

# WESTPORT CENTRAL SCHOOL DISTRICT

Board of Education Regular Meeting

Place: Conference Room

Thursday, November 8, 2018

Time: 6:00 PM

---

## OFFICIAL MINUTES

1. **CALL TO ORDER** At: 6:03 PM By: President LaRock

2. **ROLL CALL**

√Alice LaRock √Jim Carroll-exited 6:35 PM √Sue Russell-entered 6:15 PM √Tom Kohler √Jason Welch

3. **PLEDGE OF ALLEGIANCE**

4. **INTRODUCTION OF ATTENDEES**

Also Present: Joshua Meyer, Interim Superintendent/Principal  
Jana Atwell, District Clerk  
Sharlene Petro-Durgan, District Treasurer

Visitors: Dan Shaw  
Dana Marshall  
Micah Stewart  
Joanne Mazzotte  
Chris Mazzotte  
David Reynolds  
Heather Reynolds  
Medara Sherman  
Kate Simmer  
Julie Bisselle  
Cathy Brankman  
Robin Severance  
Ofa Vaiciulis

5. **EXECUTIVE SESSION**

- a. Collective negotiations pursuant to article 14 of the Civil Service Law and 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.

Labor Relations Specialist, Dan Shaw was invited to enter into executive session.

In: 6:04 PM Motion: Jason Welch Second: Jim Carroll Yes: 4 No: 0 Abstain: 0  
Accept

Out: 6:35 PM Motion: Tom Kohler Second: Jim Carroll Yes: 5 No: 0 Abstain: 0  
Accept

No action taken.

6. **APPROVAL OF MINUTES**

- a. Approve the meeting minutes of the Board of Education held on October 9, 2018 Advisory Referendum [Straw Vote] and October 11, 2018 Regular Meeting.

Motion: Sue Russell Second: Jason Welch Yes: 4 No: 0 Abstain: 0 Accept

**7. APPROVAL OF THE AGENDA**

- a. Approve the Board of Education agenda dated November 8, 2018 with the addition of two items under Section 14b Consent Agenda: New Business (iii and iv).

Motion: Sue Russell                      Second: Jason Welch                      Yes: 4    No: 0    Abstain: 0    Accept

**8. CVES CAPITAL PROJECT – Dr. Mark Davey, District Superintendent & Eric Bell, Assistant Superintendent of Management Services – see attached.**

**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.

WEA Co-Presidents, Julie Bisselle and Cathy Brankman acknowledged the Board of Education members in honor of Board of Education Recognition Week.

Robin Severance explained the community open forum (agenda item 14 b iii) will provide a venue for students and community members to speak, bring forth questions and have an opportunity to communicate with each other.

**10. BOARD COMMENT**

Dr. Russell extended congratulations to sheriff elect David Reynolds.

**11. FINANCIALS**

- a. Approve the following financial reports:
  - i. Warrant Report 4A Dated 10/3/18
  - ii. Warrant Report 4B Dated 10/10/18
  - iii. Warrant Report 4C Dated 10/16/18
  - iv. Warrant Report 4D Dated 10/24/18
  - v. Revenue Status Report School Lunch Fund as of 10/31/18
  - vi. Revenue Status Report General Fund as of 10/31/18
  - vii. Budget Status Report School Lunch Fund as of 10/31/18
  - viii. Budget Status Report General Fund as of 10/31/18
  - ix. Budgetary Transfer Report 10/1/18-10/31/18
  - x. Treasurer’s Report for Multi-Fund Month of October 2018
  - xi. Multi-Fund Bank Account Reconciliation as of 10/31/18
  - xii. Payroll Bank Account Reconciliation as of 10/31/18
  - xiii. Capital Project Bank Account Reconciliation as of 10/31/18
  - xiv. Extra-classroom Bank Account Reconciliation as of 10/31/18
  - xv. Financial Statement of Extra-classroom Activity Fund from 10/1/18 - 10/31/18
  - xvi. Cafeteria Profit & Loss Statement July –October 2018

Motion: Sue Russell                      Second: Jason Welch                      Yes: 4    No: 0    Abstain: 0    Accept

**12. REPORTS AND PRESENTATIONS**

- a. Superintendent’s and Principal’s Reports – see attached.
  
- b. Director of Special Education Report – Ms. Douglas was excused this evening.

