

BOARD OF EDUCATION
EDEN CENTRAL SCHOOL

REGULAR MEETING
7:00 P.M.

WEDNESDAY, SEPTEMBER 18, 2013
JR./SR. HIGH SCHOOL – CAFETERIA

ADMINISTRATIVE MEMORANDUM

I. **Call to Order.** Mr. Michael Byrnes will preside. Please call Mrs. Thomasulo if you cannot attend (992-3629). Mr. Byrnes leads in the Pledge of Allegiance.

Please turn off all cell phones

II. **Request to withdraw specific item(s) from consensus items.**

III. **Routine Actions – Approval of Consensus Items.** **RECOMMENDED MOTION:** “that the following consensus items be approved as listed in the Administrative Memorandum.”

A. **Approval of the Minutes of the August 12, 2013 Special Board of Education Meeting.** **RECOMMENDED ACTION:** Take necessary action and move for approval. (TM) (ENC)

B. **Approval of the Minutes of the August 21, 2013 Regular Board of Education Meeting.** **RECOMMENDED ACTION:** Take necessary action and move for approval. (TM) (ENC)

C. **Approval of the Revenue Budget Status Report.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Revenue Budget Status Report for the period ending June 30, 2013 be approved.” (TM) (ENC)

D. **Approval of the Revenue Budget Status Report.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Revenue Budget Status Report for the period ending August 31, 2013 be approved.” (TM) (ENC)

E. **Approval of the Treasurer’s Report.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Treasurer’s Report for the period ending July 31, 2013 be approved.” (TM) (ENC)

F. **Approval of the Treasurer’s Report.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Treasurer’s Report for the period ending August 31, 2013 be approved.” (TM) (ENC)

G. **Approval of the Multi Fund Warrant.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Multi Fund Warrant for the period ending August 31, 2013 in the amount of **\$414,515.68** be approved. This Warrant is broken down as follows: **General Fund portion \$366,221.21**, **Federal Fund portion \$94.60**, and **Trust & Agency Fund portion \$47,799.87.**” (TM) (ENC)

H. **Approval of the ACH/Wire/Transfer Warrant.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the ACH/Wire/Transfer Warrant for the period ending August 31, 2013 in the amount of **\$133,103.13** be approved. This Warrant is broken down as follows: **General Fund (Debt Service) portion \$131,965.63**, and **General Fund (Accrued Liabilities) portion \$1,137.50.**” (TM) (ENC)

- I. **Approval of the Accounts Payable Warrant.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Accounts Payable Warrant for the period ending August 31, 2013 in the amount of **\$28,720.96** be approved. This Warrant is broken down as follows: **General Fund portion \$28,385.51**, and **Federal Fund portion \$335.45.**” (TM) (ENC)
- J. **Approval of the Appropriation Status Report.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Appropriation Status Report for the period ending June 30, 2013 be approved.” (TM) (ENC)
- K. **Approval of the Appropriation Status Report.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Appropriation Status Report for the period ending August 31, 2013 be approved.” (TM) (ENC)
- L. **Approval of the Extraclassroom Activities Fund Report.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the Extraclassroom Activities Fund Report for the period ending August 31, 2013 be approved.” (TM) (ENC)
- M. **Approval of Budget Transfers.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the August 2013 Budget Transfers be approved as presented.” (TM) (ENC)
- N. **Accept Claims Auditor Report.** **RECOMMENDED MOTION:** “that the August 2013 Claims Auditor Report be accepted.” (DW) (ENC)
- O. **Approval of CSE/CPSE Recommendations.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the CSE/CPSE recommendations be approved.” (SA) (ENC)
- P. **Appoint Substitutes.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the following personnel are appointed as substitutes, provided that these appointments will not be effective and service to the District pursuant thereto shall not begin until there has been compliance with statutory and regulatory provisions for fingerprinting/certification and clearance for employment:

<u>Name</u>	<u>Area</u>	<u>Effective Date</u>	<u>Certification</u>	
1. Debbie Asboth	Teacher Aide	September 19, 2013	None	
2. Gabrielle Rodriguez	PK-12 Tch, HI	September 19, 2013	Math	
3. Amie Francisco	PK-12	September 10, 2013	P.E.	
4. Kerry Daley	PK-12, HI	September 19, 2013	Business/Mktg	(SA) (ENC)

- Q. **Appoint Supplemental Activity Advisors and Coaches for the 2013-2014 School Year.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the following personnel be appointed as Supplemental Activity Advisors and Coaches for the 2013-2014 school year, provided that these appointments will not be effective and service to the District pursuant thereto shall not begin until there has been compliance with statutory and regulatory provisions for fingerprinting/certification and clearance for employment.

