



**BARKER CENTRAL SCHOOL DISTRICT
Board of Education Meeting Minutes
Monday, December 12, 2022 - Board Room**

Present R. Atwater, D. Carnes, C. Gancasz, J. Harris, E. Gow, J. Sweeney, V. Voss

Excused None

Also Present J. Reimer, M. Carter, M. Eadie, C. Heiligenthaler, S. Kordish
Public: 1

Call to Order President Atwater welcomed everyone and called the meeting to order at 7:00 p.m.

**Approve
Agenda** The agenda was reviewed. Motion by Mr. Sweeney, seconded by Mrs. Weeks, to approve the agenda as presented.
Yes: 7, No: 0
Motion carried.

**Accept
Minutes** The Board reviewed the minutes. Motion by Mrs. Gancasz, seconded by Mrs. Gow, to accept the minutes as presented from the Regular Board Meeting dated of October 17, 2022.
Yes: 7, No: 0
Motion carried.

Public Forum None.

Presentations

Principal's Update – Mr. Carter

Mr. Carter reported on the various activities that have been occurring within the school from extracurricular activities such as sports, musical concerts, musical practice, to fun events during the day for the students. He commented there is a lot happening within the District. He noted that this week has the most events on campus during a week since Homecoming.

As a follow-up to last month's meeting and based on an inquiry of class counts relative to his report on assessment data, he then distributed class counts for the AP courses. He noted that some courses are not offered every year as the numbers would be too small. He noted that Christian Cornwell, Coordinator of Curriculum/Professional Learning & Assistant Principal, came in December 8, and will be in again on Tuesday to get situated before his start date of December 16.



Mr. Carter then discussed the change in the approval for future musical productions to address some concerns with this year's selections and reviewed how the process will be done moving forward. This new process resulted in Cinderella being approved for next year's musical.

Mr. Carter commented that as the holiday draws near he, as in the past, has had to make more calls to parents/guardians. Mrs. Gancasz inquired as to how absenteeism is this time of year for the students. Mr. Carter noted it is not bad with the students, and Mrs. McKee does a very good job monitoring absenteeism to let administration know if it is increasing or any potential issues. Mr. Reimer noted that RSV, flu and COVID are at higher rates right now and the Niagara County Department of Health and other agencies continue to push out information to the public with reminders how to best stay healthy. He also noted that an increased rate in absenteeism has been experienced from the staff being ill.

Director of Instructional Services Update – S. Kordish

Ms. Kordish noted that there has been a lot of activity for onboarding, such as establishing several new accounts for NYSED, WNYRIC, Frontline, STAC, PowerSchool, PCG, and setting up training sessions for her to complete. Ms. Kordish is now chairing all Special Education meetings for the District. She commented she was grateful for the time spent with Mrs. Godshall as she transitioned into her new role. She noted that she has reviewed numerous placements of students, what specific programs the District has to offer, and what out of district programs are available to Barker students. She plans to visit all out-of-district programs within the next few months. She discussed partnership with the Buffalo Center for Assistive Technology for an assistive technology evaluation. She is meeting families and students and building relationships throughout these processes.

Ms. Kordish discussed State Performance Plan (SPPs) Indicators #13 and #14, which are assigned by NYSED to Barker CSD this school year. NYSED Indicator #13 is Student Transition. The Special Education Compliance Review took place on December 8, 2022 as scheduled with Mrs. Godshall, and was recently changed from a self-review to a Quality Assurance Compliance Review. Ms. Kordish and Mrs. Godshall were verbally advised by the Quality Assurance Representative that there were six errors in the ten IEPs submitted in October, and her office is awaiting a written corrective action plan. She noted that the error was the use of one word, "will" vs. "goal", which was used based on an example provided by the training transition specialist. The IEPs will be edited to be in compliance. She discussed how Potsdam Institute for Applied Research (PIAR) has a program which monitors NYSED Indicator #14 Post School Outcomes, for students with individualized education programs as they transition out of school. Ms. Kordish has newly connected with PIAR and is following up on the next steps needed for this Quality Assurance Review.

The SIRS reports were completed and verified by Ms. Kordish and certified Friday, December 9th by Mr. Reimer ahead of the due date of January 9, 2023. Ms. Kordish explained the purpose of these reports which are a system for collecting student demographic, programs, assessment, and enrollment data, as well as teacher/staff and course information. This system and reports drive the amount of funding calculated for our District from the 611/619 SED funds.



