

WESTPORT CENTRAL SCHOOL DISTRICT

Board of Education Regular Meeting

Place: Conference Room

Thursday, March 14, 2019

Time: 6:00 PM

OFFICIAL MINUTES

1. **CALL TO ORDER** at: 6:06 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: Josh Meyer, Interim Superintendent/Principal Visitors: Philip Mero
Jana Atwell, District Clerk Cathy Brankman
Sharlene Petro-Durgan, District Treasurer
5. **CLASS OF 2019 SENIOR TRIP PRESENTATION** – Postponed
6. **ELIZABETHTOWN-LEWIS-WESTPORT BOARD OF EDUCATION LETTER** –
Philip Mero, ELW BOE President

Mr. Mero presented the members of the Westport Central School Board of Education with a letter on behalf of the ELW CSD Board thanking the WCS board, administration and support staff during the merger study process and subsequent votes. The newly formed ELW Board requested that the WCS along with the ELCS districts consider providing the ELW CSD with funding to meet financial obligations moving forward through the remainder of the 2018-19 school year.

7. **CEWW BOCES CAPITAL PROJECT FINANCING** – Jason Schwartz, CPA Bernard P. Donegan, Inc.

Mr. Schwartz provided an overview of the financing options available for Westport Central School to meet their component share (\$401,730) of the CEWW BOCES \$28,950,000 Capital Project.

8. **EXECUTIVE SESSION (LEGALLY CLOSING A SCHOOL DISTRICT** – Jaci Kelleher, Attorney at Law Stafford, Owens, Pillar, Murnane, Kelleher & Trombley, PLLC)

Motion by Sue Russell, second by Jim Carroll to enter into executive session with School Attorney, Jaci Kelleher at 7:16 PM for the purpose of (#4) discussions involving proposed, pending or current litigation, (#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. District Treasurer, Sharlene Petro-Durgan was also invited to attend. Motion carried.

Motion by Jim Carroll, second by Jason Welch to exit executive session and return to regular session at 7:55 PM. Motion carried.

No action taken.

9. APPROVAL OF MINUTES

- a. Approve the meeting minutes of the Board of Education held on February 14, 2019 Regular Meeting.

Motion: Jim Carroll Second: Jason Welch Yes: 4 No: 0 Abstain: 0 Accept

10. APPROVAL OF THE AGENDA

- a. Approve the Board of Education agenda dated March 14, 2019 with modifications/additions #5, 6 and 15 b & c.

Motion: Jim Carroll Second: Jason Welch Yes: 4 No: 0 Abstain: 0 Accept

11. 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.

12. BOARD COMMENT

Jason Welch stated that his preschool daughter recently received a “Soaring Into Reading” book. Student Council Advisor, Cathy Brankman explained that this is an initiative funded by Student Council to send books to preschool children in our district.

13. FINANCIALS

- a. Approve the following financial reports:
 - i. Warrant Report 8A Dated 2/6/19
 - ii. Warrant Report 8B Dated 2/13/19
 - iii. Revenue Status Report School Lunch Fund as of 2/28/19
 - iv. Budget Status Report School Lunch Fund as of 2/28/19
 - v. Budgetary Transfer Report 2/1-2/28/19
 - vi. Revenue Status Report General Fund as of 2/28/19
 - vii. Budget Status Report General Fund as of 2/28/19
 - viii. Cash Flow Report 2018-2019 (July – February)
 - ix. Treasurer’s Report for Multi-Fund Month of February 2019
 - x. Multi-Fund Bank Account Reconciliation as of 2/28/19
 - xi. Payroll Bank Account Reconciliation as of 2/28/19
 - xii. Capital Project Bank Account Reconciliation as of 2/28/19
 - xiii. Extra-classroom Bank Account Reconciliation as of 2/28/19
 - xiv. Financial Statement of Extra-classroom Activity Fund from 2/1/19 – 2/28/19
 - xv. Cafeteria Profit & Loss Statement July – February 2019

Motion: Sue Russell Second: Jim Carroll Yes: 4 No: 0 Abstain: 0 Accept

14. REPORTS AND PRESENTATIONS

- a. Superintendent/Principal Report – See attached.
- b. Director of Special Education Report – Ms. Douglass reported that annual review meetings will begin soon, and that conversations and meetings are taking place to discuss what the (special education) rollover into the new district will look like.