See attached list.” (SA) (ENC)

R. Leave of Absence. RECOMMENDED MOTION:

1. Approve Leave of Absence Extension. RECOMMENDED MOTION: “that upon the recommendation of the Superintendent, a child-rearing leave of absence for **Olivia Doctor**, be extended through approximately November 22, 2013.” (SA) (ENC)
2. Approve Medical Leave of Absence. RECOMMENDED MOTION: “that upon the recommendation of the Superintendent, a medical leave of absence be approved for Teacher, **Mary Carlson Nowicki** effective September 3, 2013 through approximately March 7, 2014.” (SA) (ENC)
3. Approve Leave of Absence. RECOMMENDED MOTION: “that upon the recommendation of the Superintendent, an unpaid leave of absence be granted to Bus Driver, **Leon Granger** November 7-8, 2013.” (SA) (ENC)

Approximate position and time that the Board has designated to receive statements from individuals and groups. The Board will review all statements, then respond appropriately at a future meeting. All persons in attendance are required to sign the attendance sheet and designate their representation status; for example, a parent, teacher, bus driver, Chamber of Commerce, etc.

There is a two-minute time limit.

IV. New Business

A. Resignation. RECOMMENDED MOTION:

1. Accept Resignation. RECOMMENDED MOTION: “that upon the recommendation of the Superintendent, the resignation of Teacher Aide, **Claire Flynn**, be accepted effective August 22, 2013. The Board of Education and Administration wish to thank Ms. Flynn for her 1 year of service to Eden Central School District.” (SA) (ENC)
2. Accept Resignation. RECOMMENDED MOTION: “that upon the recommendation of the Superintendent, the resignation of Teacher Aide, **Kayla Zahm**, be accepted effective August 26, 2013. The Board of Education and Administration wish to thank Ms. Zahm for her 1 year of service to Eden Central School District.” (SA) (ENC)
3. Accept Resignation. RECOMMENDED MOTION: “that upon the recommendation of the Superintendent, the resignation of Maintenance Supervisor, **James Walters**, be accepted effective November 16, 2013. The Board and Administration wish to thank Mr. Walters for his 35 years of service to the District.” (SA) (ENC)

Note: Mr. Walters will use accrued vacation time from October 10th through November 15th, 2013. His last day of work will be October 9, 2013.

- B. Approve Memorandum of Understanding. RECOMMENDED MOTION: “that upon the recommendation of the Superintendent, a Memorandum of Understanding between the District and **Susan Schnaufer** be approved as presented.” (TM) (ENC)

C. **Appointments.** All appointments will not be effective and service to the District pursuant thereto shall not begin until there has been compliance with statutory and regulatory provisions for fingerprinting/certification and clearance for employment. **RECOMMENDED MOTIONS:**

1. **Appoint Administrative Intern.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, **David Kean** be appointed as an Administrative Intern for the 2013-2014 school year.” (SA)

Note: This is an unpaid position, and Mr. Kean will continue with his teaching duties.

2. **Appoint Teacher Aide.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, **Lory Mohan** be appointed on probation as a Teacher Aide effective September 19, 2013 and ending March 18, 2014. Salary is based upon **CSEA Contract, Level 4, Step 1.**” (SA) (ENC)

3. **Appoint Teacher Aide.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, **Kristen Morano** be appointed on probation as a Teacher Aide effective September 19, 2013 and ending March 18, 2014. Salary is based upon **CSEA Contract, Level 4, Step 1.**” (SA) (ENC)

4. **Appoint Cafeteria Monitor.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, **Deborah Smith** be appointed on probation as a Cafeteria Monitor effective September 19, 2013 and ending March 18, 2014. Salary is based upon **CSEA Contract, Level I, Step 1.**” (SA) (ENC)

