

REMSEN CENTRAL SCHOOL BOARD OF EDUCATION
RE-ORGANIZATIONAL MEETING & REGULAR MEETING
JULY 14, 2020 – 7:00 P.M.

VIA VIDEO/WEB CONFERENCING-DISTRICT WEBSITE LINK

MINUTES

MEMBERS PRESENT: Mary Lou Allen – via video/web conferencing, Brian Parent, Mark Williams, Stephanie Karis, Patrick Nolan

MEMBERS ABSENT: None

OTHERS PRESENT: Timothy Jenny, Gary Winghart, John McKeown, Catherine Chandler, Kevin Roberts, Adam DeGrace, Kelly Runninger

Annual reorganizational meeting will be called to order by Timothy Jenny, Superintendent of Schools, at 7:00 p.m.

The Oath of Faithful Performance in Office will be administered to newly elected board member, Patrick Nolan (5 years) by Mrs. Chandler, District Clerk.

The Oath of Faithful Performance in Office will be administered to the Superintendent of Schools, Timothy Jenny.

Following the nomination and election of the Board President and Vice President, the oath of faithful performance in office will be administered to them.

Disclosure of Interest in Matters Before the Board. A member of the Board of Education and any officer or employee of the district, whether paid or unpaid, must publicly disclose the nature and extent of any interest they or their spouse have, will have or later acquire in any actual or proposed contract, purchase agreement, lease agreement or other agreement involving the school district (including oral agreements), to the governing body and his/her immediate supervisor (where applicable) even if it is not a prohibited interest under applicable law. Such disclosure must be in writing and made part of the official record of the school district. Disclosure is not required in the case of an interest that is exempted under Section 803(2) of the General Municipal Law. The term “interest” means a pecuniary or material benefit accruing to an officer or employee.

Motion by Brian Parent, second by Stephanie Karis:

“RESOLVED, that the Board of Education appoint the following officers for the period July 1, 2020 – June 30, 2021:

District Clerk, Catherine Chandler, with John McKeown to act in the absence thereof; School Business Administrator, John McKeown, with Superintendent to act in the absence thereof; Tax Collector – Wendy Gaspa and Internal Claims Auditor, Mary Jane Keener.” Unanimous vote

Motion by Brian Parent, second by Mark Williams:

Authorization for School Business Administrator to Invest Money:

“RESOLVED, that School Business Administrator be authorized to invest school district funds, in accordance with Education Law and other pertinent regulations for the period July 1, 2020 - June 30, 2021.”

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

Bank Depository: “RESOLVED, that Adirondack Bank be approved as district bank depository for the period of July 1, 2020 – June 30, 2021.”

Establishment of Petty Cash Fund: “RESOLVED, that a petty cash fund up to the amount of \$100.00 be authorized. The School Business Administrator is appointed to oversee these funds.”

Official Newspaper: “RESOLVED, that the Rome Sentinel be designated as the official district newspaper for the period of July 1, 2020– June 30, 2021.”

Meeting Dates and Times: “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, 2020 - June 30, 2021, with exceptions which must be published in advance according to the Open Meetings Law.”

Signatures: Extra-Curricular Account: “RESOLVED, that any two (2) of the following four persons be authorized to sign extra-curricular checks: Mary Jane Keener, Extra-Curricular Treasurer, John McKeown, School Business Administrator, Kristy McGrath, High School Principal or Timothy Jenny, Superintendent of Schools, for the period of July 1, 2020 - June 30, 2021.”

Signatures: District Accounts: “RESOLVED, that the Board of Education authorizes the single signature of the School Business Administrator, 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.”

Designation of Committee on Special Education: “RESOLVED, that the Board of Education appoint the following as the Remsen Central School Committee on Special Education for the period of July 1, 2020 - June 30, 2021: 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, School Psychologist.”

Designation of Committee on Preschool Special Education: “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, 2020– June 30, 2021: 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.”

Impartial Hearing Officers - “RESOLVED, that the Board of Education appoint New York State Education Department approved individuals as Impartial Hearing Officers for the period July 1, 2020 - June 30, 2021.”

Authorization for Superintendent to Certify Payroll: “RESOLVED, that the Superintendent is authorized to certify payroll during the period of July 1, 2020– June 30, 2021.”

