

REMSEN CENTRAL SCHOOLBOARD OF EDUCATION
RE-ORGANIZATIONAL MEETING & REGULAR MEETING
JULY 9, 2019 – 7:00 P.M.

MINUTES

MEMBERS PRESENT: Mary Lou Allen, James Reilly, Mark Williams, Brian Parent,
Stephanie Karis

MEMBERS ABSENT: None

OTHERS PRESENT: Tim Jenny, Kristy McGrath, Lou D’Ambro, Tom Waldron,
Catherine Chandler, Kevin Roberts, Jack Roepnack of
Construction Associates, RCS staff members and members of the
Remsen community.

Annual reorganizational meeting was called to order by Catherine Chandler, District Clerk at 7:00 p.m.

The Oath of Faithful Performance in Office was administered to newly elected board member, Stephanie Karis (5 year term) by Mrs. Chandler, District Clerk.

Motion by Mark Williams, second by James Reilly to nominate Mary Lou Allen for Board of Education President. No other nominations for President. Unanimous vote

Motion by Mark Williams, second by Mary Lou Allen to nominate James Reilly for Board of Education Vice President. No other nominations for Vice President. Unanimous vote

Oath of faithful performance in office administered to both Mary Lou Allen as President and James Reilly as Vice President.

Disclosure of Interest in Matters Before the Board – James Reilly stated that his wife, Anne Reilly, is a district employee.

Motion by Brian Parent, second by James Reilly:

“RESOLVED, that the Board of Education appoint the following officers for the period July 1, 2019 – June 30, 2020: Catherine Chandler, District Clerk with Lou D’Ambro to act in the absence thereof; Lou D’Ambro as Assistant Superintendent for Business with Superintendent Timothy Jenny to act in the absence thereof; Wendy Gaspa as Tax Collector and Mary Jane Keener as Internal Claims Auditor.”

Unanimous vote

Motion by James Reilly, second by Brian Parent:

“RESOLVED, that Assistant Superintendent for Business be authorized to invest school district funds, in accordance with Education Law and other pertinent regulations for the period July 1, 2019 - June 30, 2020.”

“RESOLVED, that Adirondack Bank issue two (2) district credit cards, each with a limit of \$1,500.00 for the Superintendent of Schools and Assistant Superintendent for Business.”

“RESOLVED, that Adirondack Bank be approved as district bank depository for the period of July 1, 2019 – June 30, 2020.”

“RESOLVED, that a petty cash fund up to the amount of \$100.00 be authorized, and that the Assistant Superintendent for Business is appointed to oversee these funds.”

“RESOLVED, that the Rome Sentinel be designated as the official district newspaper for the period of July 1, 2019– June 30, 2020.”

“RESOLVED, that the regular business meeting of the Board of Education will be held on the second Tuesday of each month at 7:00 p.m. in the Elementary Media Center (July and August meetings in the JSHS Media Center) with special meetings called as necessary, for the period July 1, 2019 - June 30, 2020, with exceptions which must be published in advance according to the Open Meetings Law.”

“RESOLVED, that any two (2) of the following four persons be authorized to sign extra-curricular checks: Mary Jane Keener, Extra-Curricular Treasurer, Lou D’Ambro, Assistant Superintendent for Business, Kristy McGrath, High School Principal or Timothy Jenny, Superintendent of Schools, for the period of July 1, 2019 - June 30, 2020.”

“RESOLVED, that the Board of Education authorizes the single signature of the Assistant Superintendent for Business, or Superintendent of Schools on all district checks for the payment of all salaries, bills, expenses, obligations, and liabilities of the Remsen Central School District.”

“RESOLVED, that the Board of Education appoint the following as the Remsen Central School Committee on Special Education for the period of July 1, 2019 - June 30, 2020: Fay Harper or designee of CSE Chairperson, as CSE Chairperson; Timothy Jenny, Kristy McGrath, or Gary Winghart, Administrator; Special Education Teacher; General Education Teacher when appropriate; parent member upon request; Dr. Christopher Alinea, school physician, upon request, and Fay Harper or BOCES professional school psychologist.”

“RESOLVED, that the Board of Education appoint the following as the Remsen Central School Committee on Preschool Special Education for the period of July 1, 2019– June 30, 2020: Fay Harper or designee by CPSE Chairperson, as CPSE Chairperson; Representative from evaluating agency; child’s teacher (if child has one); parent member upon request; County Representative (invited); and Licensed or Certified professional from the Department of Health’s Early Intervention Program if child is transitioning from the Early Intervention Program from County of Child’s Residence; and BOCES Pre-School Coordinator.”

“RESOLVED, that the Board of Education appoint New York State Education Department approved individuals as Impartial Hearing Officers for the period July 1, 2019 - June 30, 2020.”