Ms. Kordish noted that approximately 80% of the first quarter home school reports have been received and reviewed. She discussed the creation of one general email so the reports can be submitted to a centralized source which can be accessed by a few staff members to make it a more consistent process for parents/guardians and staff. She reported there are currently 23 families and 41 students in the District who are homeschooled.

Work groups for special education have been created to meet bi-weekly regarding the CSE referral process. She noted that Messrs. Carter and Cornwell were invited to attend also should they so choose.

Mr. Reimer commented that this is a scattering of the things Ms. Kordish is getting engaged with and she has done a fantastic job getting involved and understanding the numerous details of special education and data reporting, as well as the other components

Financial Update - C. Heiligenthaler

Ms. Heiligenthaler reported that last Friday, December 9, she took the funding check to the library which was in the amount of \$70,373.72 to date. The county will make the District whole in the Spring for the outstanding taxes due. She noted there continues to be a large amount of reports that are needed by the various agencies which she prepares. Currently she is working on The Every Students Succeeds Act (ESSA) Transparency Report which pertains to expenditures and is a detailed statement of the total funding allocation for each school in the District for the upcoming school budget year. This report is due by December 31, 2022 and only 200 schools have completed it to date this year. Ms. Heiligenthaler plans to file this at the end of this week. The information on this report ties back to the ST3 reporting too. Mr. Reimer stated that to get an understanding of the amount of reporting that is required of Ms. Heiligenthaler completes, he commented that it has doubled since the time he was a business administrator in 2014. He noted the great job Mrs. Heiligenthaler is doing with meeting all these requirements. She noted that Questar BOCES, in the capital region, is a great resource for many of the reports that need to be completed.

Parameters for 2023-2024 Budget Development and Review of Tax Cap Rules & Regulations - C. Heiligenthaler & M. Carter

Ms. Heiligenthaler and Mr. Carter reviewed the tax cap form for fiscal year ending June 30, 2024 to date. The two factors that determine the tax cap limit that could be used with a simple majority are the new building growth factor to be added on to the tax base which is minimal and the actual allowable growth factor which probably could be 2% as CPI is higher. Mr. Carter noted that last August the District decided the real property tax levy for year end 2023 would be \$4,918,750 which was a little less than what was allowable. The tax base growth factor and allowable levy growth factor in the calculation were estimated at 1.0077% and 1.0200 respectively, the PILOT's receivables as of year-end 2023 and 2024 are estimated at \$35,812 and \$36,519. As the District did not collect the \$75,069 it was allowed, the available carry-over from year end 2023 of that amount was applied, resulted in a tax levy limit before adjustments/exclusions of \$5,130,835 which equates to approximately 4.3% increase on the tax levy, without the carry-over it is approximately 3%. As such, the Board will need to decide what percentage levy they would like to use. Mr. Reimer noted that the real property tax line built into the long-term projections was a bit



higher this year to build the base but, going forward was projected at 2% annually and results in a balanced budget through 2027/2028. In 2028/2029 the District could experience a decrease if projections remain on track due to the loss of funding from the Energy Mitigation Fund. Mr. Reimer does not think as of today, the District would need to adjust the 2% levy projection until more is known on items such as the Energy Mitigation Fund, plant assessment, etc. and other items that would impact the fund balance. A determination could then be made when more information is known.

Mr. Reimer reviewed the capital fund and noted that if the proposed capital improvement project is approved, the fund would be replenished in 2-3 years. He was of the opinion currently to hold the course right now and begin preliminary discussion to the tax levy in upcoming months, especially once more is known about the foundation aid calculation and impact on the District.

Mr. Atwater inquired about if the plant's taxes would increase due to the work being done there. Mr. Reimer noted that most of the investment is for things in the plant which could not be taxed vs. improvements to the structure which could be, so he anticipated little change in the taxable value of the plant. If the plant tax value decreases, the result of the change would be picked up by the taxpayers, and that has to be considered. Mr. Reimer noted that the Budget Advisory Committee will also review and analyze this information for consideration for the Board. As the tax cap report is due to the State at the end of February, time to analyze the information will be allocated to the January and February meetings with a decision made at the February meeting.

Mr. Carter then discussed budget parameters, which the Board will review next month. He noted that Administration has discussed staffing, supplies, etc. on a continual basis. The process starts in January for supplies, etc. Ms. Heiligenthaler noted that every teacher completes a supplies requirement form which is reviewed based on needs and also supplies on hand. There are Federal funds set aside which will be utilized for replacement items that are needed in the District beyond typical supplies. Mr. Reimer asked the Board to think about and let him know, if there are currently areas that they would like to see more focused use of resources, time, and/or efforts applied to than in the past. Mr. Reimer noted that every percent change on this levy is roughly \$50,000 per year.