Authorization for the Superintendent to Approve Workshops and Conferences: “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, 2020– June 30, 2021.”

Authorization for the Superintendent to Apply for Federal Aid Programs: “RESOLVED, that the Superintendent is authorized to make application to Federal Aided Programs during the period of July 1, 2020 – June 30, 2021.”

Employee Blanket Bond: “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 School Business Administrator and tax collector during the period of July 1, 2020 – June 30, 2021.”
Unanimous vote

Motion by Mark Williams, second by Brian Parent:

Independent Auditors: “RESOLVED, that D’Arcangelo & Co., LLP, Accountants be appointed as independent auditors for the period of July 1, 2020 – June 30, 2021.”

School Attorneys – “RESOLVED, that Kohn & Moseman of Remsen, N.Y. and the firm of Ferrara Fiorenza PC, of Syracuse, N.Y. as school attorneys for the period of July 1, 2020 – June 30, 2021.”

Bond Counsel - “RESOLVED, that Timothy McGill, Esq. be appointed as bond counsel for the period July 1, 2020 - June 30, 2021.”

Fiscal Advisor – “RESOLVED, that Bernard P. Donegan, Inc., be appointed as fiscal advisor for the period July 1, 2020 – June 30, 2021.”

School Architects – “RESOLVED, that King & King be appointed as school architects for the period July 1, 2020 - June 30, 2021.”

Extra-Curricular Treasurer: “RESOLVED, that Mary Jane Keener be appointed as Extra-Curricular Treasurer for the period July 1, 2020 – June 30, 2021 at a stipend per contract with Remsen Teachers Association.”

Attendance Officer: “RESOLVED, that Timothy Jenny be appointed attendance officer for the period of July 1, 2020 – June 30, 2021.”

Purchasing Agent: “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, 2020 – June 30, 2021.” The Superintendent and School Business Administrator will be the authorized representatives designated to enter into contracts with vendors.

School Physician: “RESOLVED, that Christopher Alinea, M.D., be appointed school physician for the period of July 1, 2020 – June 30, 2021.”

Records Access Officer: “RESOLVED, that Catherine Chandler, District Clerk, be appointed Records Access Officer for the period of July 1, 2020 – June 30, 2021.”

Records Management Officer: “RESOLVED, that the Superintendent of Schools, Timothy Jenny, be appointed Records Management Officer for the period of July 1, 2020– June 30, 2021.”

Asbestos Designee: “RESOLVED, that Kevin Roberts be appointed Asbestos Designee for the period of July 1, 2020 – June 30, 2021, pending certification renewal.”

Title IX Compliance Officers: “RESOLVED, that Kristy McGrath and Gary Winghart be appointed Title IX Compliance Officers for the period July 1, 2020 - June 30, 2021.”

DASA Coordinators: “RESOLVED, that the Board of Education appoint Emily Laurey (Elementary) and Kathleen Nebush (High School) as DASA Coordinators for the 2020-2021 school year.”

Technology Integration Leader – “RESOLVED, that the Board of education appoint Gary Winghart, as Technology Integration Leader for the 2020-2021 school year with an annual stipend in the amount of \$3,000.”

Data Security Officer and Data Leader –“RESOLVED, that the Board of Education appoint Kristy McGrath, as Data Security Officer and Data Leader for the 2020-2021 school year with an annual stipend in the amount of \$3,000.”

Unanimous vote

Motion by Brian Parent, second by Stephanie Karis:

Mileage Rate: “RESOLVED, that the rate for approved mileage during the period of July 1, 2020 – June 30, 2021 for district employees will be the IRS standard mileage rate.” (As of January 1, 2020, rate is 57.5 cents per mile)

Authorization for Cooperative Bidding: “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, 2020 - June 30, 2021 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.

Re-Adoption of All Board of Education Policies: “RESOLVED, that the Board of Education re-adopt all policies in effect during the previous school year for the period July 1, 2020 - June 30, 2021.”

Substitute Teacher Rates - “RESOLVED, that rates for substitute teachers for the period July 1, 2020 - June 30, 2021 will be \$90.00/day for uncertified and \$100.00/day for certified.”