“RESOLVED, that the Superintendent is authorized to certify payroll during the period of July 1, 2019– June 30, 2020.”

“RESOLVED, that the Superintendent is authorized to approve workshops, meetings, conferences and horizontal promotion credit hours for staff members during the period of July 1, 2019– June 30, 2020.”

“RESOLVED, that the Superintendent is authorized to make application to Federal Aided Programs during the period of July 1, 2019 – June 30, 2020.”

“RESOLVED, that an employee blanket bond be provided in the amount of \$1,000,000.00 on employees responsible for handling school district funds with an additional \$1,000,000.00 for the Assistant Superintendent for Business and tax collector during the period of July 1, 2019 – June 30, 2020.” Unanimous vote

Motion by Brian Parent, second by Mark Williams:

“RESOLVED, that D’Arcangelo & Co., LLP, Accountants be appointed as independent auditors for the period of July 1, 2019 – June 30, 2020.”

“RESOLVED, that Timothy McGill, Esq. be appointed as bond counsel for the period July 1, 2019 - June 30, 2020.”

“RESOLVED, that Bernard P. Donegan, Inc., be appointed as fiscal advisor for the period July 1, 2019 – June 30, 2020.”

“RESOLVED, that Mary Jane Keener be appointed as Extra-Curricular Treasurer for the period July 1, 2019 – June 30, 2020 at a stipend per contract with Remsen Teachers Association.”

“RESOLVED, that Timothy Jenny be appointed attendance officer for the period of July 1, 2019 – June 30, 2020.”

“RESOLVED, that Lucinda Roberts be appointed to the position of Purchasing Agent, with the Superintendent, Timothy Jenny, to act in the absence thereof, for the period of July 1, 2019 – June 30, 2020.” The Superintendent and Assistant Superintendent for Business will be the authorized representatives designated to enter into contracts with vendors.

“RESOLVED, that Christopher Alinea, M.D., be appointed school physician for the period of July 1, 2019 – June 30, 2020.”

“RESOLVED, that the Catherine Chandler, District Clerk, be appointed Records Access Officer for the period of July 1, 2019 – June 30, 2020.”

“RESOLVED, that the Superintendent of Schools, Timothy Jenny, be appointed Records Management Officer for the period of July 1, 2019– June 30, 2020.”

“RESOLVED, that Kevin Roberts be appointed Asbestos Designee for the period of July 1, 2019 – June 30, 2020, pending certification renewal.”

“RESOLVED, that Kristy McGrath and Gary Winghart be appointed Title IX Compliance Officers for the period July 1, 2019 - June 30, 2020.”

“RESOLVED, that the Board of Education appoint Emily Laurey (Elementary) and Kathleen Nebush (High School) as DASA Coordinators for the 2019-2020 school year.”

Unanimous vote

Motion by Brian Parent, second by James Reilly:

“RESOLVED, that the Board of Education appoint Kohn & Moseman of Remsen, NY as school attorneys for the period July 1, 2019 – June 30, 2020.” Unanimous vote

Motion by Brian Parent, second by Mark Williams:

“RESOVLED, that the Board of Education appoint Ferrara Fiorenza PC of Syracuse, NY as school attorneys for the period July 1, 2019 – June 30, 2020.”

Vote: 4 yes

1 no (J. Reilly)

Motion by Brian Parent, second by Mark Williams:

“RESOLVED, that King + King be appointed as school architects for the period July 1, 2019 - June 30, 2020.”

Vote: 4 yes

1 no (J. Reilly)

Motion by Brian Parent, second by Mark Williams:

“RESOLVED, that the rate for approved mileage during the period of July 1, 2019 – June 30, 2020 for district employees will be the IRS standard mileage rate.” (As of January 1, 2019, rate is \$0.58 per mile)

“Be it RESOLVED, that the Board of Cooperative Educational Services, Box 70, New Hartford, N.Y., will represent Remsen Central School in the cooperative bidding process for the period July 1, 2019 - June 30, 2020 and be it further

RESOLVED, that the Remsen Board of Education authorizes the above mentioned committee to represent it in all matters leading up to the entering into a contract for the purchase of certain commodities, and, be it further RESOLVED, that the Remsen Board of Education agrees to assume its equal share of the costs of the cooperative bidding and, be it further RESOLVED, that the Remsen Board of Education agrees:

- (1) to abide by the majority decision of the participating districts of quality standards;
- (2) that unless all bids are rejected, it will award contracts according to the recommendations of the committee;
- (3) that after the award of the contracts, it will conduct all negotiations directly with the successful bidders.

“RESOLVED, that the Board of Education re-adopt all policies in effect during the previous school year for the period July 1, 2019 - June 30, 2020.”

“RESOLVED, that rates for substitute teachers for the period July 1, 2019 - June 30, 2020 will be \$90.00/day for uncertified and \$100.00/day for certified.”

