

**Elizabethtown-Lewis-Westport (ELW) CSD  
Regular Meeting**

**Thursday, April 25, 2019 - 6:00 PM  
Bulles Auditorium WCS  
25 Sisco Street, Westport, NY 12993**

**OFFICIAL MINUTES**

**1. Call to Order** at 6:02 PM by President Mero

**2. Pledge of Allegiance**

**3. Roll Call**

[X] Karin DeMuro    [X] Dina Garvey    [X] Alan Jones    [X] Sarah Kullman  
[X] Philip Mero    [X] Heather Reynolds [X] Suzanne Russell

**4. Executive Session** (approximately one hour)

Specifically, the Board will enter Executive Session for the following reasons:

- a. (#5) Collective negotiations pursuant to article 14 of the Civil Service Law (the Taylor Law), and
- b. (#6) the medical, financial, credit or employment history of a particular person or corporation.
  - i. The Board will discuss items related to the upcoming collective negotiations process with the ELW bargaining units.
  - ii. The Board will receive legal update on steps for ELW to continue moving forward with the merger including addressing topics such as reserves, legal steps to consider, and advice on confidential personnel matters.
  - iii. The Board will discuss matters related to the ELW Superintendent Search currently underway.

ELCS Superintendent Osborne, WCS Interim Superintendent Meyer, Labor Relations Specialist Dan Shaw and School Attorney Doug Gerhardt were invited to attend executive session.

In: 6:03 PM Motion: Alan Jones Second: Karin DeMuro Yes: 7 No: 0 Abstain: 0  
Accept

Out: 8:05 PM Motion: Dina Garvey Second: Karin DeMuro Yes: 7 No: 0 Abstain: 0  
Accept

No action taken.

c. Reconvene to regular session at 8:07 PM

Motion: Alan Jones Second: Dina Garvey Yes: 7 No: 0 Abstain: 0 Accept

## 5. Introduction of Attendees

Also Present: Dr. Mark Davey, Interim Superintendent  
Jana Atwell, District Clerk  
Sharlene Petro-Durgan, District Treasurer  
Scott Osborne, ELCS Superintendent  
Joshua Meyer, WCS Interim Superintendent

Visitors: Mary Lou Morgan  
Cathy Brankman  
Hedy Merrihew  
Kim Dedam  
Jean LeVien  
Evan George

Angela Heroux  
Sue Plumadore  
Carol Schwoebel  
Brad Schrauf  
David Reynolds

## 6. Approval of Minutes

- a. Approve the meeting minutes of the regular meeting held on April 1, 2019 as presented.

Motion: Karin DeMuro      Second: Dina Garvey      Yes: 7      No: 0      Abstain: 0      Accept

## 7. Public Comment

- a. At the start of Public Comment, the Board President will ask for a show of hands to determine how many members of the public wish to offer comment. Three minutes per speaker will be allowed for public comments. When called upon by the Board President to speak aloud, please identify yourself and provide your school district of residence. Public comments will be limited to 15 minutes.

Mary Lou Morgan (ELCS resident & Board of Trustee of the Elizabethtown Library Association) provided a handout to the Board of Education containing information on the Elizabethtown Library Association. Ms. Morgan also presented the Board with a signed petition for a proposition to be included on the ELW CSD ballot for the Annual Budget Vote scheduled for May 21, 2019. The petition requests the ELW CSD to collect an annual tax in the amount of \$18,000.00, separate and apart from the annual school district budget, to be paid to the Elizabethtown Library Association for the support and maintenance of the library.

Angela Heroux (WCS resident & Director of the Elizabethtown Library Association) reiterated the request to place a proposition on the ELW CSD ballot to collect an annual tax to be paid to the Elizabethtown Library Association.

## 8. Presentations/Reports

- a. Budget Presentation #5: 2019-20 ELW CSD Budget Development (as per the approved budget Development Timeline) - Presenter Dr. Mark Davey, Interim Superintendent
- i. Board of Education receives a status report on the NYS Budget and related NYSED or legislative factors which have impacted budget development locally.
  - ii. Board of Education receives a revised and updated budget proposal and summary of changes. (see attached)
  - iii. Board of Education adopts a proposed spending plan for the 2019-20 school year.
    1. Be it resolved by the Board of Education to establish \$15,075,669 as the sum dollar amount that the Board of Education shall place before the qualified eligible voters of the Elizabethtown-Lewis-Westport CSD as Proposition No. 1 at the Annual Meeting to be held on May 21, 2019.