5. **Appoint Safety Committee Representative.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, **Paul Shephard** be appointed to the Safety Committee as the Board of Education representative for the 2013-2014 school year.” (SA)

6. **Appoint .5 FTE Long-term Substitute Computer Teacher.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, **Susan Schnauer** be appointed as a .5 FTE Long-term Substitute Computer Teacher to replace **Mary Carlson Nowicki** effective September 19, 2013 through approximately March 7, 2014. Salary is based on **ETA Contract, Master’s, Step 6.**” (SA)

Note: Mrs. Schnauer will be filling in for Mrs. Nowicki full-time. Mrs. Schnauer’s position would then have to be covered by a part-time long-term substitute.

7. **Appoint .5 FTE Long-term Substitute Computer Teacher.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, **Kerry Daley**, who is initially certified as a Business & Marketing Teacher, be appointed as a .5 Long-term Substitute Computer Teacher to replace Susan Schnauer, effective September 19, 2013 through approximately March 7, 2014. Salary is based upon **ETA Contract, Master’s, Step 1.**” (SA) (ENC)

8. **Appoint Audit Committee Member.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, **Colin Campbell** be added to the Audit Committee for the 2013-2014 school year.” (SA)

D. **Approve Abolishment of LOTE Teacher Position.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the LOTE position held by **Jeffrey Meister**, who took a two-year leave of absence effective September 1, 2011 through August 31, 2013, be abolished and Mr. Meister be excessed.” (SA) (ENC)

E. **Accept Donation of Elliptical Machine.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the donation of an elliptical machine from Colleen Kot, valued at \$600, for use at the Eden Jr./Sr. High School be accepted.” (SA) (ENC)

F. **Accept Donation from Eden Police Department.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, a donation of equipment to be used for plant science be accepted from the Eden Police Department as presented.” (SA) (ENC)

G. **Approve Excessing of Equipment.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the following items be excessed and disposed of as the District deems necessary:

1. Realistic Phonograph Table, Model #LAB-310, Serial #7A4-00707
2. Pioneer Phonograph Table, Model #PL-600, Serial #02-209016AR,
3. Pacemaster Treadmill, Serial #809L97056
4. All American Football Scoreboard manufactured by General Indicator Corporation asset number 1132, purchased in 1977, and no longer functional.” (SA) (ENC)

Note: The scoreboard will be donated to Eden Little Loop Football for whatever spare parts they can salvage for their unit. This unit has been replaced by a new scoreboard donated to the district by Eden All Sports Boosters.

H. **Accept the External Audit Report.** **RECOMMENDED MOTION:** “that upon the recommendation of the Audit Committee, the External Audit as prepared by Drescher & Malecki, PC for the fiscal year ending June 30, 2013 be accepted as presented.” (TM)

I. **Approve Transfer of Funds.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, \$20,000 be transferred from the Unemployment Reserve Fund to the General Fund to cover first quarter billing for unemployment benefits.” (TM) (ENC)

J. **Approve Transfer of Funds.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, \$29,573.00 be transferred from the Capital Repair Fund to the General Fund as per the May 21, 2013 Budget Proposition Vote approving the Catalytic Converter work for the Co-generation Plant.” (TM)

K. **Approve Budget Increase.** **RECOMMENDED MOTION:** “that upon the recommendation of the Superintendent, the 2013-2014 budget be increased by \$229.48 to \$25,728,838.92 to account for increased revenues.” (TM) (ENC)

Note: The District received: Target \$189.09 for GLP, Abibow Recycling \$19.05 for GLP; Abibow Recycling \$21.34 for Eden Jr./Sr. High School.

V. **Information and Proposals.**

A. From Administration and Staff

B. Business Report

1. Budget Advisory Team
2. Tax Cap
3. Transportation & Buses

C. Superintendent's Report

1. Scoreboard and speakers
2. Data Dashboard
3. Parent Reports

D. Board Report

VI. Future Dates

- A. Regular Board of Education Meeting – Wednesday, October 16, 2013 – 7 p.m. – Jr./Sr. High School Cafeteria.

VII. Executive Session. RECOMMENDED MOTION: “that the Board of Education enter executive session to discuss the employment history of a particular person and collective bargaining with the Civil Service Employees Association.”

Adjourn

SA:TM:bjt