

WESTPORT CENTRAL SCHOOL DISTRICT

Board of Education Regular Meeting

Place: Conference Room

Thursday, December 13, 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 √ Sue Russell √ Tom Kohler √ Jason Welch

3. **PLEDGE OF ALLEGIANCE**

4. **INTRODUCTION OF ATTENDEES**

Also Present: Joshua Meyer, Interim Superintendent/Principal Visitors: Sheila Borden
Jana Atwell, District Clerk Cathy Brankman
Sharlene Petro-Durgan, District Treasurer Micah Stewart

5. **EXECUTIVE SESSION**

- a. (#5) Collective negotiations pursuant to article 14 of the Civil Service Law and (#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: 6:04 PM Motion: Sue Russell Second: Tom Kohler Yes: 5 No: 0 Abstain: 0
Accept

Out: 7:02 PM Motion: Jim Carroll Second: Tom Kohler 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 November 8, 2018 Regular Meeting and Certificate of Board of Canvass results from binding referendum December 4, 2018.

Motion: Sue Russell Second: Jim Carroll Yes: 5 No: 0 Abstain: 0 Accept

7. **APPROVAL OF THE AGENDA**

- a. Approve the Board of Education agenda dated December 13, 2018.

Motion: Sue Russell Second: Jim Carroll Yes: 5 No: 0 Abstain: 0 Accept

8. **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.

Floor was opened for public comment, none voiced.

9. BOARD COMMENT

Jim Carroll stated loss of identity has been a major concern during the merger process. We must be creative in our thinking of ways to tie this (school) building to the Westport community – perhaps build an identity for this building.

Sue Russell expressed her enthusiasm regarding the Pre-Kindergarten program.

10. FINANCIALS

- a. Approve the following financial reports:
 - i. Warrant Report 4E Dated 10/31/18
 - ii. Warrant Report 5A Dated 11/7/18
 - iii. Warrant Report 5B Dated 11/14/18
 - iv. Warrant Report 5C Dated 11/21/18
 - v. Warrant Report 5D Dated 11/28/18
 - vi. Revenue Status Report School Lunch Fund as of 11/30/18
 - vii. Revenue Status Report General Fund as of 11/30/18
 - viii. Budget Status Report School Lunch Fund as of 11/30/18
 - ix. Budget Status Report General Fund as of 11/30/18
 - x. Budgetary Transfer Report 11/1-11/30/18
 - xi. Treasurer's Report for Multi-Fund Month of November 2018
 - xii. Multi-Fund Bank Account Reconciliation as of 11/30/18
 - xiii. Payroll Bank Account Reconciliation as of 11/30/18
 - xiv. Capital Project Bank Account Reconciliation as of 11/30/18
 - xv. Extra-classroom Bank Account Reconciliation as of 11/30/18
 - xvi. Financial Statement of Extra-classroom Activity Fund from 11/1/18 - 11/30/18
 - xvii. Cafeteria Profit & Loss Statement July – November 2018
 - xviii. Cash Flow Report 2018-2019 (July – November)

Motion: Jim Carroll Second: Jason Welch Yes: 5 No: 0 Abstain: 0 Accept

- b. Tax Certiorari Reserve Discussion – There is a potential loss of school tax revenue and a possible recommendation for an amount to be transferred from the available fund balance into the Tax Certiorari Reserve unless the (2) tax proceedings are settled prior to June.

11. REPORTS AND PRESENTATIONS

- a. Superintendent's and Principal's Reports – see attached.
- b. Director of Special Education Report – On December 11th there was a meeting of the combined special education faculties from Westport and Elizabethtown-Lewis Central School Districts with great discussion. Mrs. Douglass will be attending a presentation on January 14th. ELCS and WCS are currently involved in a shared service special education agreement.

