

**West Valley Central School Board of Education
Official Minutes**

Regular Meeting May 11, 2020 Zoom meeting due to COVID restrictions

Members Present: Niesyty, Ploetz, Kent, Cizdziel, Kowalski

Members Absent: Samborski, Harmony

Others Present: Lawton, Amodeo, O'Brien, Boberg

I. CALL TO ORDER

The regular meeting was called to order at 7:03pm by Timothy Ploetz, Board of Education President presiding.

II. PLEDGE OF ALLEGIANCE to the UNITED STATES FLAG

III. Moved by Niesyty, seconded by Kowalski to **ADOPT** the **AGENDA** as follows:

Additions: none

Deletions: none

Changes: none

5 ayes, 0 nays, motion accepted

IV. Correspondence/BOE information

Eric Lawton shared a letter that is not addressed to the BOE but he wanted to share it with the board. The letter is from a parent to Bryan Hansen. It states that they were not sure if he was still in charge of the newsletter. They wanted to let him know that it was a fantastic newsletter this month. It always is, but this month every page is saturated with greatness that our staff and students have done at WVCS. I have been watching how different schools are operating during this time and I'm so very impressed with our school, family and community. WVCS raised the bar for sure, from what I see in here This is just the kind of newsletter the community needs to see. To see the school thriving, despite the challenges of these times, and to see the teachers and staff and their dedication for the students. Even our school nurse is taking active roles to help others. It's amazing. Thank you for putting that together so well. I couldn't stop smiling the whole time I was reading it. The rest of the letter was more specifically addressed to Bryan. This was such a great way to say thank you to Bryan and all of our teachers for all the hard work they put into putting that newsletter together.

V. BOARD COMMENTS

Within this section of the agenda, the Board of Education or Administration may take the opportunity to comment on matters of interest or concern.

VI. PRESENTATIONS

none

VII. REPORTS

A. Superintendent, Eric Lawton reported that Scott Payne met with all the superintendent's today and talked about one of the main topics which is graduation. How are we going to make that happen, and that is going to fall into a category of what will the county allow us to do and that is overseen by the state. We are meeting with the county representative from the health department on the 18th via zoom. He would not meet with the superintendents until after the 15th, which is supposed to be the end of the total lockdown. It sounds like the governor today is going to start backing off and four phases out of this lockdown. What I am hoping he will say, is based on our school and our enrollment that we will be able to come in, have one student in and their family, possibly come in and walk the stage, maybe take a video of that. We could record it all, put it together and do a video presentation later. Maybe they will let us on campus where we can do it out in front of the building you know keeping our social distancing and be able to hand out the diplomas across a table or something along those lines. Show the video on a couple of large screens. So, we have some planning to do and it is just beginning. But we really want to wait for that guidance, because there is no sense to start planning right now if we are going to come back in to school. Time and guidance will let us know what we can do. Had a two-week break at the end of the year. Time and guidance will let us know what we can do. Holding teachers to 180 days for the school year. Some districts have a real problem because they had a two-week break at the end of the school year. Two-week vacation planned in and they had to give them those two weeks. They had to come into work because the governor says he won't give the 180-day waiver unless all vacation was used up. At the end of the school year – Do you have to pay the teachers extra for the time they came in beyond the 180 days? Another example would be for some districts have that Friday before Memorial Day off. But if you don't use up all your vacation, you do not get granted the waiver. So, it is kind of puts them even further behind. What probably is going to happen but, will not know until the governor tells us to back off those days that would have put us over from June 26. But one thing we will continue to do during that time is provide the lunches for the students. We will not be serving food on Memorial Day, because it is a national holiday. On that week only we will send food out on Tuesday and Thursday. We did have the teachers come in, they cleaned out all of the locker rooms. Put things in bags and we set them in the gym alphabetically. The elementary teachers came in and cleaned out their rooms, put their student's names on bags and put in the gym to be delivered. Called parents to let them know we were going to be delivering the items collected unless them normally picked up food and we will give items then. We will do the same for the High School. Had a phone conversation with John Pfeffer regarding Memorial Day and what will happen with that. I do not see us receiving clearance to have the service on school property but will wait for guidance. I told John that I would be willing to go out and videotape the service and put on our website. Ann and I have a meeting scheduled with Young and Wright next week to talk about where we are with the project. We really have not met with them since this whole thing started. We want to look at the plans they have and what they can and can't do, there are still a lot of restrictions. They can still do some of the planning, please keep in mind as they put this together. This is