Substitute School Nurse Rates -“RESOLVED, that rates for substitute school nurses for the period July 1, 2020 - June 30, 2021 will be \$18.20/hr. for Registered Nurse.”

Substitute Tutoring Rates - “RESOLVED, that the hourly rate for tutors for the period July 1, 2020 - June 30, 2021 will be \$16.00 per hour for non-certified teachers and \$24.00 per hour for certified teachers.”

Non-Instructional Substitute Rates - RESOLVED, that the Board of Education approve the following hourly rates for non-instructional positions for the period July 1, 2020 - June 30, 2021 as follows:

- Summer Send-Off Video made by all elementary staff to say good-bye and have a good summer to elementary students

Kristy McGrath, JSHS Principal, on vacation this week. Her written report discussed graduation on June 28, 2020. All Juniors and Seniors informed in early July, via mailed letters, emails and website that the Prom cancelled due to COVID restrictions and concerns. Summer school held on-line.

Facilities Report given by Kevin Roberts included the following items:

- Smart Bond Project – still waiting for card access reader at HS kitchen door
- Capital Improvement Project – Facilities Committee has determined the HS 10,000 gallon underground fuel oil storage tank replacement, HS stage improvements, elementary storm water drainage issues and elementary ceiling tile/grid replacements are the top priority items.
- Current Capital Outlay Project – Health & Fitness Center renovation project nearly complete. Mirrors installed. Punch list items are being worked on with painting/patchwork the only remaining item to be completed.
- Previous Capital Outlay Project – Replacement exterior doors still outstanding with crew scheduled to be onsite 7/27/20 to install new doors.

Transportation Report given by Adam DeGrace included the following:

- Bus inspections will be done end of July. Up to date on service
- Bus 90 will be removed from our inspection schedule as is up for replacement
- One driver working summer food run which is the only run we have

Motion by Stephanie Karis, second by Mark Williams:

WHEREAS, on June 11, 2013, Renee Morrison was appointed on tenure in the tenure Area of “Literacy (Birth-Grade 6)”, and

WHEREAS, it has been brought to the Board’s attention that “Literacy (Birth-Grade 6)” is not a tenure area recognized by Part 30-1 of the Regents Rules, and

WHEREAS, the Board has been advised by the Superintendent of Schools that since September 1, 2014, Renee Morrison has worked fulltime in the Elementary Tenure area, and

WHEREAS, Renee Morrison has provided the Superintendent with a written agreement that her tenure area since September 1, 2014 should be classified as Elementary Education,

NOW, THEREFORE, IT IS RESOLVED that the minutes of the June 11, 2013 board meeting are amended to state that Renee Morrison is appointed on tenure in the Remedial Reading tenure area effective September 1, 2013; and it is further

RESOLVED, that Renee Morrison is deemed to have been given a probationary appointment in the tenure area of Elementary Education effective September 1, 2014 and it is Further

RESOLVED, THAT Renee Morrison is retroactively appointed on tenure in the tenure area of Elementary Education as of September 1, 2016.

Unanimous vote

Motion by Brian Parent, second by Mark Williams:

WHEREAS, on March 12, 2019, Jennifer LaBella was appointed on tenure in the tenure area of “Literacy (Birth-Grade 6)”, and

WHEREAS, it has been brought to the Board’s attention that “Literacy (Birth-Grade 6)” is not a tenure area recognized by Part 30-1 of the Regents Rules,

NOW, THEREFORE, it is RESOLVED that the minutes of the March 12, 2019 board meeting are amended to state that Jennifer LaBella is appointed on tenure in the “Remedial Reading” tenure area as of the date stated in the original resolution.” Unanimous vote

Motion by Brian Parent, second by Patrick Nolan:

“RESOLVED, that the Board of Education accept recommendations of the Committee on Special Education from meetings held on June 11 and June 15, 2020 and accept recommendations of the Committee on Preschool Special Education from meetings held June 15 and June 23, 2020.” Unanimous vote

Motion by Mark Williams, second by Stephanie Karis:

“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: Timothy Jenny, Kristy McGrath and Gary Winghart.” Unanimous vote

Motion by Brian Parent, second by Patrick Nolan:

