ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION
BOICEVILLE, NEW YORK 12412

MINUTES

WORKSHOP MEETING
6:00 p.m.
THURSDAY, JANUARY 25, 2024
WOODSTOCK SCHOOL

1. Opening Items

1.01 Call to Order 6:00 pm
1.02 Tobacco Policy Statement
1.03 Pledge of Allegiance
1.04 Roll Call Present: Trustee Jerome, Trustee Goodrich, Trustee Hemingway Lynch, Trustee Reimondo, Trustee Storey, Trustee Bishop
Not Present: Trustee Mitchell-Marell

2. Proposed Executive Session

2.01 Enter Executive Session (duration 60 min)

Recommended Action: Motion to enter into executive session to discuss the tenure and employment of specific employees, the ONTEA draft settlement, and proposed lease of real property.
Motioned: Trustee Reimondo
Seconded: Trustee Hemingway Lynch
Result: Unanimous
Yea: Trustee Jerome, Trustee Goodrich, Trustee Hemingway Lynch, Trustee Reimondo, Trustee Storey, Trustee Bishop
Not Present: Trustee Mitchell-Marell

2.02 Exit Executive Session

Recommended Action: Motion to exit executive session and return to public Session
Motioned: Trustee Reimondo
Seconded: Trustee Storey
Result: Unanimous
Yea: Trustee Jerome, Trustee Goodrich, Trustee Hemingway Lynch, Trustee Reimondo, Trustee Storey, Trustee Bishop
Not Present: Trustee Mitchell-Marell

3. Welcome

3.01 Woodstock Principal, Scott Richards will welcome the Board (duration 10 min)

- Mr. Richards started off by reporting that the students enjoy playing in the snow after the school closures. Mr. Richards mentioned that it is very beneficial that the Woodstock School property has the outdoor space to allow the child to do that.
- Mr. Richards then wanted to give a shout out to School Monitor, Ms. Becker. Ms. Becker is very artistic and took the time to create a large interactive school bulletin board. The category of the board changes each month
    - This month's board subject was focused on Martin Luther King Jr. Day
    - 3rd grade student also participates in creating bulletin boards
- PTA events

- Bingo Night will be Jan 26th 2024 at 6:00 p.m.
- Sweetheart Breakfast will be held on Feb 14th 2024
- Talent Show will be on March 8th 2024
  - 23 acts are signed up, which include both students and faculty members

- Student Safety Patrol is continuing to be a success. 4 additional students are now in the patrol.
  - 18 students total.
- School Leadership Team
  - Additional opportunities for student to support their school community and build a positive school environment
    - Recess helpers
    - Reading buddies
  - Staff continues to meet to discuss the transition K-4 and K-5
- Fancy Lunch
  - Way to recognize students for their achievements
  - Students eat off of real plates, drinks are poured for waiters/waitresses etc...
  - Mr. Richards goal is to have 2 fancy lunches per month.
- Tower Gardens are up and running
  - Pea plants are growing and the students will be offered to eat them when ready
- Yoga Residency
  - 2-week residency during PE class
- 2nd grade nonfiction writing is up on the wall to read
- Professional Development
  - Illustrative Math-upcoming Superintendent Conference Day
  - Micro-training and follow up with Davis Trantor
  - Restorative Practices/Dealing with Change (Morningside)
  - Teachers College (3rd grade with 4th grade)
  - Continued work on MTSS plan (Multi Tired System Supports)

4. Presentations

4.01 Assistant Superintendent for Business, Monica LaClair will present the Preliminary State Aid and Enrollment Projections (duration 20 min)

5. Acceptance of Minutes

5.01 Acceptance of Minutes

Recommended Action: The Board of Education hereby accepts the minutes of January 11, 2024
Motioned: Trustee Storey
Seconded: Trustee Jerome
Result: Unanimous
Yea: Trustee Jerome, Trustee Goodrich, Trustee Hemingway Lynch, Trustee Reimondo, Trustee Storey, Trustee Bishop
Not Present: Trustee Mitchell-Marell

6. Superintendent District News

6.01 The Superintendent will report District News

- Ms. McLaren started off her report by hoping for some consistency in our school weeks. I'm so thankful that our community understands the issues that weather creates for us, and that we are making these decisions at 4:30 in the morning based on current conditions and the forecast. Sometimes the decisions are incredibly clear-cut and easy, but other times they are very difficult. I will always make a decision that errs on the side of safety. I don't ever make light of calling a snow day when students are home for the day and families' lives are disrupted, but if I believe that the weather forecast indicates that it would be dangerous for our students to be on the road then I will make that call.