**13. CSE RECOMMENDATIONS**

- a. Accept and approve the following CSE recommendations for student #006-18-19 and 007-13-14.

Motion: Sue Russell                      Second: Tom Kohler                      Yes: 4 No: 0 Abstain: 0      Accept

**14. CONSENT AGENDA: NEW BUSINESS**

- a. Approve the *Section VII Combining of Teams Application* for indoor track and field with Elizabethtown and Moriah Central Schools for the 2018-2019 school year.
- b. Approve the *Facility Use Requests* as submitted by:
  - i. Linda Gilliland on behalf of Cornell Cooperative Extension 4-H for the use of five classrooms for the purpose of hosting 4-H Public Presentations on Saturday, March 30, 2019 from 8:30 AM – 12:00 PM,
  - ii. Kristin Fiegl on behalf of WPTSO for the use of the library for the purpose of hosting a WPTSO meeting on Wednesday, November 14, 2018 at 3:10 PM,
  - iii. Kate Simmer on behalf of Boy Scouts for the use of the auditorium for the purpose of hosting an open community forum on November 15 and 19, 2018 from 6 – 9 PM, and
  - iv. Ed Mason on behalf of Westport Youth Commission for the use of the auditorium for the purpose of hosting biddy basketball on Tuesdays and Wednesday November 27, 2018 through February 27, 2019 from 3 – 5:30 PM.
- c. Approve and adopt the Budget Development Calendar for the 2019-20 proposed spending plan.
- d. Approve and appoint the 12 member Board of Canvas responsible for certifying and signing-off on the results of the December 4<sup>th</sup> vote as listed: Judy French, Cathy Brankman, Heather Reynolds, Roger Sandwick, Gwen Goff, Brenda Drummond, Sheera Broderick, Medara Sherman, Nicole Sudduth, Sam Sherman, Phil Mero and Tom Broderick.

Motion: Tom Kohler                      Second: Sue Russell                      Yes: 4 No: 0 Abstain: 0      Accept

**15. NEW BUSINESS: PERSONNEL**

- a. Amend the following appointments:
  - i. Tracy Waite as a mentor to Speech Pathologist, Katie Cutcher for the 2018-19 school year at 40% of the annual stipend per the current WEA contract Article 20 Section 10B,

Motion: Sue Russell                      Second: Jason Welch                      Yes: 4 No: 0 Abstain: 0      Accept

- ii. Lorraine Hathaway as a mentor to Library Media Specialist, Kristin Fiegl for the 2018-19 school year at 50% of the annual stipend per the current WEA contract Article 20 Section 10B.

Motion: Sue Russell                      Second: Tom Kohler                      Yes: 4 No: 0 Abstain: 0      Accept

- b. Approve the appointment of Laura Napper as a mentor to Teacher Assistant, Serene-Lee Holland for the 2018-19 school year at a the stipend per the current WEA contract Article 20 Section 10B.

Motion: Tom Kohler                      Second: Jason Welch                      Yes: 4 No: 0 Abstain: 0      Accept

- c. Approve the appointment of Jamie (Dickerson) Coonrod to the position of part-time bus aide approximately five hours per week at a rate of \$13.00 per hour effective. November 5, 2018.

Motion: Sue Russell                      Second: Tom Kohler                      Yes: 4    No: 0    Abstain: 0    Accept

**16. MERGER STUDY**

- a. Review the Merger Study voting phase timeline – see attached.

**17. 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.

Dana Marshall questioned the difference between Pre-K to be hosted at WCS and Headstart hosted at ELCS.

Robin Severance asked the reason for a security review if the money isn't readily available for suggested updates.

David Reynolds stated his proposal as Sheriff is to place a part-time School Resource Officer in every district and wanted to know if the Board has had an opportunity for further discussion on this topic.

Kate Simmer explained that the quality of education at WCS was one of the reasons her family moved into this district. She understands the financial issues begin at the State level, but what can the community do to allocate additional money to our school and how do you rally the community to reach out to our State representatives?

**18. ADJOURN**

Time: 8:40 PM

Motion: Tom Kohler

Second: Sue Russell

Next Meeting(s):        Regular Meeting Thursday, December 13, 2018 at 6:00 PM

Minutes are not official until approved by the Board of Education.

Date approved by the BOE: December 13, 2018

---

Jana Atwell, District Clerk