“RESOLVED, that the Board of Education award bid for trash removal for 2020-2021 to Bliss Environmental Services, Inc. of Camden, NY for the annual amount of \$19,500.00.” Unanimous vote

Motion by Brian Parent, second by Stephanie Karis:

BOND RESOLUTION DATED JULY 14, 2020 OF THE BOARD OF EDUCATION OF THE REMSEN CENTRAL SCHOOL DISTRICT AUTHORIZING GENERAL OBLIGATION BONDS TO FINANCE THE ACQUISITION OF A SCHOOL BUS, AUTHORIZING BOND ANTICIPATION NOTES IN CONTEMPLATION THEREOF, THE LEVY OF TAXES IN ANNUAL INSTALLMENTS IN PAYMENT THEREOF, THE EXPENDITURE OF SUCH SUMS FOR SUCH PURPOSE, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the qualified voters of the Remsen Central School District, New York, at the annual meeting of such voters duly held on June 9, 2020, duly approved a proposition authorizing the levy of taxes to be collected in installments, in the manner provided by the Education Law, for the specific object or purpose hereinafter described; now therefore

BE IT RESOLVED BY THIS BOARD OF EDUCATION AS FOLLOWS:

Section 1. The Remsen Central School District has undertaken or shall undertake certain capital expenditures, as more particularly described in Section 3 hereof.

Section 2. The Remsen Central School District is hereby authorized to issue its General Obligation Serial Bonds in the aggregate principal amount of not to exceed \$53,000, pursuant to the Local Finance Law of New York, in order to finance the specific object or purpose described herein, and such amount is hereby appropriated therefor.

Section 3. The specific object or purpose to be financed pursuant to this resolution (hereinafter referred to as "purpose") is the acquisition of one 20-passenger school bus.

Section 4. It is hereby determined and declared that (a) the maximum aggregate cost of said purpose, as estimated by the Board of Education, is \$53,000, (b) the Remsen Central School District plans to finance the cost of said purpose entirely from funds raised by the issuance of said Bonds and the Bond Anticipation Notes hereinafter referred to, and (c) no money has heretofore been authorized to be applied to the payment of the cost of said purpose.

Section 5. It is hereby determined that the purpose is one of the class of objects or purposes described in Subdivision 29 of Paragraph a of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of said purpose is five (5) years.

Section 6. The Remsen Central School District is hereby authorized to issue its Bond Anticipation Notes in the aggregate principal amount of not to exceed \$53,000, and is hereby authorized to issue renewals thereof, pursuant to the Local Finance Law of New York in order to finance the purpose in anticipation of the issuance of the above described Bonds.

Section 7. It is hereby determined and declared that (a) there are presently no outstanding Bond Anticipation Notes issued in anticipating of the sale of said Bonds, (b) the Bond Anticipation Notes authorized hereby are not issued in anticipation for Bonds for an assessable improvement.

Section 8. It is hereby determined and declared that the Remsen Central School District reasonably expects to reimburse the general fund, or such other fund utilized, not to exceed the maximum amount authorized herein, from the proceeds of the obligations authorized hereby for expenditures, if any, from such fund that may be made for the purpose prior to the date of issuance of such obligations. This is a declaration of official intent under Treasury Regulation §1.150-2.

Section 9. The faith and credit of the Remsen Central School District, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such Bonds and Bond Anticipation Notes as the same respectively become due and payable. And annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. There shall annually be levied on all taxable real property of said School District, a tax sufficient to pay the principal of and interest on such obligations as the same become due and payable.

Section 10. The power to further authorize the issuance of said Bonds and Bond Anticipation Notes and to prescribe the terms, form and contents of said Bonds and Bond Anticipation Notes, subject to the provisions of this resolution and the Local Finance Law of New York, including without limitation, the consolidation with other issues, the determination to issue Bonds with substantially level or declining annual debt service, whether to authorize the receipt of bids in an electronic format, and to sell and deliver said Bonds and Bond Anticipation Notes, is hereby delegated to the President of the Board of Education or to the Vice President of the Board in the event of the absence or unavailability of the President. The President of the Board of Education and the District Clerk are hereby authorized to sign by manual or facsimile signature any Bonds and Bond Anticipation Notes issued pursuant to this resolution, and are hereby authorized to affix to such Bonds and Bond Anticipation Notes the corporate seal of the School District and to attest the same.