- Several of us participated in a webinar this morning that was hosted by the NYS Council of School Superintendents to discuss the implications of the Governor's executive budget. As we have been noting for many years, the Foundation Aid Formula is very outdated and our demographics have shifted significantly since its inception. We have been fortunate to have been under the "save harmless" provision that has been in place and the governor is now proposing to eliminate this provision. The loss of $6 million of aid over two years will be devastating to us. This year's projected loss of aid equates to a tax levy increase of approximately 6.5%. That is before we take any other budget increases into account. When I first became an administrator, our state aid was much more volatile, but we did not have the tax levy limit artificially suppressing our ability to compensate for a decrease in state aid. The Governor has also lowered the inflation factor used to calculate the foundation aid formula, so not only are some districts losing foundation aid, but a majority of those that are seeing an increase, are not seeing the increase that they would expect based on the existing formula. We will be discussing this with our elected representatives and providing them with the information they need to advocate on our behalf.

- We are in Regents week, and I need to extend my appreciation to our High School administrators and faculty. The weather has required them to shift and modify the schedule for the regents as well as midterm exams multiple times. I know that they are incredibly thoughtful when they create the schedule and while sometimes conflicts are unavoidable, they do their best to be strategic and make the most logical schedule that they can to limit the stress for our students. Each delay and snow day for the past two weeks has caused them to rethink the schedule.

- I'd like to encourage everyone to come out on Friday, February 2nd for Community Night. It will be a wonderful opportunity to celebrate our students, our district, and our community. This event is being hosted by the Athletic Council, the Athletic Department, and the Booster Club.

- Kindergarten Registration

- It is time to register for kindergarten in September! We currently have 55 students identified as eligible for entering Kindergarten in September. Of those 55, only 11 have completed the registration process. Although some of these students may ultimately decide to register in a private school, we are hopeful that they will choose to attend Onteora.

- COVID Test Kits
  - Although NYS has stopped providing COVID test, we were provided with information on ordering from the federal government. We have taken advantage of that process and have received test kits which are being distributed to our building nurses.

- Transition Update
  - Murals:
    - Our muralist has been to both Bennett and Phoenicia to meet with the students and engage in discussions about the design of the murals.

  - Elementary Transition Committee:
    - Our Elementary Transition Committee meeting for January was originally scheduled for last week but was postponed due to weather. Thankfully, when we created the schedule, we included snow dates and we will be meeting next week for our January meeting.

  - Fifth Grade Parent Meeting:
    - Middle School Principal Meeting with Fifth-Grade Parents
    - This meeting will be held on February 8th.

  - Middle School Furniture:
    - The vendor has provided designs and we are in the process of creating the orders for the furniture.

  - Transportation Contract:
    - We held the bid opening for our transportation contract and we only received one bid. We will be analyzing the bid with our Transportation Advisory Services representative and hopefully, we will be able to award the bid at our next meeting.

  - Textbooks for Sixth Grade
    - Science and Social Studies
    - Science is likely to be the same series that is being used in 7th and 8th so that they are aligned. The Middle School textbook review committees will be recommending new textbooks, probably in May. There will be a presentation at the Board level for approval.

  - Playground Equipment

- The purchase order was approved and issued to the vendor for the playground equipment for Bennett. The current plan is to have a modified community build in the spring. More details will come when we have confirmation and delivery details.

7. Board District News

7.01 The Board will report District News

- Ms. Bishop discussed that Robert Curran, BOCES Board member who currently represents Onteora is not interested in serving another term
  - Mr. Curran served for a total of 18 years
  - Ms. Bishops mentioned that the board will need to nominate a member before March 18, 2024. Three classes of BOCES board members are:
    - Current component board members
    - Former local Board members
    - Former teachers with no board experience.
  - Trustee Storey indicated that she is interested on sitting on the BOCES Board
    - Nominations will be discussed in February

8. Acknowledge Public Be Heard Comments

8.01 The Board will acknowledge the public be heard comments from the last meeting
no one spoke

9. Public and Student Comment

9.01 Public and Students may comment on any agenda or non-agenda item
No one spoke

10. Consent Agenda

10.01 Approve Consent Agenda
Recommended Action: The Board hereby approves item numbers 10.02 -10.06
Motioned: Trustee Storey
Seconded: Trustee Hemingway Lynch
Result: Unanimous
Yea: Trustee Jerome, Trustee Goodrich, Trustee Hemingway Lynch, Trustee Reimondo, Trustee Storey, Trustee Bishop
Not Present: Trustee Mitchell-Marell

10.02 Combination of Athletic Teams for Varsity Boys Lacrosse
Recommended Action: BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the Combining of Athletic Teams between the Onteora Central School District and the Rondout Valley Central School District for Varsity Boys Lacrosse. Rondout Valley is the host school with Onteora being the Combining School effective March 11, 2024; and authorizes the Superintendent, Board of Education President, and Athletics Director to sign such an agreement.

