Administrator**.
Ayes: 5, Nays: 0, motion carried.

ADJOURNMENT

Motion made by Rychlicki, seconded by VanAllen to adjourn the meeting at 7:25 p.m.

Michele Meyer, Pro Tem District Clerk