

**Hamilton Central School District**  
**BOARD OF EDUCATION REGULAR MEETING**  
 Thursday, February 8, 2024

BOARD MEMBERS PRESENT: Michelle Jacobsen, Jennifer Jones, Amanda Phillips, Sung Choe, Cory Duclos (*arrived at 6:21 p.m.*), and Tinsae Chiarello (*Student*)

ADMINISTRATORS PRESENT: William Dowsland, Matt Crumb, Heather Thomas, Kevin Ellis, Mark Arquiett, and Christopher Rogers  
 Jodi Shantal, District Clerk

VISITORS: Renee Merkt and Travis Ames

<b><u>1.0 CALL TO ORDER</u></b>	<i>Call to Order</i>
1.1 The regular meeting of the Hamilton Central School District Board of Education was held in the Dave McKay Board of Education Room/Large Group Instruction Room, 47 West Kendrick Ave, Hamilton, New York. Michelle Jacobsen, President, called the meeting to order at 6:00 p.m. The following items of business were conducted.	
1.2 Pledge of Allegiance	<i>Pledge of Allegiance</i>
<b><u>2.0 PRELIMINARY ACTION</u></b>	<i>Preliminary Action</i>
2.1 Amendments to the Agenda – <ul style="list-style-type: none"> <li>• 4.1 – Renee Merkt will be moved prior to 3.1 – Knight Light</li> <li>• 9.1 – Superintendent and 9.5 – Student Member will be a combined report</li> </ul>	<i>Amendments to the Agenda</i>
2.2 Approval of the Agenda BE IT RESOLVED that the agenda for the February 8, 2024, regular meeting be approved as amended.	<i>Approval of Agenda</i>
Moved by: Phillips Seconded by: Choe Ayes: 4 Nays: 0 Absent: 0 Motion carried.	
2.3 Approval of Minutes BE IT RESOLVED that the minutes of the regular meeting on January 11, 2024 and board workshop on January 30, 2024 be approved as submitted.	<i>Approval of Minutes</i>
Moved by: Jones Seconded by: Phillips Ayes: 4 Nays: 0 Absent: 0 Motion carried.	
<b><u>3.0 DISTRICT PRESENTATION</u></b>	<i>District Presentation</i>
Renee Merkt – HCS F.A.C.E.S. (Family and Caregiver Engagement Sessions)	
<b><u>4.0 KNIGHT LIGHT</u></b>	<i>Knight Light</i>
Mr. Dowsland will presented the Knight Light to Cydnee Wendt, School Nurse and Alaina Maine, Social Worker for their efforts in organizing the holiday giving tree.	

**5.0 DISTRICT PRESENTATION**

Heather Thomas – The Science of Reading

*District  
Presentation*

**6.0 CONSENT AGENDA**

BE IT RESOLVED to approve the consent agenda (6.1 through 7.1) as recommended by the Superintendent as follows:

*Consent  
Agenda*

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

***Business Operations***

6.1 Treasurer’s Report  
BE IT RESOLVED that the Treasurer’s Report be accepted as submitted.

*Treasurer's  
Report*

6.2 Consideration of Claims  
BE IT RESOLVED that the consideration of claims be approved and authorization of the District Treasurer to pay the submitted warrants in the amount of \$246,335.39 for general fund, HBus fund in the amount of \$98,640.39, and capital fund in the amount of \$12,299.54.

*Consideration  
of Claims*

6.3 Transportation Report  
BE IT RESOLVED to accept the transportation report as submitted.

*Transportation  
Report*

6.4 Cafeteria Report  
BE IT RESOLVED to accept the Cafeteria Report as submitted.

*Cafeteria  
Report*

**7.0 OLD BUSINESS**

*Old Business*

**7.1 Policies and Regulations**

*Policies/  
Regulations*

**2<sup>nd</sup> Reading and Approval**

BE IT RESOLVED to approve the following policies as recommended by the Policy Committee and Superintendent.

- #1051 – Excluding Sex Offenders from District Property and Functions
- #5010 – Workplace Violence Prevention (*New Policy*)
- #5140 – Emergency Closings
- #6101 – Certification and Incidental Teaching

**2<sup>nd</sup> Reading – No approval**

- #5010.1 – Workplace Violence Incident Report (*New Regulation*)

***That concludes the consent agenda.***

**8.0 COMMUNITY PARTICIPATION**

*Community  
Participation*

8.1 General Public  
There wasn’t any community participation at this time.

**9.0 NEW BUSINESS**

*New Business*

**9.1 Personnel**

*Personnel*

**A) Appointments**

*Appointments*

**Substitute List**

BE IT RESOLVED to approve Jay Heffernan, John Hayden, Trudy Furner, and Staci Hawkinson to the substitute list as recommended by the administrative team and Superintendent.

