

**Hamilton Central School District**  
**BOARD OF EDUCATION REGULAR MEETING**  
*Continuation of the Organizational Meeting*  
 Tuesday, July 11, 2023

BOARD MEMBERS PRESENT: Michelle Jacobsen, Jennifer Jones, Amanda Phillips, Sung Choe, and Cory Duclos (*participated virtually*)

ADMINISTRATORS PRESENT: Bill Dowsland, Matthew Crumb, Kevin Ellis, Mark Arquiatt, Heather Thomas, and Chris Rogers  
 Jodi Shantal, District Clerk

ABSENT:

VISITORS: Brenton Sullivan and Travis Ames

**1.0 CALL TO ORDER**

*Call to Order*

1.1 The regular meeting of the Hamilton Central School District Board of Education was held in the Large Group Instruction Room, 47 West Kendrick Ave, Hamilton, New York. Michelle Jacobsen, President, called the meeting to order at 6:03 p.m. The following items of business were conducted:

*Preliminary Action*

**2.0 PRELIMINARY ACTION**

- 2.1 Amendments to the Agenda
- Addition of 3.6 - 2023-2024 Tax Levy
  - Addition of 7.6 - Non-Resident Tuition

*Amendments to the Agenda*

2.2 Approval of the Agenda

*Approval of Agenda*

BE IT RESOLVED that the agenda for the July 11, 2023, regular meeting be approved as submitted and amended.

Moved by: Jones  
 Seconded by: Phillips  
 Ayes: 5 Nays: 0 Absent: 0 Motion carried.

2.3 Approval of Minutes

*Approval of Minutes*

BE IT RESOLVED that the minutes of the special meeting on June 12, 2023 and the regular meeting on June 13, 2023 be approved as submitted.

Moved by: Jones  
 Seconded by: Choe  
 Ayes: 5 Nays: 0 Absent: 0 Motion carried.

**3.0 CONSENT AGENDA**

*Consent Agenda (3.1 through 4.1)*

BE IT RESOLVED to approve the consent agenda (3.1 through 4.1) as recommended by the Superintendent as follows:

Moved by: Jones  
 Seconded by: Choe  
 Discussion: Mr. Crumb gave an overview of the tax levy.  
 Ayes: 5 Nays: 0 Absent: 0 Motion carried.

<b><i>Business Operations</i></b>	<i>Treasurer's Report</i>
3.1 Treasurer's Report	
BE IT RESOLVED that the Treasurer's Report be approved as submitted.	
3.2 Consideration of Claims	<i>Consideration of Claims</i>
BE IT RESOLVED that the report of the District Treasurer be approved and the warrant of general fund claims in the amount of \$339,323.22, cafeteria fund in the amount of \$6,338.93, capital fund in the amount of \$74,401.51 and federal fund in the amount of \$65.00.	
3.3 Transportation Report	<i>Transportation Report</i>
BE IT RESOLVED that the Transportation Report be accepted as submitted.	
3.4 Cafeteria Report	<i>Cafeteria Report</i>
BE IT RESOLVED that the Cafeteria Report be accepted as submitted.	
3.5 Bus Maintenance Contract	<i>Bus Maintenance Contract</i>
BE IT RESOLVED to approve entering into a Bus Maintenance Agreement with the Madison-Oneida BOCES for the 2023-2024 school year as recommended by the business manager and Superintendent.	
3.6 2023-2024 Tax Levy	<i>2023-2024 Tax Levy</i>
BE IT RESOLVED to set the tax levy for 2023-2024 school year at \$8,369,696 as recommended by the Business Manager and Superintendent.	
<b><u>4.0 OLD BUSINESS</u></b>	<i>Old Business</i>
4.1 HTA MOA	<i>HTA MOA</i>
BE IT RESOLVED to approve the Agreement between The Hamilton Teachers' Association and the Superintendent dated June 23, 2023 as recommended by the Superintendent.	
<i>That concludes the consent agenda.</i>	
<b><u>5.0 COMMUNITY PARTICIPATION</u></b>	<i>Community Participation</i>
5.1 General Public – Travis Ames – Board Procedures/Policy/SPO	
<b><u>6.0 INFORMATION AND CORRESPONDENCE</u></b>	<i>Information and Correspondence</i>
6.1 Superintendent Report	
6.2 Knowledge Sharing	
6.3 Board Discussions	
<ul style="list-style-type: none"> <li>• Board Workshop</li> <li>• Board Convention</li> </ul>	

**7.0 NEW BUSINESS**

*New Business*

**7.1 Special Patrol Officer Discussion and Potential Action**

*Special Patrol Officer Discussion and Potential Action*

DISCUSSION - In our 2022-2023 proposed contract to the County, the previous board took all public input into consideration. If the current Board decides to move forward with the original contract, they will be sure to keep these suggestions in mind when onboarding and providing in-district training to the SPO. It's also important to keep in mind that within the original contract, the District reserves the right to terminate services and the agreement upon thirty (30) days written notice.

Discussion was held on whether or not the new board was in favor of moving forward with a SPO agreement. Mrs. Jacobsen and Mrs. Jones supported moving forward with the SPO agreement, while Mrs. Phillips, Mr. Duclos, and Mr. Choe did not support moving forward. Mrs. Jones suggested that other options be explored and a list of alternatives be brought to the table at the August meeting.

*Mr. Duclos left the meeting*

**Mr. Duclos logged off and left the meeting at 6:37 p.m.**

**7.2 Personnel**

*Personnel*

**A) Leave of Absence**

*Leave of Absence*

**Renee Merkt**— BE IT RESOLVED to approve a one-year leave of absence for Renee Merkt as elementary teacher effective September 1, 2023 through June 30, 2024 as recommended by the elementary principal and Superintendent.