Section 11. This resolution, or a summary hereof, shall be published in full by the District Clerk of the School District together with a notice in substantially the form prescribed by Section 81.00 of said Local Finance Law, and such publication shall be in each official newspaper of the School District. The validity of said Bonds and Bond Anticipation Notes may be contested only if such obligations are authorized for an object or purpose for which said School District is not authorized to expend money, or the provisions of law which should be complied with, and an action, suit or proceeding contesting such validity, is commenced within twenty (20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

Section 12. This resolution shall take effect immediately upon its adoption.

Duly put to a vote as follows:

AYES (5)

NAYS (0)

Unanimous vote

Motion by Mark Williams, second by Brian Parent:

“RESOLVED, that the Board of Education appoint the following extra-curricular coaches and advisors for 2020-2021:

EXTRA-CURRICULAR COACHES

Girls Varsity Soccer	James Wilder
Volunteer Girls Varsity Soccer Assistant (Unpaid)	Jamie Dening
Boys Varsity Soccer	Nick Byrne
Cross Country	Fay Harper
Boys Modified Soccer	Scott Jones
Boys Varsity Basketball	Jim Wilder
Varsity Volleyball	Gregory Roos
Indoor Track	John Bunker
JV Volleyball	Amy Piaschyk
Modified Basketball	Scott Jones
Modified Volleyball	Carina DeSimone/ Jodi Richard (split stipend)
Varsity Baseball	Jim Wilder
Varsity Softball	John Glass
Girls' Varsity Track	Jamie Dening
Boys' Varsity Track	John Bunker
Varsity Golf	Katey Secor
Modified Softball	Michele Izzo
Boys JV Basketball	Ryan Helmer

EXTRA-CURRICULAR ADVISORS

12 th Grade Advisor	Jamie Dening
11 th Grade Advisor	Richard Gallo
10 th Grade Co-Advisors	Michele Izzo/Jamie Dening (split stipend)
FFA	Rayne Ives
HS Drama Club (Play/Musical)	Anthony Dangler
Yearbook	Russ Haynes
HS Student Council	Lauren Carpenter
Mathletics	Lauren Carpenter
National Honor Society	Melissa Obernesser
International Club	Laura Boyd/Michele Izzo (split stipend)
Mock Trial/UN	Nicole Brockway
CTE Coordinator	Linda Smith
Ski Club Grades 5-12	Richard Gallo
Elementary STEAM Club	Amy Piaschyk
EL Drama Club (Play/Musical)	Caitlin Fenton
Elementary Student Council	Kelly Runniger/Janell Tavenner (split stipend)

EXTRA-DUTY POSITIONS

Athletic Director	Dale Dening
Extra-Curricular Treasurer	Mary Jane Keener
Internal Claims Auditor	Mary Jane Keener

Unanimous vote

Motion by Brian Parent, second by Mark Williams:

“RESOLVED, that the Board of Education accept the retirement notice of Monica E. Sanger, effective July 21, 2020, with thanks for her 20 + years of service to the district.”

Unanimous vote

Motion by Brian Parent, second by Stephanie Karis:

“RESOLVED, that the Board of Education of the Remsen Central School District amend the Elementary Principal’s Terms and Conditions Agreement for Gary Winghart to a twelve (12) month work year.”

Unanimous vote

Information & Correspondence given to the Board of Education included the following:

Remsen Alumni Association Letter
Thank You – Betty Synakowski
School Boards Institute Calendar for 2020-2021

Board Forum - Mary Lou thanked everyone for their hard work in making the end of the school year work for all. Stephanie thanked Mr. Jenny and Mr. Winghart for making the 6th grade graduation happen for the students. Mark stated that a great job was done on the yearbook. Patrick enjoyed the videos of the students. Brian had received positive feedback on the High School Graduation. Thank you to the administrative team.

Mr. Jenny welcomed John McKeown as our new business administrator. Welcome to our newest board member, Patrick Nolan.

Motion by Mark Williams, second by Brian Parent to adjourn the meeting at 8:10 p.m.