

Hamilton Central School District
BOARD OF EDUCATION REGULAR MEETING
Thursday, June 13, 2024

BOARD MEMBERS PRESENT: Michelle Jacobsen, Jennifer Jones, Amanda Phillips, Sung Choe, Cory Duclos and Tinsae Chiarello (*Student*)

BOARD MEMBERS ABSENT:

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

VISITORS: Mike Jones, Ryan Houck, Cael Grawrock

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 Dave McKay Board of Education Room/Large Group Instruction Room, 47 West Kendrick Ave, Hamilton, New York. Michelle Jacobsen, Board President, called the meeting to order at 6:00 p.m. The following items of business were conducted.

1.2 Pledge of Allegiance

Pledge of Allegiance

2.0 EXECUTIVE SESSION

Executive Session

BE IT RESOLVED upon the recommendation of the Board President to adjourn to Executive Session at 6:02 p.m. to discuss matters pertaining the employment history of a particular person(s) and to discuss matters regarding the proposed acquisition, sale or lease of real property.

Moved by: Duclos

Seconded by: Jones

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

3.0 PRELIMINARY ACTION

Preliminary Action

3.1 Amendments to the Agenda

Amendments to the Agenda

3.2 Approval of the Agenda

BE IT RESOLVED that the agenda for the June 13, 2024, regular meeting be approved as submitted.

Approval of Agenda

Moved by: Jones

Seconded by: Choe

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

3.3 Approval of Minutes

BE IT RESOLVED that the minutes of the regular meeting on May 21, 2024 be approved as submitted.

Approval of Minutes

Moved by: Jones

Seconded by: Duclos

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

4.0 DISTRICT PRESENTATION

4.1 SSAC - Land Acknowledgement

Tinsae and Cael presented on the land acknowledgement.

5.0 CONSENT AGENDA

BE IT RESOLVED to approve the consent agenda (5.1 through 6.1) as recommended by the Superintendent and as follows:

Moved by: Jones

Seconded by: Duclos

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

Business Operations

5.1 Treasurer’s Report

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

5.2 Consideration of Claims

BE IT RESOLVED to approve the consideration of claims and authorize the District Treasurer to pay the submitted warrants totaling \$246,760.66 for the general fund, \$23,535.40 for the capital fund, and \$2,030.00 for the federal fund.

5.3 Transportation Report

BE IT RESOLVED to accept the transportation report as submitted.

5.4 Cafeteria Report

BE IT RESOLVED to accept the Cafeteria Report as submitted.

5.5 Authorization to Transfer Funds

BE IT RESOLVED to authorize the Superintendent to make necessary fund transfers for the remainder of the 2023-2024 school year.

5.6 Authorization for Payment of Final Bills

BE IT RESOLVED to authorize the Superintendent to pay claims during the period June 14, 2024 through June 30, 2024.

5.7 Cooperative Bidding

BE IT RESOLVED to enter into a Cooperative Bidding agreement for participation in bidding services for supplies and equipment with Madison-Oneida BOCES for the 2024-2025 school year as recommended by the Business Manager and Superintendent.

6.0 OLD BUSINESS

6.1 Policies - 2nd Reading and Approval

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

#0017 – Student Registration and Pre-Registration to Vote

#5100 – Capital Plan and Building Safety Program

#8507 – Public Report on Revisions to District Policies

That concludes the consent agenda.

7.0 COMMUNITY PARTICIPATION

7.1 General Public

No community participation at this time.

District Presentation

Consent Agenda

Treasurer’s Report

Consideration of Claims

Transportation Report

Cafeteria Report

Transfer of Funds

Payment of Final Bills

Cooperative Bidding

Old Business

Policies – 2nd Reading

Community Participation

8.0 NEW BUSINESS

New Business

8.1 Personnel

Personnel

A. Salaries and Stipends

Salaries and Stipends

Administrator/Confidential Salaries and Stipends

BE IT RESOLVED to approve the administrator and confidential salaries and stipends, for the 2024-2025 school year as recommended and presented by the Superintendent.

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

B. Appointments

Appointments

Elected/Appointed Officials Work Day

BE IT RESOLVED to approve the following elected/appointed officials work day as recommended by the Superintendent.

- Confidential Secretary –Five (5) days/week for 7.5 hours/day (7/1 – 6/30)
- District Clerk - Monthly Evening Board Meetings (two to three hours). (7/1 – 6/30)
- District Treasurer –Five (5) days/week for 7.5 hours/day (7/1 – 6/30)

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

Summer School Staff and Summer Help

BE IT RESOLVED to approve the following faculty/staff for the 2024 summer school programs at HCS and Madison-Oneida BOCES (Elementary and Secondary: July 8 – August 1 and M-O BOCES: July 8 – August 16), as well as for summer help as recommended by the principals and Superintendent as amended (*Date and the addition of some staff*).