Motion: Alan Jones Second: Karin DeMuro Yes: 6 No: 1 Abstain: 0

Accept

Roll Call Vote: DeMuro - yes, Garvey - yes, Kullman - yes, Mero - yes, Jones - yes, Reynolds - yes, Russell - no

- iv. Board of Education approves proposition No. 2 to be placed on the ballot at the Annual Meeting to be held on May 21, 2019.
  1. Shall the Board of Education of the Elizabethtown-Lewis-Westport Central School District be authorized to appropriate and expend in the 2019-2020 fiscal year of said District \$129,000 from the existing Transportation and Maintenance Equipment Capital Reserve Fund established by a proposition approved by the qualified voters of the Westport Central School District on February 7, 2017, for the purpose of purchasing one 65 passenger school bus at a maximum cost of \$109,000, and one uni-vent heater at a maximum cost (including the cost of installation) of \$20,000, for a total aggregate maximum cost of \$129,000?

Motion: Sarah Kullman Second: Heather Reynolds Yes: 7 No: 0 Abstain: 0 Accept

- v. Board of Education approves proposition No. 3 to be placed on the ballot at the Annual Meeting to be held on May 21, 2019.
  1. Shall the Board of Education of the Elizabethtown-Lewis-Westport Central School District be authorized to appropriate and expend in the 2019-2020 fiscal year of said District \$128,000 from the existing Transportation and Maintenance Equipment Capital Reserve Fund established by a proposition approved by the qualified voters of the Elizabethtown-Lewis Central School District on May 20, 2014, for the purpose of purchasing two 35 passenger school buses at a maximum cost of \$61,000 each, and

one floor cleaner at a maximum cost of \$6,000, for a total aggregate maximum cost of \$128,000?

Motion: Sue Russell    Second: Alan Jones    Yes: 7    No: 0    Abstain: 0    Accept

## 9. Executive Session

Specifically, the Board will enter Executive Session for the following reason:

- a. (#4) Discussions involving proposed, pending or current litigation.
  - i. The Board will discuss matters related to Education Law, Section 259 (levy and collection of an annual tax, year after year, paid to a library).

School Attorney Doug Gerhardt was invited to attend executive session.

In: 9:40 PM    Motion: Alan Jones    Second: Sue Russell    Yes: 7    No: 0    Abstain: 0  
Accept

Out: 9:57 PM    Motion: Karin DeMuro    Second: Dina Garvey    Yes: 7    No: 0    Abstain: 0  
Accept

- b. Reconvene to regular session at 9:59 PM

Motion: Heather Reynolds    Second: Karin DeMuro    Yes: 7    No: 0    Abstain: 0    Accept

BE IT RESOLVED, that pursuant to Education Law, Section 259, the Board of Education of the Elizabethtown-Lewis-Westport Central School District is authorized to levy and collect an annual tax, year after year, separate and apart from the annual school district budget, in the amount of \$18,000.00, which shall be paid to the Elizabethtown Library Association for the support and maintenance of the library; with this appropriated amount to be the annual appropriation until thereafter modified by a future vote of the electors of the Elizabethtown-Lewis-Westport Central School District.

Motion: Sue Russell    Second: Heather Reynolds    Yes: 7    No: 0    Abstain: 0    Accept

## 10. Board Discussion Items

None at this time.

## 11. Financials

- a. Resolved that the Interim Superintendent recommends to the Board of Education the approval of payment, to be equally shared between the ELCS and WCS districts, for the following invoices:
  - i. Westport Hotel & Tavern - \$160.00 dated 4/1/19
  - ii. Harris Beach Attorneys at Law (Invoice #2307751, dated April 17, 2019) - \$280.00 total

Motion: Sue Russell    Second: Dina Garvey    Yes: 7    No: 0    Abstain: 0

Accept

## 12. Action Items

- a. Commission Superintendent Osborne and Interim Superintendent Meyer to prepare a list of current ELCS and WCS teachers, to include tenure dates and certification areas, to assist in determining seniority and potential placement.

Motion: Sarah Kullman    Second: Dina Garvey    Yes: 7    No: 0    Abstain: 0    Accept

- b. Adopt the Property Tax Report Card as prepared and presented by the District Treasurer, Sharlene Petro-Durgan for the 2019-20 proposed budget.
- c. Approve a \$5,000.00 one-time vendor fee for the ELW School Tool database configuration (NERIC hosted).
- d. Approve a one-time vendor fee of \$6,350.00 for 2019-20, a recurring fee in year two of \$2,500.00 for 2020-21, and a recurring fee in year three of \$2,625.00 for 2021-22 to Tyler Technologies for Traversa (a fully web-based transportation system).
- e. Approve and adopt the School District Board Authorization Resolution prepared by Champlain National Bank, a designated depository for funds of the ELWCSD (resolution attached).
- f. Approve a fee of \$179,974.84 for 2019-20 for Cooperative Technology Services (CTS), NERIC Service Code 604.002.010, provided by NERIC.