Mr. Atwater inquired about how many positions are funded by ARP. Mr. Reimer noted that there are three which are funded through 2023/2024. The current need and benefits of these positions continues especially coming out of COVID this year. The need down the road will continue to be reviewed as part of looking at all positions based on enrollment and class sizes. It is unknown at this time until the District determines the needs of the students and determination of growth and its cause. The forecasting takes into consideration this funding as well as retirements. Mr. Reimer noted that if one of the three teachers currently paid from the ARP grant is retained the general fund decreases from \$11.6 million of \$11.3 million with 2026/2027 being the last balanced budget year.

Mrs. Gow noted that to fully understand the levy analysis, it would be helpful to provide ratios of staff to students, aides, counselors, etc. Mrs. Voss also noted that it would be helpful to understand and know what resources are being put into enrichment. Mr. Reimer said he has that information and would provide to the Board for review.



Superintendent's

Information

Mr. Reimer provided an update on the various projects within the District. The capital outlay for the HVAC EPC will be done with the final review performed this week, and then the District will submit the paperwork to begin receiving building aid.

Mr. Reimer noted that the Fiscal Stress Designation review was performed and the District received the same designation this year as last, which he did not anticipate. He walked the Board through the reasons for the same designation which overall relates to timing and the categories within the analysis and the points assigned as a result. For the District the points assigned were primarily impacted by the restructuring of the reserves as the balance that was in it at the time of the review compared to the liabilities and monthly growth expenditures caused a flag. Basically, it was caused by the impact of the District receiving and being awarded funds from the federal government and/or stimulus after when the funds were spent and submitted for reimbursement. Overall, the District is in a better position financially than last year.

Mr. Reimer then distributed and reviewed the long-term projection analysis and the impact of the proposed capital improvement project should it be approved.

He commented that the strategic plan work needs to commence and as such, the values survey will be made available to the community to complete via the website. Information about the survey will be in the Banner with a link for individuals to utilize to complete the survey online. An all call regarding the link will also be done after The Banner is sent out.

Mr. Reimer noted that minimum wage will be increasing at the end of the month, and it will have an impact on some contracts as it will result in salary compression. Some contracts have a 2% increase built-in to address minimum wage increases for staff who could be impacted by the compression.

Mr. Reimer discussed the draft version of the regional calendar he received. He noted that two years ago the District did not have the same schedule as the regional calendar. Last year, the District followed the regional calendar. The structure of the last twelve weeks of the school year based on the regional calendar is a concern in Mr. Reimer's view given the lack of a breaks and also, that two days off need to be added to meet the required attendance days and contractual obligations. It is a long stretch for staff and students, especially at year-end. He noted the calendar will be reviewed with the unions and administration, brought for review in January with a decision needed in February by the Board.

With regard to the Capital Improvement Project vote, Mr. Reimer noted that if it is not passed, the Board will need to make decisions regarding next steps, such as go back and modify the project proposal, bring forth the same proposal again, or do something completely different. If the vote passes, the project kick-off meeting is tentatively set for Friday, with full design meetings commencing immediately, starting with staff to design spaces and meet the needs of the students, staff, and community moving forward.

Policies/Plans There were no additional changes or suggestions made to the policies being presented for first review which were:



5680	Safety and Security
5681	School Safety Plans
5682	Cardiac Automated External Defibrillators (AEDs) in Public School Facilities
5683	Fire Drills, Bomb Threats and Bus Emergency Drills
5684	Use of Surveillance Cameras in the School District
5690	Exposure Control Program
5691	Communicable Diseases
5692	Human Immunodeficiency Virus (HIV) Related Illnesses
5710	Transportation Program
5720	Transportation of Students
5730	School Bus Safety Program
5731	Idling School Buses on School Grounds
5740	Qualifications of Bus Drivers

The second reading of the policies listed below was performed:

5741	Drug and Alcohol Testing for School Bus Drivers and Other Safety-Sensitive Employees
5750	Bus Maintenance and Bus Replacement
5760	Use of School-Owned Vehicles
6110	Code of Ethics for Board Members and All District Personnel
6111	Testing Misconduct and Mandatory Reporting Requirements
6120	Equal Employment Opportunity
6121	Sexual Harassment of District Personnel
6122	Employee Grievances
6130	Evaluation of Personnel
6140	Employee Medical Examinations
6150	Alcohol, Drugs and Other Substances (School Personnel)
6151	Drug-Free Workplace

There were no changes to the policies as presented.