“RESOLVED, that rates for substitute school nurses for the period July 1, 2019 - June 30, 2020 will be \$18.20/hr for Registered Nurse.”

“RESOLVED, that the hourly rate for tutors for the period July 1, 2019 - June 30, 2020 will be \$16.00 per hour for non-certified teachers and \$24.00 per hour for certified teachers.”

“RESOLVED, that the Board of Education approve the following hourly rates for non-instructional positions for the period July 1, 2019 - June 30, 2020 as follows:

Field Trips and Extra- Curricular Bus Runs	\$19.24
Substitute Bus Driver	\$18.22
Substitute Monitor	\$11.80
Substitute Cleaner	\$11.80
Substitute Teacher Aide	\$11.80
Substitute Teacher Assistant	\$11.80
Substitute Clerical Worker	\$11.80
Substitute Mechanic	\$12.23
Substitute Bus Attendant	\$11.80
Substitute Grounds Worker	\$11.80

“RESOLVED, that the student breakfast and lunch prices are as follows for the period July 1, 2019 - June 30, 2020: K-12 Lunch - \$2.50 K-12 Breakfast -\$1.25 and \$0.60 for milk.”

“WHEREAS, Part 174 of the Commissioner’s Regulations prescribes the methodology to be used by public school districts in determining the tuition rate to be charged for a non-resident pupil attending a public school district and the State Education Department produces a Non-Resident Tuition Output Report of tuition rates annually to be used for billing purposes. Therefore, BE IT RESOLVED, that the Board of Education of the Remsen Central School District adopt the tuition rates as stated on the State Education Department Non-Resident Tuition Output Report, to be used for billing purposes in accordance with Part 174 of the Commissioner’s Regulations.”

“RESOLVED, that the Board of Education appoint Timothy Jenny, Superintendent of Schools, as District Liaison for the Education of Homeless Children and Youth.”

“RESOLVED that, Timothy Jenny, the Superintendent of Schools, be appointed as the representative to serve on the Oneida County Shared Services Panel for 2019-2020.”
Unanimous vote

Motion by James Reilly, second by Brian Parent:

‘RESOLVED, that the Board of Education approves minutes from meeting held on June 10, 2019; approve agenda dated July 9, 2019 with the following additions to Old Business: King + King Continuing Services Contract

NYS Comptroller’s Audit
Town of Remsen Contracts
BOE Summer Meeting Date

Unanimous vote

Motion by James Reilly, second by Brian Parent:

“RESOLVED, that the Board of Education approve warrants for payment; accept Treasurer’s and Budget Status Reports for the period ended May 31, 2019; accept Revenue Budget Status Report, Appropriation Status Report and Capital Fund Appropriation Status Report and approve budget transfers.” Unanimous vote

Kevin Roberts gave Facilities Report which included the following items:

- High School – moving several rooms; removed temporary walls built last year in two rooms to make two large rooms. Extensive repair, patching and painting in at least two rooms. Custodians and cleaners trying to accomplish annual summer cleaning while working around construction crews.
- Storage Building – in process of moving field and grounds equipment into the building. Working on punch list.
- Elementary Building – major construction ongoing. Teachers/staff boxed up their rooms with exception of bookcases and furniture which have been covered in plastic.
- Cafeteria/Gym floor in elementary building has issues. Roeppe representative on site today and took samples for testing.

Thomas Waldron gave Transportation Report which included the following items:

- Bus inspections were held June 20, 2019
- Summer Routes – Two students to New Hartford BOCES and one to Verona BOCES for summer school students. Town of Remsen Summer Program – July 9 – August 16, 2019 on Tuesdays and Thursdays from 12:00 – 4:00 p.m.
- New mechanic working on obtaining his CDL Bus License
- Grounds work ongoing

Jack Roepnack of Construction Associates gave Project Report which included:

- Bus Loop @ Elementary School work is underway
- High School bus lane in progress with some undercut required due to poor sub soil conditions. Encountered quite a few old utilities that had been abandoned.
- Softball Field – underdrain work has started

- Athletic Track – asphalt paving completed on 6/25. We are on Nagle Athletic Surfaces to have rubber topping installed.
- New site lighting installed and is operational
- Fiber optic line conduit installed between High School and Elementary School.
- Storage Building – pass doors installed; minor work remains for final completion.
- High School – lockers installed in Boys Locker Room; Girls Locker Room tile installed on shower room walls and flooring installation has begun
- HVAC work ongoing
- Plumbing piping for 36 and 58 wings domestic water ready for testing with Boiler Room water modifications to follow.
- Kitchen ceiling removal has started
- Fire Alarm work moved to devising the classrooms and making final tie-ins.
- Elementary school – abatement of sinks complete; spline ceilings removed; door replacements progressing; roofing work begun
- Smart Bond – fiber optic line between schools scheduled to be installed
- 2019 Capital Outlay Project – flooring installed but has develop wrinkles in some areas.
- Roeppel Technical division will be testing sample of flooring installed.
- 2017 Capital Outlay Project – concrete pads located behind JSHS