the overall wish list of everything we could want. The board will have the opportunity to look at that and narrow it down to what scope we feel is most appropriate for our district. I did send out something myself to the staff, a thank you letter basically an appreciation for what they have done and throughout the year. I'll send you a copy of it. I didn't send it out to staff yet. I throw a lottery ticket in the card also. On behalf of the staff I donate money to the food pantry because I really believe based on what I see from our staff. That's what they wanted, rather than get coffee mugs or anything else. I feel that they would rather see us supporting the community. This Saturday, posters and some other items will be delivered to their homes by our staff to 2020 graduates. Also, there will be a parade. I would like to thank the fire company for helping us out with that and leading the parade with a firetruck. We have a route all mapped out and vehicles will go by and blow horns and send good wishes to our seniors.

With our excess money we have this year we made a couple of purchases; one is the purchase of a new tractor. We do not have a loading dock in our district and there are semis that show up that don't always have a moveable platform on the back. In those cases right now we have to use our tractor and the forks to get up and let the pallets off the back of the truck and sometimes we have to counterweight are tracking, it doesn't have a lot of weight – it is a 30 horse. This tractor is a 40-horse tractor and would fulfill our needs. Four different dealerships that have different varieties of tractors got prices and they came out and looked at our old tractor for trade in value. We looked the bids over and went with New Holland at Larry Romance and Son. They were willing to give us \$9,000 for the old tractor which brought the price to \$22,000 for the new tractor. We had roughly \$35,000 set aside. We are coming in below what was thought could be spent. If there are no issues with that we can move forward with this purchase.

Regarding our budget we will be going out with a 1.03 reduction in the tax levy.

On the agenda is a couple of health and welfare services, two cooperative bids one for electricity and one for gas that will give us the best prices, updated budget calendar and no reason to go into executive session. Unless you want to discuss Dana Lembke and his tenure that we are going to be looking at the June 1 meeting. But other than that, I don't have anything for executive. We will next time. I'll be sending you out some contracts for staff. I'm sure our next meeting will have some reason under executive and I'll figure out by then, how to do that with ZOOM.

Tim Ploetz asked when the last day for meals from the school to our students will be delivered. Eric stated that they have not given us a specific date yet, but I am assuming it is going to be the last week of June. And this is what I'd want to do. We talked a little bit about, well, if the teachers are only going to certain number of days and I'm thinking that's not going to stop the kids from being hungry. So, if we have to cover a couple of lunches and breakfasts. I think it is well worth it for our community.

Is there talk about school ending early this year? Yea it might be what I'm looking at now, it might be five days or seven days, I have to go back and calculate it and once we know what the governor is going to say as far as the vacation time comes, so it looks like five or maybe seven days earlier where we won't be doing instruction anymore, maybe seven days. We have been discussing it with the union. Staff has been pretty amazing, and I mean, they rolled right along with not having the spring break.

Darla asks a question about the whole voting thing with absentee ballots. So, I got the postcard in the mail today about it. I was just wondering like how is that, do you guys know how that is going to work when they get sent back. Like how did the votes get tallied does it go to the Board of Elections like it typically would or like how are we handling that? Okay we were going to be mailing those out to every registered voter and they will have an envelope that will come back with that from the registered voter. One of the things that we've always done with registered voters is when they sign the poll book at a regular election it is them saying that they are who they are. By the signature we know who voted but not how. We did not want people to sign the back of an envelope that has their votes in so a number was put on the outside of the return envelope so we can still know who voted not just how. We mark off the number when it is returned and put it in the vault unopened. Later those envelopes will all go to two employees from the board of elections that we hire to open. AT 5 o'clock on election day they can start counting. We used three different colors for the items that need to be voted on, this will make separating easier. We will have our meeting at 7pm to certify the outcome of the vote. We have three people running for the board. For seat 1 Heather Klahn is running unopposed, seat 2 Charles Davis and Richard Gerlach are running.

B. Principal, Daniel Amodeo reported on the senior parade that we are really looking forward to on Saturday. We also set up a program on Facebook to adopt a senior where people can purchase something for a senior and those items will be delivered on Saturday also. The staff and I continue to meet weekly to continue to provide instruction via distance learning. Eric and I were able to update and submit a continuity of learning that the state required us to have done by May 4th. They then came back with some additional questions early this week, so we resubmitted once again. We are just moving forward by talking with parents, trying to make sure that the students stay engaged and participate with our distance learning plan. We have parent conferences scheduled with specific parents and families of students that we are concerned about. We really want to encourage their participation and move through the fourth quarter. We still need to figure out how we are going to calculate final course averages. Senior graduation and kindergarten graduation need to be prepared with state guidance. Kathy Vacanti is retiring from the district. This has caused a vacancy and we have posted for that position. The current situation makes it difficult to interview a teacher because we cannot hold an interview with the whole committee or do a lesson plan. We really value being able to see the candidate teach a lesson in front of students for 20 minutes. We will have to see what the end of May looks like and what we are able to do according to the state.