12. CSE RECOMMENDATIONS

- a. Accept and approve the following CSE recommendations for student # P01-18-19, 005-17-18, 007-14-15, 006-15-16, 504-03-19, 002-14-15, 002-17-18, 005-18-19 and 504-04-19.

Motion: Sue Russell Second: Jim Carroll Yes: 5 No: 0 Abstain: 0 Accept

13. CONSENT AGENDA: NEW BUSINESS

a. Accept and approve (3) new assets and (1) asset disposal (*) as listed:

Tag #	Location	Description	Manufacturer	Model	Serial #	Acquired
A00369808	Elem. Music	Piano	Yamaha	CLP- 645DW	UCYL01011	2018
A00369809	Garage	Grinder	Milwaukee	4.5"Grinder	B96DD1731	2018
A00369810	Garage	Crimping Tool	Quick Cable	HexCrimp Jr.	Part #4247- 001	2018
A00369712(*)	Rm #100	Printer	Epson	NX420	MC2Y002005	Dispose 2018

b. Approve the *Facility Use Requests* as submitted by

- i. Karen Empie on behalf of The Great Big FANY Ride – bicycle tour for the use of the gym, locker rooms, outdoor fields and cafeteria beginning at 12:00 PM on Sunday, July 21 through 9:00 AM Monday, July 22, 2019 for the purpose of hosting an overnite camping location for a bicycle tour group, and
- ii. Ed Mason on behalf of the Westport Youth Commission for the use of the gym on January 8, 2019 and the gym and auditorium on February 9, 2019 from 8 AM – 1 PM for the purpose of hosting biddy basketball tournaments.

c. Approve the request as submitted by Ed Mason on behalf of the Westport Youth Commission for the use of a bus to transport students to Whiteface for the ski/ride program on January 13 & 27, February 3, 24, March 3, 10 and 17, 2019 from 8 AM – 4 PM.

d. Authorize the disposal of (1) Ford F350 XL 4x4 2006 pick-up truck with plow (VIN#1FTWF31576EB19258) by placing this item out to bid.

e. Accept a \$250.00 grant from NYS Education Media/Technology to support Science, Technology, Engineering and Math (STEM) initiatives.

Motion: Sue Russell Second: Jason Welch Yes: 5 No: 0 Abstain: 0 Accept

14. NEW BUSINESS: PERSONNEL

a. Approve Jason Fiegl as an occasional driver (passenger endorsement only) at a rate of \$13.60 per hour effective November 28, 2018.

Motion: Sue Russell Second: Tom Kohler Yes: 5 No: 0 Abstain: 0 Accept

b. Approve the appointment of Emily Mero to the position of (non-certified) substitute teacher at a daily rate of \$75.00 effective December 13, 2018.

Motion: Sue Russell Second: Jim Carroll Yes: 5 No: 0 Abstain: 0 Accept

c. Approve the extra-curricular appointments for the 2018-2019 school year as listed at the stipend per the current WEA contract:

- i. Annette Stephens – Shot Clock Operator
- ii. Hudson Stephens – Shot Clock Operator
- iii. McKenzie Stephens – Shot Clock Operator

Motion: Sue Russell Second: Jim Carroll Yes: 5 No: 0 Abstain: 0 Accept

15. MERGER STUDY

- a. Status report on the merger process – Report provided within Superintendent’s Report (attached).

16. 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.

Micah Stewart asked permission to share information provided this evening regarding the Board of Education election timeline, process and location on social media.

Sheila Borden stated she was pleased with the announcement regarding a Pre-Kindergarten program. She also agreed that the sooner the information was provided to the community regarding the Board of Education election the better.

The January Board of Education meeting will be rescheduled to Thursday, January 3, 2019.

17. ADJOURN

Time: 8:13 PM

Motion: Jim Carroll

Second: Jason Welch

Next Meeting(s): Regular Meeting Thursday, January 4~~0~~3, 2019 at 6:00 PM

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

Date approved by the BOE: January 3, 2019

Jana Atwell, District Clerk