

WESTPORT CENTRAL SCHOOL DISTRICT

Board of Education Regular Meeting

Place: Conference Room

Thursday, June 13, 2019

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. **APPROVAL OF MINUTES**
 - a. Approve the meeting minutes of the Board of Education held on May 14, 2019 Regular Meeting.Motion: Second: Yes: No: Abstain: Accept Reject Table
6. **APPROVAL OF THE AGENDA**
 - a. Approve the Board of Education agenda dated June 13, 2019.Motion: Second: Yes: No: Abstain: Accept Reject Table
7. **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.
8. **BOARD COMMENT**
9. **FINANCIALS**
 - a. Approve the following financial reports:
 - i. Warrant Report 11A Dated 5/1/19
 - ii. Warrant Report 11B Dated 5/8/19
 - iii. Revenue Status Report School Lunch Fund as of 5/31/19
 - iv. Budget Status Report School Lunch Fund as of 5/31/19
 - v. Budgetary Transfer Report 5/1 – 5/31/19
 - vi. Revenue Status Report General Fund as of 5/31/19
 - vii. Budget Status Report General Fund as of 5/31/19
 - viii. Cash Flow Report 2018-2019 (July 2018 – May 2019)
 - ix. Treasurer's Report for Multi-Fund Month of May 2019
 - x. Multi-Fund Bank Account Reconciliation as of 5/31/19
 - xi. Payroll Bank Account Reconciliation as of 5/31/19

- xii. Capital Project Bank Account Reconciliation as of 5/31/19
- xiii. Extra-classroom Bank Account Reconciliation as of 5/31/19
- xiv. Financial Statement of Extra-classroom Activity Fund from 5/1/19 – 5/31/19
- xv. Cafeteria Profit & Loss Statement July – May 2019
- xvi. Fund Balance Projection 2018-19 as of 5/31/19

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

10. REPORTS AND PRESENTATIONS

- a. Superintendent/Principal Report

- b. Director of Special Education Report

11. CSE RECOMMENDATIONS

- a. Accept and approve the following CSE recommendations for student #005-17-18, 004-16-17 x2, 011-14-15 x2, 504-03-17, 504-03-15, 504-03-19, 006-18-19, 002-16-17, 008-16-17, 504-02-16, 504-04-18, 002-08-09, 004-15-16 x2, 504-01-20, 002-17-18 x2, 504-04-15 x2, 008-13-14, 003-12-13, 006-15-16, 504-01-15 x2, 504-06-19, 504-01-19, 009-18-19 x2, 003-15-16, 504-08-19 x2, 007-18-19 x2, 003-11-12, P02-18-19, 002-19-20, P03-18-19, 003-19-20 and P04-18-19.

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

12. BOARD DISCUSSION ITEM

- a. CVES Capital Project Funding

13. CONSENT AGENDA: NEW BUSINESS

- a. Approve the sale and/or donation of “retired” Westport Central School sports uniforms.

- b. Resolution Regarding Increase in Budget for Teacher Sick Days

Upon presentation and recommendation of Joshua Meyer, Interim Superintendent of Schools, the Board of Education shall approve the following resolution:

WHEREAS, the Board of Education of the Westport Central School District, Essex County, NY desires to increase the appropriation set forth in the 2018-19 School Budget to fund contingent expense of payment for sick leave for Jeff Marcotte up to \$16,200.80 and,

WHEREAS, a Board of Education is empowered to appropriate whatever additional amounts are necessary to pay contingent expenses when the amount in the approved budget is inadequate;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the School District as follows:

Section 1. The budgetary appropriation for the following contingent expense is hereby increased (up to) as follows:

A 9089-800-UR Retirement Compensation-Use Reserve \$16,200.80

Section 2. The increase in the appropriation listed in Section 1 of this resolution shall be funded by the following:

A 0867 Reserve for Employee Benefits and Accrued Liabilities \$16,200.80

5996.000 Appropriated Reserve - EBALR

c. Resolution Regarding Increase in Budget for Support Staff Sick Days

Upon presentation and recommendation of Joshua Meyer, Interim Superintendent of Schools, the Board of Education shall approve the following resolution:

WHEREAS, the Board of Education of the Westport Central School District, Essex County, NY desires to increase the appropriation set forth in the 2018-19 School Budget to fund contingent expense of payment for sick leave for Janet Hoff up to \$3,750.00 and,

WHEREAS, a Board of Education is empowered to appropriate whatever additional amounts are necessary to pay contingent expenses when the amount in the approved budget is inadequate;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the School District as follows:

Section 1. The budgetary appropriation for the following contingent expense is hereby increased (up to) as follows:

A 9089-800-UR Retirement Compensation-Use Reserve \$3,750.00

Section 2. The increase in the appropriation listed in Section 1 of this resolution shall be funded by the following:

A 0867 Reserve for Employee Benefits and Accrued Liabilities \$3,750.00

5996.000 Appropriated Reserve - EBALR

d. Resolution for establishment of tax certiorari reserve

WHEREAS, tax certiorari petitions have been filed challenging the 2018-2019 assessment of certain parcels of real property,

WHEREAS, the Board of Education wishes to establish a reserve fund to cover the amount of the District's potential refund liability in the aforementioned 2018-2019 tax certiorari petitions.

BE IT RESOLVED, that the Board of Education of the Westport Central School District ("Board of Education"), pursuant to Education Law Section 3651[1-a], authorize the establishment of a tax certiorari reserve fund to meet anticipated judgments or claims on proceedings instituted under Article 7 of the Real Property Tax Law, which relate to the 2018-19 tax roll (hereinafter the "2018-2019 Tax Certiorari Reserve Fund"); and

BE IT FURTHER RESOLVED, that the Board of Education will appropriate and deposit into the 2018-2019 Tax Certiorari Reserve Fund such sums as the Board determines is necessary following the review of the 2018-2019 tax certiorari proceedings by its District Treasurer and the calculation of the 2018-2019 General Fund Balance that is permitted by law to be carried into the 2019-2020 fiscal year.

e. Resolution Authorizing Transfer of Funds to Pay the Costs of Ordinary Contingent Expense (costs associated with IEPs)

WHEREAS, during the course of the final months of the 2017-18 school year and during the course of summer 2018 the individual educational plans (IEPs) of certain students residing within Westport CSD boundaries were identified by the Committee on Special Education as requiring adjustments to their summer 2018 placements; and

WHEREAS doing so is deemed as necessary to assure suitability of the educational program and to provide for the well-being of the affected students(s); and

WHEREAS, the Board is empowered to determine that the expense of these activities is an ordinary contingent expense;

THEREFORE, BE IT RESOLVED, that the school's share of the costs for the necessary summer school placement(s) associated with IEPs be hereby declared as an ordinary contingent expense; and hereby authorizes the expenditures of those funds necessary for such purposes, of a sum not to exceed \$2,500.00, and

BE IT FURTHER RESOLVED, that the Board hereby authorizes the Interim Superintendent of Schools to make transfers between and within functional unit appropriations in the general fund in order to pay the costs of this ordinary contingent expense.

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

14. NEW BUSINESS: PERSONNEL

- a. Approve Serene-Lee Holland as an occasional driver (passenger endorsement only) at a rate of \$14.30 per hour effective May 17, 2019.

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

- b. Approve the appointment of Bette Crowningshield as a (certified) substitute teacher effective June 14, 2019 at a daily rate of \$80.00.

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

- c. Approve the appointment of Jeffrey Marcotte as a (certified) substitute teacher effective June 26, 2019 at a daily rate of \$80.00.

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

- d. Approve the appointment of Janet Hoff as a substitute clerical worker effective June 26, 2019 at an hourly rate of \$ 11.10.

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

15. 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.

16. EXECUTIVE SESSION

- a. (#6)The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

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

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

17. ADJOURN

Time:

Motion:

Second:

Next Meeting(s): Special Meeting Monday, June 17, 2019 at 8 AM