10.03 Personnel Agenda

EXTRA DUTY STIPENDS

NAME	POSITION	AMOUNT
Blank, Adam	Computer Advisor (Bennett)	$5,512.00

LEAVE OF ABSENCE: INSTRUCTIONAL

EMPLOYEE NUMBER	EFFECTIVE DATE	REASON
4235	05/04/24 – 06/06/24*	FMLA- paid
4235	06/07/24 – 06/30/24*	FMLA-unpaid

anticipated dates

LEAVE OF ABSENCE: NON - INSTRUCTIONAL

EMPLOYEE NUMBER	EFFECTIVE DATE	REASON
3310	02/07/24 – 03/16/24	Medical Leave

LEAVE OF ABSENCES: ADMINISTRATIVE

NAME	EFFECTIVE DATE FROM - TO	REMARKS
011724	01/17/24 – 01/26/24*	Paid Administrative Leave

anticipated dates

SUBSTITUTE

NAME	POSITION	REMARKS
Fliegel, Alan	Teacher (certified)	Rescind appointment

APPOINTMENT: NON-INSTRUCTIONAL PROBATIONARY

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Franceschina, Atchawi	Monitor/UPK	02/12/24 – 10/11/24	Replace vacancy - Step 1

10.04 Budget Transfer

Recommended Action: The Superintendent recommends the transfer of $66,825.00 for a Board of Education approved settlement.
Amount $ 66,825.00 from Budget Code A9040.800-10 to Budget Code A1930.414-10

10.05 Warrants

Recommended Action: The Board of Education has reviewed and hereby accepts Warrants Schedule 4

10.06 Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations

Recommended Action: The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #01/24, Confidential, as reviewed by Trustee Hemingway Lynch

11. Policies

11.01 First Reading of Policy 6125 Workplace Violence Prevention

The Board of Education hereby waives the second reading of Policy 6125 Workplace Violence Prevention
Motioned: Trustee Reimondo
Seconded: Trustee Storey
Result: Unanimous
Yea: Trustee Jerome, Trustee Goodrich, Trustee Hemingway Lynch, Trustee Reimondo, Trustee Storey, Trustee Bishop
Not Present: Trustee Mitchell-Marell

2023 Policy 6125

Personnel

SUBJECT: WORKPLACE VIOLENCE PREVENTION

The district is committed to establishing and maintaining a safe and secure workplace for employees. Workplace violence is a safety hazard to the district, its employees, and everyone in the workplace, and will not be tolerated. All employees are expected to work together to create and maintain a safe and respectful work environment for everyone.

Workplace violence is defined as any physical assault or act of aggressive behavior occurring where employees perform any work-related duty in the course of their employment including but not limited to an attempt or threat, whether verbal or physical, to inflict physical injury upon an employee; any intentional display of force which would give an employee reason to fear or expect bodily harm; intentional and wrongful physical contact with a person without their consent that entails some injury; or stalking an employee with the intent of causing fear of material harm to the physical safety and health of such employee when such stalking has arisen through and in the course of employment.

All employees are responsible for notifying their supervisor or other designated contact person of any violent incidents, threatening behavior, including threats they have witnessed, received, or have been told that another person has witnessed or received. All acts of workplace violence will be promptly, and thoroughly investigated, and appropriate action will be taken, including contacting law enforcement where necessary.

Designated Contact Person: Stephanie Laffin
Title: Assistant Superintendent for Instruction and Curriculum
Phone: 845-657-6383
E-Mail: slaffin@onteora.k12.ny.us

As required by Labor Law §27-b, the district will develop and implement a Workplace Violence Prevention Program to comply with the law and its implementing regulations. The Program will include elements required by law and regulation, including:

a. the risk factors present in the workplace;
b. the methods the district will use to prevent incidents of violence in the workplace;
c. the methods and means by which the district will address specific identified hazards;
d. a system to report workplace violence incidents in writing;
e. a written outline for employee training; and
f. a plan for annual program review and update.

In developing the Workplace Violence Prevention Program, the district will conduct an evaluation to identify likely potential risks of violence in the workplace. Authorized employee representative(s) will be involved in:

a. evaluating the physical environment;
b. developing the Workplace Violence Prevention Program; and
c. reviewing workplace violence incident reports at least annually to identify trends in the types of incidents reported, if any, and reviewing the effectiveness of the mitigating actions taken.