Moved by: Jones  
Seconded by: Choe  
Ayes: 4 Nays: 0 Absent: 0 Motion carried.

**B) Appointments**

*Appointments*

**Renee Merkt**— BE IT RESOLVED to approve Renee Merkt as Teacher on Special Assignment as Coordinator of Social-Emotional Learning and Family Engagement effective September 1, 2023 through June 30, 2024 as recommended by the elementary principal and Superintendent.

Moved by: Choe  
Seconded by: Jones  
Ayes: 4 Nays: 0 Absent: 0 Motion carried.

**Cydnee Wendt**— BE IT RESOLVED to approve the appointment of Cydnee Wendt as a probationary School Nurse effective July 12, 2023 through July 11, 2024 as recommended by the Superintendent. This appointment will be approved pending fingerprint clearance.

Moved by: Jones  
Seconded by: Choe  
Ayes: 4 Nays: 0 Absent: 0 Motion carried.

**Sarah Wayland-Smith**— BE IT RESOLVED to approve the appointment of Sarah Wayland-Smith as a probationary one-year elementary teacher effective September 1, 2023 through June 30, 2024 as recommended by the elementary principal and Superintendent.

Moved by: Jones  
Seconded by: Choe  
Ayes: 4 Nays: 0 Absent: 0 Motion carried.

**Jennifer Inman**— BE IT RESOLVED to revise the appointment of Jennifer Inman as a probationary Office Assistant II to a permanent Civil Service appointment effective July 24, 2023 as recommended by the Secondary Principal and Superintendent.

Moved by: Jones  
Seconded by: Choe  
Ayes: 4 Nays: 0 Absent: 0 Motion carried.

**Part-time Positions**— BE IT RESOLVED to approve the part-time positions as provided for the 2023-2024 school year.

Moved by: Jones  
Seconded by: Philips  
Ayes: 4 Nays: 0 Absent: 0 Motion carried.

**Coordinators**— BE IT RESOLVED to approve the following Coordinators for the 2023-2024 school year as recommended by the principals and Superintendent and as amended.

Elementary:

Math/Science – Jamie Boardway & Althea Brooks - split  
ELA/Social Studies - Audrey Miller & Capri Potter - split

Secondary:

Math/Science – Astrid Helfant  
ELA/Social Studies – Emily Freeth  
Special Education/Counseling – Sheri Houck & Kim Cunningham - split  
Specials (PE/Health) – Amy Jerome

Moved by: Jones  
Seconded by: Choe  
Ayes: 4 Nays: 0 Absent: 0 Motion carried.

**7.3 Committee on Special Education and Committee on Preschool Special Education Recommendations**— BE IT RESOLVED to approve the recommendation of the Committees on Special Education and Preschool Special Education.

*CSE/CPSE*

Moved by: Jones  
Seconded by: Phillips  
Ayes: 4 Nays: 0 Absent: 0 Motion carried.

**7.4 District Emergency Response Plan**—DISCUSSION was held on the District Emergency Response Plan for the 2023-2024 school year. This will be on the August agenda for action after the 30-day response time.

*District  
Emergency  
Response Plan*

**7.5 Dispose of Fixed Assets**— BE IT RESOLVED to surplus excess equipment deemed unusable and to discard what cannot be put through public sale as recommended by the Business Manager and Superintendent.

*Disposal of  
Fixed Assets*

- Wood lathe, Grizzly G5979
- Sheet metal bending brake
- Vacuum sanding table, Grizzly H2936
- Hollow Chisel Mortiser, Delta 14-650 Type 2
- Science Department Items
  - Autoclave
  - Culture Shaker
  - Incubator
  - Rock Cabinet
  - Controlled Growing Cabinet
  - Microscopes

Moved by: Jones  
Seconded by: Choe

Ayes: 4 Nays: 0 Absent: 0 Motion carried.  
7.6 **Non-Resident Tuition**— BE IT RESOLVED to approve the 2023-2024 non-resident tuition rate as \$6,440.

*Non-Resident  
Tuition*

Moved by: Jones  
Seconded by: Phillips  
Discussion: Clarification that this rate is for existing non-resident students and/or their siblings.  
Ayes: 4 Nays: 0 Absent: 0 Motion carried.

**8.0 COMMUNITY PARTICIPATION**

*Community  
Participation*

8.1 General Public – Brent Sullivan - SPO

**9.0 EXECUTIVE SESSION**

*Executive  
Session*

BE IT RESOLVED upon the recommendation of the Superintendent to adjourn to Executive Session at 6:47 p.m. to discuss employment history of particular individual(s).

Moved by: Jones  
Seconded by: Phillips  
Ayes: 4 Nays: 0 Absent: 0 Motion carried.

Respectfully submitted,



Jodi E. Shantal  
District Clerk

BE IT RESOLVED upon the recommendation of the Superintendent to reconvene the regular meeting at 7:00 p.m.

Moved by: Jones  
Seconded by: Choe  
Ayes: 4 Nays: 0 Absent: 0 Motion carried.

**10.0 ADJOURNMENT**

*Adjournment*

BE IT RESOLVED upon the recommendation of the Superintendent to adjourn the regular meeting at 7:00p.m.

Moved by: Jones  
Seconded by: Choe  
Ayes: 4 Nays: 0 Absent: 0 Motion carried.

Respectfully submitted,



William Dowsland  
Superintendent