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

**Spring Coaches**

BE IT RESOLVED to approve the following spring coaches for the 2023-2024 school year, contingent upon sufficient participants, as recommended by the Athletic Director and Superintendent.

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

*Dr. Duclos arrived at 6:21 p.m. Dr. Duclos did not vote on the spring coaches since he arrived during the middle of the motion.*

*Dr. Duclos arrived*

**9.2 Donations**

*Donations*

BE IT RESOLVED to accept the following monetary donations, with sincere appreciation, and to increase the budget by these amounts as recommended by the Business Manager and Superintendent.

- First Baptist Church Deacon’s Fund - \$100.00 *(S.E.L. Program)*
- Hamilton Rotary Club - \$500.00 *(S.E.L. Program)*

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

**9.3 Committee on Special Education and Preschool Special Education**

*CSE/CPSE*

BE IT RESOLVED to approve the recommendation of the Committees on Special Education and Preschool Special Education.

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

**9.4 2024-2025 School Calendar**

*2024-2025 School Calendar*

BE IT RESOLVED to adopt the 2024-2025 School Calendar as recommended by the Superintendent.

Moved by: Jones  
Seconded by: Choe  
Discussion was held on the calendar mocking the Madison-Oneida BOCES calendar. Mr. Dowsland also shared that the Lunar New Year was added and that there will be four emergency days built in.  
Ayes: 5 Nays: 0 Absent: 0 Motion carried.

9.5 Policies and Regulations—1<sup>st</sup> Reading—DISCUSSION ONLY

- #0021 – Compliance, Internal Complaints & Non-Retaliation
- #2031 – Annual District Meeting and Election
- #4210 – Budget Planning
- #4220 – Budget Publication and Hearing
- #4511 – Procurement: Uniform Grant Guidance for Federal Awards

*Policies and Regulations  
(Discussion only)*

**10.0 INFORMATION AND CORRESPONDENCE**

- 10.1 Superintendent’s Report
- 10.2 Administrative Reports
- 10.3 Athletics Update
- 10.4 Business Manager Report
- 10.5 Student Board Member Report *(this was combined with 10.1)*
- 10.6 SEL Report *(Verbal)*
- 10.7 Knowledge Sharing
  - Elementary Steering Committee
  - Secondary Steering Committee
  - Inclusivity Committee
- 10.8 Advocacy Update
- 10.9 Board Update
  - BOCES Board – March 15<sup>th</sup> deadline to BOCES
    - The Board of Education members had a chance to give the names of individuals, with prior approval, who might be interested in hearing more about serving on the Madison-Oneida BOCES Board.
      - Amanda Phillips spoke about Chelly Crouch
      - Sung Choe spoke about Cris Amann
      - Michelle Jacobsen spoke about Travis Ames
  - M-O BOCES Annual Meeting – Wednesday, April 10<sup>th</sup> at 6:00 PM
  - Budget Update
    - March 7<sup>th</sup> at 9:00 AM and 5:30 PM – Budget Coffees
    - March 1<sup>st</sup> - Petitions are available for Board of Education candidates. Please contact Jodi Shantal for more information.
    - March 19<sup>th</sup> - How to Become a School Board Member Candidate - What You Need to Know. If interested, please contact Jodi Shantal.
    - May 14<sup>th</sup> – Public Budget Hearing at 6:00 PM

*Information and Correspondence*

**11.0 COMMUNITY PARTICIPATION**

There wasn’t any community participation at this time.

*Community Participation*

**12.0 EXECUTIVE SESSION**

BE IT RESOLVED upon the recommendation of the Board President to adjourn to Executive Session at 7:32 p.m. to discuss employment history of particular individuals.

7:32 p.m. – Short Recess/Break

7:44 p.m. – Executive Session started with the admin team, excluding Mr. Crumb

9:11 p.m. – Mr. Arquiett, Mr. Rogers, Mr. Ellis, and Ms. Thomas left executive session

9:14 p.m. – Mr. Crumb joined executive session

10:20 p.m. – Mr. Crumb left executive session

Moved by: Jones

Seconded by: Choe

Ayes: 5      Nays: 0      Absent: 0      Motion carried.

*Executive Session*

Respectfully submitted,



Jodi E. Shantal  
District Clerk

BE IT RESOLVED upon the recommendation of the Board President to reconvene the regular meeting at 10:35 p.m.

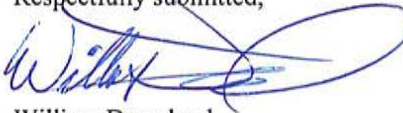
Moved by: Duclos  
Seconded by: Jones  
Ayes: 5 Nays: 0 Absent: 0 Motion carried.

**13.0 ADJOURNMENT**

BE IT RESOLVED upon the recommendation of the Board President to adjourn the regular meeting at 10:35 p.m.

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

Respectfully submitted,



William Dowsland  
Superintendent

*Adjournment*