Motion: Karin DeMuro    Second: Heather Reynolds    Yes: 7    No: 0    Abstain: 0    Accept

- g. ~~Approve~~ Accept the ~~placement of a~~ funding proposition for the Wadhams Free Library and Westport Library Association before the ELW voters in the upcoming school budget election on May 21, 2019 requesting an annual appropriation of \$7,000.00 for the Wadhams Free Library and \$15,000.00 for the Westport Library Association to assist in the operation and maintenance of the two libraries, to be raised annually by a tax upon the taxable real property of the current Westport School District taxpayers pursuant to Education Law Section 259, and to be paid separately to the the trustees of the two libraries by the trustees of the ELW school district, with this appropriated amount to be the annual appropriation thereafter until modified by the future vote of the electors of the Elizabethtown-Lewis- Westport Central School District.

Motion: Karin DeMuro    Second: Alan Jones    Yes: 7    No: 0    Abstain: 0    Accept

## 13. CVES Board Member Election

- a. Resolved that the Board of Education of the Elizabethtown-Lewis-Westport Central School District cast one vote for Patricia Gero for one of the eight seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Education Services) Board.
- b. Resolved that the Board of Education of the Elizabethtown-Lewis-Westport Central School District cast one vote for Linda Gonyo-Horne for one of the eight

- seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Education Services) Board.
- c. Resolved that the Board of Education of the Elizabethtown-Lewis-Westport Central School District cast one vote for Richard Harriman Sr. for one of the eight seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Education Services) Board.
  - d. Resolved that the Board of Education of the Elizabethtown-Lewis-Westport Central School District cast one vote for Richard Malaney for one of the eight seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Education Services) Board.
  - e. Resolved that the Board of Education of the Elizabethtown-Lewis-Westport Central School District cast one vote for Lorene Saunders for one of the eight seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Education Services) Board.
  - f. Resolved that the Board of Education of the Elizabethtown-Lewis-Westport Central School District cast one vote for Doug Spilling for one of the eight seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Education Services) Board.
  - g. Resolved that the Board of Education of the Elizabethtown-Lewis-Westport Central School District cast one vote for Michael St. Pierre for one of the eight seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Education Services) Board.
  - h. Resolved that the Board of Education of the Elizabethtown-Lewis-Westport Central School District cast one vote for Scott Thurber for one of the eight seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Education Services) Board.

Motion:Sue Russell      Second: Alan Jones      Yes: 7    No: 0    Abstain: 0      Accept

#### **14. CVES Administrative Budget Vote**

- a. Resolved that the Board of Education of the Elizabethtown-Lewis-Westport Central School District votes to approve the tentative 2019-20 Administrative Budget of the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Educational Services).

Motion: Sue Russell      Second: Karin DeMuro      Yes: 7    No: 0    Abstain: 0      Accept

Recognition and congratulations to Doug Spilling for his nomination to the CVES Board of Education as an ELW representative.

#### **15. Committee Appointments/Updates**

- a. Policy Committee Update - Superintendent Osborne
  - i. Resident and Non-Resident Students
  - ii. Placement of Students in Classes and/or Buildings
  - iii. Policy Service Recommendation for the 2019-20 School Year Update

Policies are awaiting legal counsel review and will be placed on the May 7th agenda for first reading.

The policy consulting services have been narrowed to two - HSLD&G and NYSSBA.

- b. Transition Advisory Teams Update - Superintendent Osborne & Interim Superintendent Meyer - See attached.

#### **16. Superintendent's Update**

- a. ELW Communication Updates - Social media presence is being established and populated.
- b. ELW Board of Education meeting date change from Thursday, May 23, 2019 to Thursday, May 30, 2019 at 6:00 PM. - Rescheduled meeting date yet to be determined.
- c. Public Budget Hearing to be held on Tuesday, May 7, 2019 at 6:00 PM in the Donald Huntley Auditorium Elizabethtown-Lewis Central School building.
- d. Annual Budget Vote to be held on Tuesday, May 21, 2019 between the hours of 12:00 noon and 8:00 PM in the lobby outside the Bulles Auditorium Westport Central School building.

#### **17. Public Comment**

Floor was opened for public comment, none voiced.

#### **18. Other**

#### **19. Executive Session (if needed)**

**20. Next Meeting:** Tuesday, May 7, 2019 Public Budget Hearing & Regular Meeting at 6:00 PM in the Donald Huntley Auditorium at ELCS

#### **21. Adjournment**

Time: 10:46 PM      Motion: Karin DeMuro      Second: Alan Jones      Accept

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

Date approved by the BOE:

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Jana Atwell, District Clerk