

WESTPORT CENTRAL SCHOOL DISTRICT

Board of Education Regular Meeting

Place: Library

Thursday, August 9, 2018

Time: 5:45 PM

AGENDA

1. CALL TO ORDER

At:

By:

2. ROLL CALL

Alice LaRock Jim Carroll Sue Russell Tom Kohler Jason Welch

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

- a. Approve the meeting minutes of the Board of Education held on July 10, 2018 Reorganization & Regular Meeting and July 24, 2018 Special Meeting.

Motion:

Second:

Yes:

No:

Abstain:

Accept Reject Table

5. APPROVAL OF THE AGENDA

- a. Approve the Board of Education agenda dated August 9, 2018.

Motion:

Second:

Yes:

No:

Abstain:

Accept Reject Table

6. PUBLIC COMMENT

- a. Our agenda offers two Public Comment sections, one at the beginning of the meeting and one at the end of the meeting. At this time, we have set aside a 15-minute period giving anyone in the audience time to share their thoughts with us. Please raise your hand and be acknowledged by the Board President. When called upon, please identify yourself and give your address, limiting your comments to three (3) minutes. Opinions, ideas and concerns that are offered by the public will be considered and taken under advisement.

7. BOARD COMMENT

8. FINANCIALS

- a. Approve the following financial reports:
- i. Warrant Report 12D Dated 6/27/18
 - ii. Warrant Report 1A Dated 7/11/18
 - iii. Warrant Report 1B Dated 7/18/18
 - iv. Revenue Status Report School Lunch Fund as of 7/31/18
 - v. Revenue Status Report General Fund as of 7/31/18
 - vi. Budget Status Report School Lunch Fund as of 7/31/18
 - vii. Budget Status Report General Fund as of 7/31/18
 - viii. Budgetary Transfer Report 7/1/18-7/31/18
 - ix. Treasurer's Report for Multi-Fund Month of July 2018
 - x. Multi-Fund Bank Account Reconciliation as of 6/30/18
 - xi. Multi-Fund Bank Account Reconciliation as of 7/31/18
 - xii. Payroll Bank Account Reconciliation as of 7/31/18

- xiii. Capital Project Bank Account Reconciliation as of 7/31/18
- xiv. Extra-classroom Bank Account Reconciliation as of 7/31/18
- xv. Financial Statement of Extra-classroom Activity Fund from 7/1/18 - 7/31/18
- xvi. Cafeteria Profit & Loss Statement September 2017 – June 2018
- xvii. Cafeteria Profit & Loss Statement July 2018

b. Tax Levy

RESOLUTION: Confirming the tax rolls and authorizing the tax levy:

The Board of Education has been authorized by the voters at the Annual Meeting to raise for the current budget for the 2018-2019 school year a sum not to exceed \$3,591,906.

THEREFORE BE IT RESOLVED: That the Board fix equalized tax rates by the towns and confirm the extension of taxes as they appear on the attached roll (form for equalizing taxes):

AND BE IT HEREBY DIRECTED THAT THE DELINQUENT TAX PENALTIES SHALL BE FILED AS FOLLOWS:

September 1, 2018 - September 30, 2018	No Penalty
October 1, 2018 - October 31, 2018	2% Penalty
November 1, 2018	3% Penalty

RESOLUTION: Authorizing the issuance of the tax warrant

WHEREAS: Chapter 73 of the laws of 1977, amended section 1318, subdivision 1 of the Real Property Tax Law; and

WHEREAS: The entire unreserved fund balance at the close of the last fiscal year must be applied in determining the amount of the school tax levy except for an amount not to exceed the maximum percent allowed by of the current school year budget; and

WHEREAS: This latter amount may be held as surplus funds during the current school year; now therefore

BE IT RESOLVED: That the Board of Education retain as surplus funds approximately \$437,648 from the total approximate fund balance of \$2,026,725 thereby applying \$200,000 to the reduction of the tax levy.

BE IT ADDITIONALLY RESOLVED AS FOLLOWS: To the Collector of Westport Central School District No. 1, town(s) of Elizabethtown, Essex, Lewis, Moriah and Westport, County of Essex, New York State, you are commanded:

1. To give notice and start collection on September 1, 2018 (in accordance with provisions of section 1322 of the Real Property Tax Law).
2. To give notice that the tax collection will end on November 1, 2018.
3. To collect taxes in the amount of \$3,591,906 in the manner collectors are authorized to collect town and county taxes in accordance with the provisions of section 1318 of the Real Property Tax Law and as approved by the voters at the annual meeting to collect taxes in the amount of \$22,000 for the public libraries and to turn over to the Westport Library Association \$15,000 and to the Wadhams Free Library \$7,000.
4. To make no changes or alterations in the tax warrant or the attached tax rolls but shall return the same to the Board of Education. The board may recall its warrant and tax roll for correction of errors or omission in accordance with the provision of section 553 of the Real Property Tax Law.
5. To forward by mail to each owner of real property listed on the tax rolls within ten days after the start of collection a statement of taxes due on his property on pre-numbered tax bill forms provided by the school district in accordance with the provisions of section 922 of the Real Property Tax Law. To forward by mail, without interest penalties to the office of the County Treasurer, a detailed tax bill of all state land parcels liable for taxes on the school tax rolls in accordance with provisions of section 540 and 5445 of the Real Property Tax Law.
6. To receive from each of the taxable corporations and natural persons the sum listed on the attached tax rolls without interest penalties where such sums are paid before the end of the first month of tax collection. To add 2% interest penalties to all taxes collected during the second month of the tax collection and to add 3% interest penalties to all taxes collected during any part of the third month of the tax collection period and to account for such as income due to the school district.
7. To issue pre-numbered receipts only on forms provided by the school district in acknowledgment of receipt of payments of taxes and to retain, preserve and file exact copies of all such receipts issued as required by section 987 of the Real Property Tax Law.
8. To promptly return the warrant at its expiration and if any taxes on the attached tax rolls shall be unpaid at that time, deliver an accounting on forms showing by town the total assessed valuation, tax rate, and total tax levy, the total amounts remaining uncollected as required by section 1330 of the Real Property Tax Law.

The warrant is issued pursuant to sections 910, 912, and 914 of the Real Property Tax Law and is delivered in accordance with sections 1306 and 1318 of this law. It is effective immediately after it is properly signed by a majority of the Board of Education. This warrant shall expire on the dates stated above unless a renewal or extension has been endorsed on the face of this warrant in writing with section 1318, subdivision 2 of the Real Property Tax Law.

Motion: Second: Yes: No: Abstain: Accept Reject Table

9. REPORTS AND PRESENTATIONS

- a. Superintendent’s and Principal’s Reports provided in writing rather than verbally

10. CONSENT AGENDA: NEW BUSINESS

- a. Approve the following agreements for the 2018-2019 school year as presented:
 - i. Agreement between Westport Central School and The University of Vermont Health Network Elizabethtown Community Hospital,
 - ii. Shared Services Agreement for Speech Language Pathologist Services by and between Westport Central School District and the Moriah Central School District,
 - iii. Shared Services Agreement for School Psychologist Services by and between Westport Central School District and Elizabethtown-Lewis Central School District,
 - iv. CV-TEC Adult Education and Safety Education Sponsorship Agreement (Co-Ser 103 Adult Education and Co-Ser 401 Accident Prevention/Pre-Licensing) between CVES and Westport Central School District,
 - v. 2018-2019 Tutorial Contract between Westport Central School and Four Winds Saratoga, and
 - vi. CFES Brilliant Pathways Partnership Agreement Adirondack Schools 2018-19.

- b. Approve the list of assets to be deleted from inventory as listed:

Brand	Model	Serial	Asset Tag #	Reason
Canon	PC1192	472805266	A00228274	Obsolete/Outdated
Champion			A00019419	Obsolete/Outdated
Canon	ZR930	702632000821	A00097276	Obsolete/Outdated
Canon	ZR100	362042005251	A00514983	Obsolete/Outdated
Fellowes	SB97C		A00054422	Obsolete/Outdated
Canon	Zr40	102436021297	A00019399	Obsolete/Outdated
Canon	Zr100	362042005260	A00515017	Obsolete/Outdated
Canon	ZR40	102476023207	A00019400	Obsolete/Outdated
Canon	ZR960	052020000549	M0006715	Obsolete/Outdated
SONY	DCRHC52	391464	M0001500	Obsolete/Outdated
SONY	DCRHC52	391449	M0001501	Obsolete/Outdated
SONY	DCRHC52	391463	M0006713	Obsolete/Outdated
Beverage Air	LV271B	9200641	A00170763	Obsolete/Outdated
Pelouze	PE5		A00019268	Obsolete/Outdated
Ground roller			A00019554	Obsolete/Outdated
Build All	PM25	118922649	A00019565	Obsolete/Outdated