Motion by Mr. Sweeney, seconded by Mrs. Gow, to approve the policies noted above as presented.

Yes: 7, No: 0

Motion carried.

Education

Motion by Mrs. Gancasz, seconded by Mrs. Gow to approve the following books be declared excess property and that the Superintendent, or his designee, be authorized to dispose of said items: Science, Published by Macmillian McGraw-Hill in 2005, ISBN: # 0-02-281214-8/4, 49 student and 3 sets (3 books per set) of teacher textbooks along with related teacher resources and manuals.

Yes: 7, No: 0

Motion carried.



Motion by Mrs. Gancasz, seconded by Mrs. Gow to approve the Intermunicipal Cooperation Agreement between Barker Central School District and Royalton-Hartland Central School District for the sharing of opportunities and resources of Competitive Cheer for the 2022-2023 school year, July 1, 2022 - June 30, 2023

Yes: 7, No: 0

Motion carried.

**Personnel
Items**

Motion by Mr. Sweeney, seconded by Mrs. Voss to approve the resolution conferring tenure of Jessica Annable in the area of Teaching Assistant effective December 9, 2022 subject to that the employee must meet all requirements of the educational law and corresponding regulations

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby confers tenure upon Jessica Annable, Teaching Assistant tenure area effective December 9, 2022, subject to that the employee must meet all requirements of the educational law and corresponding regulations.

Yes: 7, No: 0

Motion carried.

Motion by Mr. Sweeney, seconded by Mrs. Voss to approve the acceptance of the resignation of Sean Ross as English Teacher for the purpose of retirement effective June 30, 2023 with commendation and regret.

Yes: 7, No: 0

Motion carried.

Motion by Mr. Sweeney, seconded by Mrs. Voss to approve the Teacher Mentor Coordinator appointment of Loriann Martell for the 2022-2023 school year with a stipend of \$250.00 for the year.

Yes: 7, No: 0

Motion carried.

Motion by Mr. Sweeney, seconded by Mrs. Voss to approve Aileen Gilbert as the mentor for Michelle Pask for the 2022-2023 school year at a rate of \$500.00 pro-rated.

Yes: 7, No: 0

Motion carried.

Motion by Mr. Sweeney, seconded by Mrs. Voss to approve the Special Education Teacher appointment for Sarah Bowman effective January 3, 2023 with a salary at Step 5, MA, \$48,796 prorated, probationary period from January 3, 2023 to January 2, 2027 as per the BTU Agreement.

Yes: 7, No: 0

Motion carried.

Motion by Mr. Sweeney, seconded by Mrs. Voss to approve the appointment of Bridget Moeller as a Substitute Teacher at the per diem rate, Substitute Teaching Assistant and Substitute Teacher Aide both at a rate of \$13.20 per hour, all appointments for grades 7-12, effective December 12, 2022.



Yes: 7, No: 0
Motion carried.

Motion by Mr. Sweeney, seconded by Mrs. Voss to approve the appointments of the following 2022-2023 Community Education staff members for the Winter semester being held January 23-March 23, 2023.

Antique Auto	Mallon, Thomas	\$14.20
Basketball	Morgan, Jared	\$14.20
Basketball (Substitute)	Harris, James	\$14.20
Beginner Knitting	Davis, Karen	\$14.20
Beginner Knitting (Substitute)	Harris, Cindy	\$14.20
Body Sculpting	Mathison, Trisha	\$14.20
Book Folding	Dudek, Mary	\$14.20
Ceramics for Beginners	Feltz, Krista Beth	\$14.20
Greeting Card Class	Kersch, Mary	\$14.20
Greeting Card Class (Substitute)	Martell, Loriann	\$14.20
Stretch & Tone	Mathison, Trisha	\$14.20
Supervision (Substitute)	Costello, Lori	\$14.20
Water Aerobics:		
Instructor	VeRost, Beth	\$14.20
Instructor (Substitute)	Dergel, Heidi	\$14.20
Life Guard	Costello, Lori	\$16.00
Life Guard	Dergel, Heidi	\$16.00
Life Guard	Cleaveland, Amber	\$16.00
Life Guard	Lamb, Sharon	\$16.00
Life Guard	Nestoros, Andreas	\$16.00
Life Guard	VeRost, Beth	\$16.00
Life Guard	DerSarkissian, Paul	\$16.00
Life Guard	Bruning, William	\$16.00
Life Guard	Feltz, Krista Beth	\$16.00
Life Guard	McIntyre, Heather	\$16.00
Life Guard	Menz, Karin	\$16.00
Volleyball	Morgan, Jared	\$14.20
Volleyball (Substitute)	Harris, James	\$14.20
Yoga	Burke, Molly	\$14.20
Zumba	Durfey, Melissa	\$14.20
Special Programs:		
AARP SMART Driver	George Laskey	(Not paid by District.)