- Teachers/Specials – Althea Brooks, Margaret Rose, Robin Dunadee, Renee Merkt, Victoria Smith, and Emily Freeth
- Extra Support, if needed – Jared Dart, Sheri Houck, Heather Vergara (cleaning)
- Substitute Teachers – Caitlin Herzendorf and Robin Dunadee
- School Nurse – Betsy Marcellus
- Summer School Bus Aides – Amanda Cogger and Sonja Furner
- IT Support - Morgan Larson

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

Rebecca Hamilton

BE IT RESOLVED to approve Rebecca Hamilton to a three-year probationary appointment as an Elementary Teacher, in the tenure area of Elementary, effective September 1, 2024 through August 31, 2027 as provided and recommended by the Elementary Principal and Superintendent.

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

Brian Latella

BE IT RESOLVED to approve Brian Latella to a three-year probationary appointment as an Elementary Teacher, in the tenure area of Elementary, effective September 1, 2024 through August 31, 2027 as provided and recommended by the Elementary Principal and Superintendent.

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

Fall Coaches

BE IT RESOLVED to approve the following fall coaches for the 2024-2025 school year, as presented, contingent upon sufficient participants, as recommended by the Athletic Director and Superintendent.

Discussion was held on the participation numbers.
Moved by: Jones
Seconded by: Choe
Ayes: 5 Nays: 0 Absent: 0 Motion carried.

C. Abolishment of a Position

Non-Instructional Position—RECOMMENDED ACTION—Motion to abolish the non-instructional behavior specialist position effective June 30, 2024 as recommended by the Director of PPS and Superintendent.

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

8.2 Committee on Special Education and Preschool Special Education

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

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

8.3 Class of 2024 Certification

BE IT RESOLVED to approve the class certification list for graduation contingent on each member completing all graduation requirements.

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

8.4 Annual Review of Required Policies

- #1014 – Code of Conduct *(This in in draft form)*
- #4330 – Investments
- #4510 – General Procurement Standards
- #5400 – Internet Safety
- #5430 – Digital Security Breach
- #5662 – School Food Service Program and Meal Charge
- #6430 – Drug Free Workplace
- #7005 – Student Attendance

Abolishment of a Position

CSE/CPSE

Class of 2024 Certification

Annual Review of Required Policies

8.5 Summer Curriculum Projects

BE IT RESOLVED to approve the summer curriculum development projects, as proposed, and as recommended by the Director of PPS, Director of Technology, principals and Superintendent.

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

Summer Curriculum Projects

8.6 Board of Education Meeting Dates

BE IT RESOLVED to approve the Board of Education meeting dates for 2024-2025 as proposed and as recommended by the Superintendent.

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

Board of Education Meeting Dates

8.7 Bus BOND Resolution

BE IT RESOLVED to adopt the bond resolution of the Hamilton Central School District authorizing the issuance and sale of serial bonds or notes in anticipation of such bonds in the aggregate principal amount of \$180,000 as recited in the attachment.

Moved by: Duclos
Seconded by: Choe

The approval of the foregoing resolution will be a roll vote as follows:

Mr. Choe Voting Aye
Mr. Duclos Voting Aye
Mrs. Phillips Voting Aye
Mrs. Jones, Vice President Voting Aye
Mrs. Jacobsen, President Voting Aye
Ayes: 5 Nays: 0 Absent: 0 Motion carried.

Bus BOND Resolution

8.8 Transportation Requests for 2024-2025

BE IT RESOLVED to approve the 2024-2025 non-public transportation request as recommended by the Superintendent.

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

Transportation Requests for 2024-2025

8.9 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 Deacons Fund - \$250.00 (*S.E.L. Program*)

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

Donations

8.10 Overnight Trip

BE IT RESOLVED to approve the FFA overnight trip from October 22-26, 2024, as provided and recommended by the Secondary Principal and Superintendent. The Board of Education reserves the right to cancel the trip if circumstances arise concerning the safety of the students.

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

Overnight Trip

9.0 INFORMATION AND CORRESPONDENCE

- 9.1 Superintendent’s Report
- 9.2 Administrative Reports
- 9.3 Athletics Update
- 9.4 Business Manager Report
- 9.5 Student Board Member Report
- 9.6 SEL Report
- 9.7 Knowledge Sharing
 - Elementary Steering Committee
 - Secondary Steering Committee
 - Inclusivity Committee
- 9.8 Advocacy Update
- 9.9 Board Update
 - Budget Vote Results
 - 2024 Senior Class Future Plans
 - Summer Office Hours - Starting July 1st, our offices will operate on a 4-day workweek (32 hours). One office will remain open every Friday with the exception of July 5th.
 - Policy Regulation #2020.7 – Annual Organizational Meeting

Information and Correspondence

10.0 COMMUNITY PARTICIPATION

There wasn’t any community participation at this time.

Community Participation

11.0 ADJOURNMENT

BE IT RESOLVED upon the recommendation of the Board Vice President to adjourn the regular meeting at 7:49 p.m.

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

Adjournment

Respectfully submitted,

Jodi Shantal
District Clerk