C. Business Official, Ann O'Brien reported on the budget. As of today, we still do not know what the situation is with the state aid. We keep hearing that they are supposed to let us know what type of reduction they are going to do. Around May 15 the federal government is supposed to be working on what if any kind of help we might get from them. This week I am not knowing how long that could take and what will come of it. I am basically putting together a budget together without knowing for sure what our revenues are going to be this year. I eliminated the Federal Cares Restoration Aid from

the estimated revenues and appropriated additional unreserved fund balance in the amount of \$91,792 to cover it. We still do not know how much midyear cuts will be. The last word the state put out was a cut of 20%. That is a significant amount of aid for this District. As of now, we do not know if there will be any assistance from the Federal Government to cover the 20% state aide cut. Overall, this budget keeps our current program in place. If we need to, we can always decrease expenditures in the future. The total proposed budget for the 2020-2021 is \$8,696,714. This is an increase of .81% over last year. The tax levy to support the budget is \$2,883,716, a decrease of 1.03% over last year. I have included budget assumption report. The report show how I arrived at the appropriated unreserved fund balance amount. The budget hearing will be done remotely. If people are watching and they have any questions, they can call, and we will get back to them individually with the answer to their questions. I am not really knowing how else we could do it. We are working on the budget newsletter. We are trying to get that out right away because people are going to start receiving absentee ballots soon. This way our voters are informed. The State keeps changing the rules on this vote. Call me anytime with any questions. Once we know for sure what is going on with the finances and the revenue, we can have more talks about how we are going to deal with that. It is probably going to go on for a while, similar to what happened after the recession and when it collapsed in 2008. The federal cares restoration money we are going to have to apply for that. The additional title money we will apply for that as well.

VIII. CONSENT AGENDA

A. Moved by Niesyty, seconded by Kent to approve the unofficial minutes from the March 9, 2020 regular meeting, January and February Treasurer’s report, budget status, revenue status, extra classroom activities; January and February Warrants and January and February bank reconciliations. 5 ayes, 0 nays, motion accepted

IX. PERSONNEL

none

X. OLD BUSINESS:

none

XI: NEW BUSINESS:

A. Moved by Kowalski, seconded by Niesyty that the Board of Education of the West Valley Central School District adopts the proposed 2020-21 budget in the amount of \$8,696,714 and the property tax report card. 5 ayes, 0 nays, motion accepted

B. Moved by Cizdziel, seconded by Niesyty to acknowledge entering into a contract of agreement for the purpose of providing Health and Welfare Services, computation of fees for services as per Section 912 of the Education Law, for children residing in West Valley Central School District and attending non-public schools in the Springville-Griffith Institute Central School District to begin on September 1, 2019 and to end on June 30, 2020. 5 ayes, 0 nays, motion accepted

C. Moved by Niesyty, seconded by Cizdziel to approve the following resolution for Cooperative Electricity Bid:

**GENERAL RESOLUTION
FOR THE PURPOSE OF
PARTICIPATING IN A COOPERATIVE BID COORDINATED BY
THE BOARD OF COOPERATIVE EDUCATIONAL SERVICES OF
ONTARIO, SENECA, WAYNE AND YATES COUNTIES
FOR**

Cooperative Electricity Bid WFL 2021-12

WHEREAS, The Board of Education, West Valley Central School District of New York State desires to participate in a Cooperative Bidding Program conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties from year to year or, until this Resolution is rescinded, for the purchase of supply of electricity. And...

WHEREAS, The Board of Education, West Valley Central School District of New York State is desirous of participating with The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties in the joint bid of the commodities and/or services mentioned below as authorized by General Municipal Law, Section 119-o... And...

WHEREAS, The Board of Education, West Valley Central School District of New York State has appointed The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties as representative to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Board of Education, West Valley Central School District of New York State and making recommendations thereon...
THEREFORE...

BE IT RESOLVED, That The Board of Education, West Valley Central School District of New York State and The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties hereby accepts the appointment of The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters related above... And...

BE IT FURTHER RESOLVED, That The Board of Education West Valley Central School District of New York State authorizes the above-mentioned Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters regarding the entering into contract for the purchase of the below-mentioned commodities and/or services... And...