15. CSE RECOMMENDATIONS

- a. Accept and approve the following CSE recommendations for student #504-04-19, P02-18-19 and P03-18-19.

Motion: Jim Carroll Second: Jason Welch Yes: 4 No: 0 Abstain: 0 Accept

16. CONSENT AGENDA: NEW BUSINESS

- a. Accept a mini grant received by Science Teacher, Erica Loher from The Wild Center in the amount of \$500.00 to be used for Earth Day Celebration tentatively scheduled for April 23, 2019.
- b. Response to the 2019 Executive Budget Proposal:
WHEREAS, Public school districts that serve the less wealthy rural communities across the state and throughout the North Country are focused on the Governor’s January 2019 Executive Budget proposal; and

WHEREAS, the Governor’s proposed state aid increase is well below what public school communities need in 2019-20 simply to maintain instructional programs and support services; and

WHEREASE, the tax cap limits local school districts’ ability to increase tax revenue to offset the shortfall in proposed state aid increases; therefore

BE IT RESOLVED, that the Westport Central School District Board of Education strongly urges the Legislature and the Governor to act decisively and promptly, by providing the following measures to help provide public school districts and students a foundation for success:

Provide a statewide minimum increase on foundation aid of at least \$1.5 billion to at least maintain current programs and services in our BOCES’ component school districts and the rest of our State’s public school communities;

Fix the Property Tax Cap for school districts to address its most damaging shortcomings, especially the ability to exclude BOCES capital expenses that have been approved by the voters in a public referendum including the December 2018 CEWW BOCES public referendum for a \$29,850,000 capital project with a polling site in each component school district that passed with a 72% yes vote;

Increase the BOCES Aid for Career and Technical Education (CTE) from the current limit of \$30,000. This limit was established in 1990. When adding only inflation on the \$30,000 salary cap in 1990, it would total almost \$61,000 in 2019;

Allow school districts and BOCES to establish reserve funds for Teacher Retirement System expenses;

Increase the statutory cap on BOCES District Superintendents' salaries, which has been frozen for 15 years.

Reject proposal to combine and cap expense based aids, including BOCES aid and transportation aid.

We wholeheartedly believe that the focus of these important measures will provide our schools and districts in and around the Adirondack Park and Lake Champlain region, and others around the State, with the essential support and a foundation needed for success in the coming year and beyond. We believe that by doing so for the rural and less wealthy school districts throughout the State, and particularly the 17 School Districts in our BOCES, these resources will help to sustain and maintain our educational programs and services to the students throughout New York State.

We believe that all of our component school districts need your help. This assistance is emphasized as our districts grapple with escalating health care costs, and the limitations of the tax cap which impacts how much revenue our local school districts can raise each year.

Therefore, the Westport Central School Board strongly urges you and the Legislature to act promptly and decisively to provide substantially more state aid for our public school districts and make the needed changes as identified in our WCS Board Resolution.

c. Resolution Permitting Plan Changes:

WHEREAS, the Westport Central School District is a member of the Clinton-Essex-Warren-Washington Health Insurance Consortium, and the Westport Education Association is a collective bargaining representative of District employees; and

WHEREAS, the Board of Directors of the Clinton-Essex-Warren-Washington Health Insurance Consortium have recommended that, in order to allow health insurance plans changes to be made, that the District enter into a Memorandum of Understanding with the Westport Education Association in the form attached hereto; and

WHEREAS, the Superintendent recommends that the Board of Education adopt the Memorandum of Understanding,

IT IS HEREBY RESOLVED that the WCS Board of Education adopts the Memorandum of Understanding between the WCS District and the Westport Education Association dated March 14, 2019, and directs the Superintendent to take all necessary steps to effectuate the Memorandum of Understanding.

