

WESTPORT CENTRAL SCHOOL DISTRICT

Board of Education Regular Meeting

Place: Conference Room

Thursday, October 11, 2018

Time: 6:00 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. INTRODUCTION OF ATTENDEES

Also Present:

Visitors:

5. AUDIT COMMITTEE REPORT MEETING

- a. Focus on the audit committee of the school board gathering with representatives of the independent financial audit firm to examine and discuss a preliminary draft edition of the annual independent financial audit report, in keeping with increased fiscal accountability responsibilities mandated by New York State.

6. ANNUAL INDEPENDENT AUDITOR REPORT AND ASSOCIATED FISCAL ACCOUNTABILITY REPORT

- a. WHEREAS the Westport Central School District is required to engage an independent certified public accounting firm to conduct an annual audit of the financial operations of the District; and

WHEREAS, the aforesaid audit has been prepared by Telling & Associates, CPA PC for the fiscal year ended June 30, 2018; and

RESOLVED, that the Board of Education accepts the June 30, 2018 Westport Central School District Audited Financial Statements; and

THEREFORE BE IT FURTHER RESOLVED, that the District Clerk is authorized to file the June 30, 2018 Audited Financial Statements with the New York State Commissioner of Education in accordance with Education Law 2116-a(3)(a) and the Commissioner's Regulation, Section 170, 12(e)(2).

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

7. APPROVAL OF MINUTES

- a. Approve the meeting minutes of the Board of Education held on September 13, 2018 Regular Meeting.

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

8. APPROVAL OF THE AGENDA

- a. Approve the Board of Education agenda dated October 11, 2018.

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

9. 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.

10. BOARD COMMENT

11. FINANCIALS

- a. Approve the following financial reports:
 - i. Warrant Report 2C Dated 8/22/18
 - ii. Warrant Report 2D Dated 8/29/18
 - iii. Warrant Report 3A Dated 9/4/18
 - iv. Warrant Report 3B Dated 9/14/18
 - v. Warrant Report 3C Dated 9/19/18
 - vi. Warrant Report 3D Dated 9/26/18
 - vii. Revenue Status Report School Lunch Fund as of 9/30/18
 - viii. Revenue Status Report General Fund as of 9/30 /18
 - ix. Budget Status Report School Lunch Fund as of 9/30/18
 - x. Budget Status Report General Fund as of 9/30/18
 - xi. Budgetary Transfer Report 9/1/18-9/30/18
 - xii. Treasurer’s Report for Multi-Fund Month of September 2018
 - xiii. Multi-Fund Bank Account Reconciliation as of 9/30/18
 - xiv. Payroll Bank Account Reconciliation as of 9/30/18
 - xv. Capital Project Bank Account Reconciliation as of 9/30/18
 - xvi. Extra-classroom Bank Account Reconciliation as of 9/30/18
 - xvii. Financial Statement of Extra-classroom Activity Fund from 9/1/18 - 9/30/18
 - xviii. Cafeteria Profit & Loss Statement July –September 2018
 - xix. 2018-2019 Cash Flow Report July – September 2018

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

12. REPORTS AND PRESENTATIONS

- a. Superintendent’s and Principal’s Reports

- b. Director of Special Education Report

13. CSE RECOMMENDATIONS

- a. Accept and approve the following CSE recommendations for student #002-17-18, 504-02-19, 504-04-18 and 002-08-09.

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

14. CONSENT AGENDA: NEW BUSINESS

- a. Approve the *Employment Agreement Director of Special Education* by and between Westport Central School District and the Elizabethtown-Lewis Central School District dividing the services of the Director of Special Education 40% at WCSD and 60% at ELCSD.
- b. Approve the *Facility Use Requests* as submitted by:
 - i. Jess Storey on behalf of the WPTSO for the use of the cafeteria, kitchen and hallway outside of gym for the purpose of hosting the fundraiser FUN RUN on Saturday, November 3, 2018 from 7:30 AM – 12:00 PM.
 - ii. Kristin Fiegl on behalf of the WPTSO for the use of the Library for the purpose of hosting the monthly WPTSO meeting on Wednesday, October 17, 2018 at 3:10 PM.
 - iii. Shiloh Bourgeois on behalf of the Girl Scouts for the use of the cafeteria and a classroom for the purpose of hosting meetings on October 17, October 24, November 7 and November 14, 2018 from 5:00 – 7:00 PM
- c. Approve the relocation of:
 - i. a NEC projector (asset tag #A00300796, model VT490, serial #6Z00441EB) from the Library to the Art Room, and
 - ii. the card catalog (asset tag #A00019302) from the Library to room 216.
- d. Establish the compensation rate of \$93.60 as the daily rate for each inspector serving at the Advisory Referendum [Straw Vote] on October 9, 2018.
- e. Approve and adopt the updated District’s Technology Plan 2018 – 2021.
- f. Approve and adopt the updated Emergency Response Plans for the 2018-2019 school year.

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

15. NEW BUSINESS: PERSONNEL

- a. Approve the appointment of Judith Kingsley to the position of Part-time Cleaner (20 hours per week Monday – Sunday) with a 120 day probationary period commencing on September 25, 2018 and anticipated to end on March 21, 2018 at an hourly rate of \$14.50 per hour. Fingerprint clearance on file.
- b. Approve the appointment of Jamie Dickerson to the position of incidental bus aide effective September 25, 2018 from time to time at an hourly rate of \$13.00.
- c. Approve the appointment of Tracy Waite as a mentor to Speech Pathologist, Katie Cutcher for the 2018-19 school year at the stipend per the current WEA contract Article 20 Section 10B.
- d. Approve the appointment of Lorraine Hathaway as a mentor to Library Media Specialist, Kristin Fiegl for the 2018-19 school year at the stipend per the current WEA contract Article 20 Section 10B.
- e. Approve the appointment of Laura Napper as a mentor to Teacher Assistant, Serene-Lee Holland for the 2018-19 school year at a rate of 50% of the stipend per the current WEA contract Article 20 Section 10B.

- f. Approve the appointment of Keith Lobdell to the extra-curricular position of boys modified basketball coach for the 2018-2019 school year at the stipend per the current WEA contract.

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

16. MERGER STUDY

- a. Review the Merger Study voting phase timeline.

17. POLICY DISCUSSION – SCHOOL SPONSORED MEDIA

18. PUBLIC COMMENT

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19. ADJOURN

Time: Motion: Second:

Next Meeting(s): Regular Meeting Thursday, November 8, 2018 at 6:00 PM