Yes: 7, No: 0
Motion carried.

Motion by Mr. Sweeney, seconded by Mrs. Voss to approve the permanent appointment of Gregory Goodlander as Grounds/Repairperson effective November 16, 2022.

Yes: 6, No: 0, Mrs. Gow abstained
Motion carried.



Motion by Mr. Sweeney, seconded by Mrs. Voss to approve the following Parent/Community Volunteers: Angela Botting and Donna Weeks.
Yes: 7, No: 0
Motion carried.

Motion by Mr. Sweeney, seconded by Mrs. Voss to approve the appointment of Nate Luckman as a JV Boys Basketball Assistant on a voluntary basis effective November 21, 2022.
Yes: 7, No: 0
Motion carried.

Motion by Mr. Sweeney, seconded by Mrs. Voss to approve the appointment of Michael O'Sullivan as a Modified Boys Basketball Assistant on a voluntary basis effective November 21, 2022.
Yes: 7, No: 0
Motion carried.

Motion by Mr. Sweeney, seconded by Mrs. Voss to approve the following individuals to present to or shadow classes as part of the post-secondary education requirements: Piper Moffitt and Kyle McGinnis as outlined in the request.
Yes: 6, No: 0, Mrs. Gancasz abstained
Motion carried.

Congratulations were given to Sarah Bowman for her appointment and Jessica Annable for receiving tenure.

Business & Financial

Items

The Board discussed the makeup of the Budget Advisory Committee and who from the Board would like to participate. After the conversation, it was agreed that the Board members would be Messrs. Atwater and Sweeney, along with Mrs. Harris. The Board concurred as last year Mrs. Harris represented the community and has subsequently become a Board Member, that one additional community member is beneficial and could be appointed at the next meeting.

Motion by Mrs. Carnes, seconded by Mrs. Gow to accept the Warrant Report for December 12, 2022.
Yes: 7, No: 0
Motion carried.

Motion by Mrs. Carnes, seconded by Mrs. Gow to accept the Extraclassroom Reports for October 2022.
Yes: 7, No: 0
Motion carried.

Motion by Mrs. Carnes, seconded by Mrs. Gow to accept the Treasurer's Report for November 30, 2022.
Yes: 7, No: 0
Motion carried.



Motion by Mrs. Carnes, seconded by Mrs. Gow to accept the Corrective Action Letter in response to the Audit Management Letter for year ending June 30, 2022.

Yes: 7, No: 0

Motion carried.

Motion by Mrs. Carnes, seconded by Mrs. Gow to approve the Memorandum of Agreement Between the Barker Teachers' Union and the Barker Central School District pertaining to a retirement incentive effective through and including July 30, 2023.

Yes: 7, No: 0

Motion carried.

Motion by Mrs. Carnes, seconded by Mrs. Gow to approval of Ad Hoc Budget Advisory Committee and Membership for the 2023-2024 Budget Development consisting of Messrs. Atwater and Sweeney, Mrs. Harris, Mr. Charles Stodolka, Ms. Ruth King, and Mrs. Tammy Mallon with one additional community member to be appointed in January.

Yes: 7, No: 0

Motion carried.

End of Public Session

Motion by Mr. Sweeney, seconded by Mrs. Harris to adjourn public session at 8:08 p.m., and move into Executive Session for the purpose of collective negotiations pursuant to Article fourteen of the Civil Service Law with the BTU and Cafeteria staff.

Yes: 7, No: 0

Motion carried.

Executive Session

Motion by Mr. Sweeney, seconded by Mrs. Gow, to approve the adjournment of the Executive Session at 8:44 p.m., and return to Public Session.

Yes: 7, No: 0

Motion carried.

**Public Session/
Adjournment**

Motion by Mrs. Gancasz, seconded by Mrs. Harris, to approve the end of the Public Session and adjournment of the meeting at 8:44p.m.

Yes: 7, No: 0

Motion carried.

Prepared by,

Mary H. Eadie
District Clerk