Employee Notice and Training

As required by law, all employees will participate in the Workplace Violence Prevention Training Program at the time of initial assignment and annually thereafter. Employees must be trained on:

a. the details of the workplace violence prevention program;
b. the measures they can take to protect themselves from risks of violence; and
c. the specific procedures the district has implemented to protect employees (such as appropriate work practices, emergency procedures, and the use of security alarms).

Additionally, at the time of initial assignment and at least annually, employees will be informed of the requirements of Labor Law§27-b the risk factors identified in the workplace, and the location of the district's Workplace Violence Prevention Program.

This policy must be posted where notices to employees are normally posted.

Allegations of Violations and Non-Retaliation

The process for employees to allege violations of the workplace violence prevention program to the state Commissioner of Labor, and the employment protections for doing so, is set forth in Labor Law §27-b and 12 NYCRR §800.6 and includes the following:

A "serious violation" of the workplace violence prevention program is the failure to develop and implement a program or address situations which could result in serious physical harm. "Imminent danger" is any condition or practice in the workplace where a danger exists which could reasonably be expected to cause death or serious physical harm immediately, or before the imminence of the danger can be eliminated through these complaint procedures.

Employees or their representatives who believe that a serious violation of the workplace violence prevention program exists or that an imminent danger exists (as defined above), must bring the matter to their supervisor's attention in writing, and must give the district a reasonable opportunity to correct the activity, policy, or practice, before notifying the Commissioner of Labor. However, such prior written notice and opportunity for correction is not required if there is an imminent danger or threat to the safety of a specific employee, and the employee reasonably believes in good faith that reporting to a supervisor would not result in corrective action.

If, after the matter has been brought to a supervisor's attention and a reasonable opportunity to correct the issue has passed, the issue has not been resolved and the employee still believes that a violation of the workplace violence prevention program remains or that an imminent danger exists, employees or their representatives may request an inspection from the Commissioner of Labor in writing. The Commissioner will provide a copy of the request to the district, but the employee may request that their name be withheld.

A district representative and authorized employee representative may accompany the Commissioner of Labor during the inspection to assist in the inspection. If there is no authorized employee representative, the Commissioner will consult with district employees concerning workplace safety.

The district will not take retaliatory action (terminate, suspend, demote, penalize, discriminate, or other adverse employment action in the terms and conditions of employment) against any employee because they have alleged a serious violation of the workplace violence prevention program, or imminent danger exists, requested an inspection by the Commissioner of Labor, or accompanied the Commissioner on the inspection, as prescribed by state law and regulation.

Cross-ref: 3410, Code of Conduct
5681, School Safety Plans and Teams

Ref: Labor Law §27-b
12 NYCRR §800.6

Adoption date: 1/25/24

12. Committee Reports

12.01 Ad Hoc Committee
- Nothing to report

12.02 Audit Committee
- Nothing to report

12.03 Board Norms Committee
- Meeting was canceled due to inclement weather

12.04 Communications Committee
- Trustee Hemingway Lynch reported that the committee met and received an update from the BOCES Team on the communications plan
  - Analysis on the survey results are due back next week
  - Strategy to be finalized and shared
- Looked at draft key messages and calendar events
- Looked at platforms for communication and ideas to center Phoenicia Farewell Fair and how to support other community events
- Looks how to bring more family and community members into the transition process

12.05 Facilities Committee
- Trustee Storey reported that the committee met last week and toured the Woodstock Elementary School

12.06 Legislative Action Committee
- Meeting was canceled due to inclement weather
-

12.07 Policy Committee
- Nothing to report

13. Old Business

13.01 The Board will discuss Old Business
- Nothing to report

14. New Business

14.01 The Board will discuss New Business

- Trustee Storey asked that if a board member can present information to the legislators during Lobby Day on how losing the State Aid will affect the Onteora School
    - Topic to be discussed in Legislative Action Committee, which will then be presented to the Communication Committee

15. Request for Information

15.01 Board Members will Request Information of the Superintendent

- Nothing requested

16. Adjournment

16.01 Adjourn the Meeting. Next meeting is February 6, 2024 at Bennett.

Recommended Action: Motion to adjourn meeting at 7:59 p.m.
Motioned: Trustee Storey
Seconded: Trustee Hemingway Lynch
Result: Unanimous
Yea: Trustee Jerome, Trustee Goodrich, Trustee Hemingway Lynch, Trustee Reimondo, Trustee Storey, Trustee Bishop
Not Present: Trustee Mitchell-Marell

Board of Education: Cindy Bishop, Valerie Storey, Meghann Reimondo, Sarah Hemingway Lynch, Clark Goodrich, Emily Mitchell-Marell, Caroline Jerome