Gary Winghart’s written Report to the Board of Education, handed out to board members, included the following:

- R4K Summer Camp – July 9 – July 30 @ First United Methodist Church
- STEM/STEAM – August 5-August 9 @ Remsen Arts Center and August 12-August 15 @ Library
- Evening of Excellence held on June 24th
- Moving Up Ceremonies held on Jun3 24 for Grade 6 and June 25 for Pre-K

Motion by Brian Parent, second by Mark Williams to go into Executive Session at 8:15 p.m. for the sole purpose of discussion of personnel related matter.

Motion by Brian Parent, second by James Reilly to return to Regular Session at 8:57 p.m.

Old Business:

1. King + King Continuing Services clause
2. NYS Comptroller’s Audit
3. Town of Remsen – Bill for purchase of salt
4. Contract between Town/District
5. Summer Meeting Date – July 30, 2019

Motion by Brian Parent, second by James Reilly:

“RESOLVED, that the Board of Education accept recommendations of the Committee on Special Education from meetings held on June 11 and June 14, 2019.”

Unanimous vote

Motion by Brian Parent, second by James Reilly:

WHEREAS, Section 30-2.9 of the rules of the NYS Board of Regents requires certification of Lead Evaluators for the purpose of conducting evaluations of teachers and principals in accordance with the requirements of Section 3012-c of the NYS Education Law, which governs annual professional performance reviews; and

WHEREAS, the individuals identified below have successfully completed the training requirements prescribed under Section 30-2.9(b) of the Rules of the NYS Board of Regents; now, therefore:

BE IT RESOLVED, that the Board of Education does hereby certify that the following individuals have successfully met the requirements prescribed by the NYS Board of Regents as qualified lead evaluators:

1. Kristy McGrath
2. Gary Winghart

Unanimous vote

Motion by James Reilly, second by Mark Williams

“RESOLVED, that the Board of Education award bid for trash removal for 2019-2020 to Bliss Environmental Services, Inc. of Camden, NY for the amount of \$18,240.00.”

Unanimous vote

Motion by Brian Parent, second by Mark Williams:

“RESOLVED, that the Board of Education approve Remsen Central School District’s Professional Learning Plan for 2019-2022 together with Appendix B: Remsen Central School Mentoring and New Teacher Induction Program.”

Unanimous vote

Code of Conduct – First Read

Motion by Brian Parent, second by Mark Williams:

“RESOLVED, that the Board of Education appoint the following advisors for the 2019-2020 school year:

Grade 12 Advisor	Lauren Hazen
Grade 11 Advisor	Jodi Richard/Jamie Dening
Grade 10 Advisor	Scott Jones
Yearbook	Russ Haynes
Student Council	Lauren Hazen
National Honor Society	Melissa Obernesser
CTE Coordinator	Linda Smith
Drama Club	A.Dangler/C.Blovat
International Club	Laura Boyd
Journalism Club	Lauren Haley-Platt
FFA	Rayne Ives

Unanimous vote

Motion by Brian Parent, second by Mark Williams

“RESOLVED, that the Board of Education appoint Jo E. Ainley-Brand as long term substitute beginning September 3, 2019 and ending on or about October 15, 2019 to cover the leave of Melissa Obernesser.” Unanimous vote

Motion by Brian Parent, second by James Reilly:

“RESOLVED, that the Board of Education appoint Charlene Wilcox of Remsen, NY as uncertified substitute teacher for the 2019-2020 school year.” Unanimous vote

Motion by Brian Parent, second by James Reilly:

“RESOLVED, that the Board of Education appoint Cheryl Horn of Remsen, NY as substitute cleaner and substitute monitor.” Unanimous vote

Motion by Brian Parent, second by Mark Williams

“RESOLVED, that the Board of Education appoint Robin McCormack of Remsen, NY as Teacher Assistant effective September 3, 2019.” Unanimous vote

Motion by Brian Parent, second by James Reilly:

“RESOLVED, that the Board of Education appoint Adam DeGrace of Remsen, NY as Automotive Mechanic Helper at an hourly rate of \$18.01, effective July 10, 2019.” Unanimous vote

School Boards Institute Calendar for 2019-2020 given to Board for their information.

Motion by James Reilly, second by Mark Williams to return to Executive Session at 9:15 p.m. for discussion of personnel related matter

Motion by _____ second by _____
to return to Regular Session at _____ p.m.

Motion by _____ second by _____
to adjourn the meeting at _____ p.m.