HP	Color Laser Jet 2840	CNHC683169	A00019256	Obsolete/Outdated
HP	Laser Jet 4250	CNBXC35798	A00019168	Obsolete/Outdated
Smart	Wireless slate	6JZ002524	A00228324	Obsolete/Outdated
NEC	NP400	9500794FJ	A00142341	Obsolete/Outdated
Dell	PowerEdge 1800	JWT4XB1	A00514986	Obsolete/Outdated
Smart	WS100	6JZ002524	A00228324	Obsolete/Outdated
Dell	Inspiron 9400	5HDQ6C1	A00097233	Obsolete/Outdated
Dell	Latitude D630	B1VGMJ1	A00170771	Obsolete/Outdated
Dell	Optiplex GX620	BCT0T91	A00019272	Obsolete/Outdated
Dell	Inspiron 5000	FCIFS	A00019104	Obsolete/Outdated
Apple	Macbook	QT11802SJBD	A00014988	Obsolete/Outdated
Dell	Precision M90	7PZDMD1	A00019474	Obsolete/Outdated
Dell	Latitude D630	HKK3MF1	A00019466	Obsolete/Outdated
Dell	Optiplex GX520	4G2WY71	A00019148	Obsolete/Outdated
Dell	Optiplex GX620	9F2WY71	A00019149	Obsolete/Outdated
Dell	Optiplex GX520	HF2WY71	A00019169	Obsolete/Outdated
Dell	Optiplex 780	J5BMHN1	A00170776	Obsolete/Outdated
NEC	NP400	9500214E5	A00142333	Obsolete/Outdated
Dell	GX280	FLYB71	A00019298	Obsolete/Outdated
Dell	GX270	88G2G31	A00019296	Obsolete/Outdated
APC	Smart 1400		A00019143	Obsolete/Outdated
APC	Smart 1400		A00019305	Obsolete/Outdated

c. Approve the list of assets to be added to inventory as listed:

Tag #	Room	Descript / Manf	Model	Serial #	Yr.
A00300817	117	Laptop Dell	Latitude E5590	DPT8HM2	2018
A00300818	23	Laptop Dell	Latitude E5590	3209HM2	2018
A00300819	31	Tablet Samsung	Galaxy Tab A	R52K30PPGHCB	2018
A00300820	31	Tablet Samsung	Galaxy Tab A	R52K30PGFYJ	2018
A00300821	31	Tablet Samsung	Galaxy Tab A	R52K30PGHDT	2018
A00300822	31	Tablet Samsung	Galaxy Tab A	R52K30PGFWW	2018
A00300823	31	Tablet Samsung	Galaxy Tab A	R52K30NKQED	2018
A00300824	214	Projector Epson	Powerlite S27	VU9K7601306	2018
A00300825	Tech Office	Projector Epson	Powerlite S27	VU9K7601298	2018
A0030826	Tech Office	Projector Epson	Powerlite S27	VU9K7601232	2018
A00300827	Nurse	Audiometer AMBCO	650A	B15073	2018
A00300828	Supt Office	Laptop HP	ProBook 650G2	5CG7350KZP	2017
A00300837	Princ. Office	Desktop HP	EliteDesk 800 G3	2UA7341VGV	2017
A00300829	Bus Garage	Heater Modine	185M	MODPOR185	2017
A00300830	Elem. Hall	Water fountain Elkay	LZ58WSKLK		2017

A00300831	Music	Clarinet Yamaha		084834A	2017
A00300832	Music	Flute Yamaha		307140	2017
A00300833	Music	Trumpet Yamaha		356409A	2017
A00300834	Music	Alto Sax Yamaha		365597A	2017
A00300835	Tech	BlueBot			2017
A00300836	Tech	BlueBot			2017

d. Facility Use Request as submitted by:

- i. Ed Mason on behalf of ACAP After School Program for the use of room 004, cafeteria, gym and outside playground area for the purpose of hosting the ACAP After School Program from September 5, 2019 through June 14, 2019 from 1:30 PM – 6 PM, and
- ii. Ed Mason on behalf of Westport Youth Commission for the use of both fields (baseball and softball) for the purpose of hosting biddy soccer practices From August 21, 2018 through October 18, 2018 from 3 – 4:30 PM Tuesdays and Thursdays.

Motion: Second: Yes: No: Abstain: Accept Reject Table

11. NEW BUSINESS: PERSONNEL

- a. Approve the appointment of the Guidance Counselor as the K-12 Suicide Prevention Coordinator for the 2018-19 school year.
- b. Approve the Elizabethtown-Lewis CSD extra-curricular appointments of Aubrey Pulsifer, Girls Varsity Soccer Coach and Evan George, Boys Varsity Soccer Coach for the merged WCS/ELCS soccer teams.
- c. Approve the appointment of Jeff Marcotte as a mentor to math teacher, John Fairchild for the 2018-19 school year at the stipend per the current WEA contract Article 20 Section 10B.
- d. Approve the appointment of Heather Olson as a mentor to art teacher, Kristen Larkin for the 2018-19 school year at the stipend per the current WEA contract Article 20 Section 10B.
- e. Approve the appointment of Tracy Waite as a mentor to speech pathologist, Tara Forkey for the 2018-19 school year at the stipend per the current WEA contract Article 20 Section 10B.
- f. Approve the appointment of Brock Reynolds as a substitute cleaner at an hourly rate of \$10.40 effective September 1, 2018.

Motion: Second: Yes: No: Abstain: Accept Reject Table

12. DISCUSSION: 2018-19 DISTRICT GOALS