BE IT FURTHER RESOLVED, That The Board of Education West Valley Central School District of New York State agrees to assume its equitable share of the costs incurred as a result of the cooperative bidding... And...

NOW, THEREFORE, BE IT RESOLVED, That The President of the Board of Education on behalf of the Board of Education, West Valley Central School District of New York State hereby is authorized to participate in cooperative bidding conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties for supply of electricity and if requested to furnish The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties an estimated minimum number of units that will be purchased by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties. The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties is hereby authorized to award cooperative bids to the bidder deemed to be the lowest responsive and responsible meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts.

5 ayes, 0 nays, motion accepted

D. Moved by Kent, seconded by Niesyty to approve the following resolution for Cooperative Natural Gas Bid:

**GENERAL RESOLUTION
FOR THE PURPOSE OF
PARTICIPATING IN A COOPERATIVE BID COORDINATED BY
THE BOARD OF COOPERATIVE EDUCATIONAL SERVICES OF
ONTARIO, SENECA, WAYNE AND YATES COUNTIES
FOR**

Cooperative Natural Gas Bid WFL 2021-19

WHEREAS, The Board of Education, West Valley Central School District of New York State desires to participate in a Cooperative Bidding Program conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties from year to year or, until this Resolution is rescinded, for the purchase of supply of natural gas. And...

WHEREAS, The Board of Education, West Valley Central School District of New York State is desirous of participating with The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties in the joint bid of the commodities and/or services mentioned below as authorized by General Municipal Law, Section 119-o... And...

WHEREAS, The Board of Education, West Valley Central School District of New York State has appointed The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties as representative to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Board of Education, West Valley Central School District of New York State and making recommendations thereon... THEREFORE...

BE IT RESOLVED, That The Board of Education, West Valley Central School District of New York State and The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties hereby accepts the appointment of The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters related above... And...

BE IT FURTHER RESOLVED, That The Board of Education West Valley Central School District of New York State authorizes the above-mentioned Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters regarding the entering into contract for the purchase of the below-mentioned commodities and/or services... And...

BE IT FURTHER RESOLVED, That The Board of Education West Valley Central School District of New York State agrees to assume its equitable share of the costs incurred as a result of the cooperative bidding... And...

NOW, THEREFORE, BE IT RESOLVED, That The President of the Board of Education on behalf of the Board of Education, West Valley Central School District of New York State hereby is authorized to participate in cooperative bidding conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties for supply of natural gas and if requested to furnish The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties an estimated minimum number of units that will be purchased by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties. The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties is hereby authorized to award cooperative bids to the bidder deemed to be the lowest responsive and responsible meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts.

5 ayes, 0 nays, motion accepted

E. Moved by Cizdziel, seconded by Kowalski to approve the Revised 2020-2021 Budget Development Calendar for COVID 19. 5 ayes, 0 nays, motion accepted

Tim Ploetz asked Carolyn earlier in the day to ask Eric if he could work on a self-evaluation. If we were going to go into Executive session on June 1st, we can discuss it then.

Kim Cizdziel states that there is a lot on their plates, and it might not be the best time to do that. Tim states that this was something that was going to be done in March. Kim states then COVID 19 happened. There is a lot of things going on behind the scenes with finishing up the school year. Steve Kowalski states that it might be better to do this during the summer when things are slower. Darla asks Eric what he thinks and Eric states that he could put something together. The problem I have with it is when we did the original plan. It was such a different world than it is now even like from the last year, looking at that plan from what this year was like. ... so many changes. It might be good information to get input from Steve and Kim before they leave because I have had the most time with them. Darla feels getting input from Kim and Steve would be beneficial. I will put something together.

Eric asked if he could make a comment on something else, there is a lot of money left in the senior class account but a lot in the senior class fund because that they couldn't go on their trip. We've had very strict guidelines on what they can use that money for. One of the things other schools are doing is their board came out and did a resolution. I will get a copy of it and share with you. It is money they earned in some form or another and it could be given to them in one form or another. This money would not necessarily mean that they would have to use it for school but maybe work. Maybe we can get that motion put on the June 1st agenda and get that account closed. Steve brought up maybe savings bond. Eric said that the only problem with a savings bond is you have to wait until it matures, which takes a while. Our students might need it now. They missed out on so much for their senior year.

XII: Moved by Kent, seconded by Niesyty to **ADJOURN** at 7:48pm.
5 ayes, 0 nays, motion accepted

District Clerk
Meeting minutes from transcribed dictation and audio