Motion: Sue Russell Second: Jim Carroll Yes: 4 No: 0 Abstain: 0 Accept

17. NEW BUSINESS: PERSONNEL

- a. Accept and approve the letters of intent to retire as submitted by:
 - i. Jeffrey Marcotte from his position as secondary mathematics teacher effective June 30, 2019,
 - ii. Janet Hoff from her position as receptionist and CSE secretary effective June 28, 2019,
 - iii. John Napper from his position as part-time bus driver effective the end of December 2019, and
 - iv. Frederick Kapper from his position as Teacher Assistant tentatively planned for November 23, 2019.

Motion: Jim Carroll Second: Sue Russell Yes: 4 No: 0 Abstain: 0 Accept

- b. Upon the recommendation of the Interim Superintendent, Holly Frenyea, who holds a professional certification in the Childhood Education (Grades 1-6) area, is hereby granted tenure in the Elementary tenure area effective on June 30, 2019.

Motion: Sue Russell Second: Jim Carroll Yes: 4 No: 0 Abstain: 0 Accept

- c. Upon the recommendation of the Interim Superintendent, Tonya Lackey, who holds an initial certification in the Technology Education area, is hereby granted tenure in the Technology Education tenure area effective on June 30, 2019.

Motion: Jim Carroll Second: Sue Russell Yes: 4 No: 0 Abstain: 0 Accept

- d. Upon the recommendation of the Interim Superintendent, Tracy Waite, who holds an initial certification in the Literacy (Birth-Grade 6) area, is hereby granted tenure in the Remedial Reading area effective on June 30, 2019.

Motion: Jim Carroll Second: Sue Russell Yes: 4 No: 0 Abstain: 0 Accept

- e. Joshua Meyer, who is professionally certified in the School District Leader area is hereby appointed to tenure in the Administrative tenure area effective on June 30, 2019.

Motion: Sue Russell Second: Jim Carroll Yes: 4 No: 0 Abstain: 0 Accept

- f. Approve the appointment of Charles Schoonover as a (certified) substitute teacher effective March 15, 2019 at a daily rate of \$80.70 pending receipt of his fingerprint clearance.

Motion: Jim Carroll Second: Jason Welch Yes: 4 No: 0 Abstain: 0 Accept

- g. Accept and approve the resignation as submitted by Tom Smith from the extra-curricular position of Golf Coach for the 2018-2019 school year.

Motion: Jason Welch Second: Jim Carroll Yes: 4 No: 0 Abstain: 0 Accept

- h. Approve the following extra-curricular appointments for the 2018-2019 school year at a stipend per the current WEA contract:
 - i. Tom Smith – modified baseball coach
 - ii. David Kirkby – co-coach golf
 - iii. Keith Lobdell – co-coach golf
 - iv. Paul Buehler – modified softball coach (ELCS appointment)

Motion: Sue Russell Second: Jim Carroll Yes: 4 No: 0 Abstain: 0 Accept

- i. Contingent upon agreement by the Elizabethtown-Lewis Central School District, the WCSD and ELCS will equally share the cost of expenditures incurred by the newly formed Elizabethtown-Lewis-Westport CSD. In order to process the expenses to be paid by the two current districts (WCS & ELCS), the invoices will be presented to the ELW Board for their approval of payment and then sent to the District Treasurer for processing of payment.

Motion: Jim Carroll Second: Jason Welch Yes: 4 No: 0 Abstain: 0 Accept

17. POLICY

- a. Second reading of new policies as recommended by Erie I Policy Services:
 - i. Allocation of Title I, Part A Funds in the District #5551
 - ii. Education of Students in Foster Care #7133
 - iii. Procurement: Uniform Grant Guidance for Federal Awards #5413

18. PUBLIC COMMENT

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Sue Russell provided an update from the ELW CSD Board of Education meeting held on March 4, 2019.

19. ADJOURN

Time: 9:04 PM

Motion: Jim Carroll

Second: Jason Welch

Next Meeting(s): Regular Meeting Thursday, April 11, 2019 at 6:00 PM

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

Date approved by the BOE: April 11, 2019

Jana Atwell, District Clerk