

Board of Education Meeting
CAZENOVIA CENTRAL SCHOOL DISTRICT
CAZENOVIA, NY 13035-1098

Board of Education Conference Room
November 20, 2017
6:30 PM

Regular Session

Board Members Present: Jan Woodworth, Leigh Baldwin,, Lisa Lounsbury, David Mehlbaum, Mark Goris, Jennifer Parmalee and Lou Orbach

Board Members Absent:

Administrators Present: Matthew Reilly, Thomas Finnerty, Terry Ward

Call to Order: The meeting was called to order by Jan Woodworth at 6:30. She asked all for a moment of silence and then to stand for the pledge of allegiance.

Public Comments: None

Written Communications: Matt read a letter from Joanne Race concerning scheduling for high school students which was also an editorial in the Cazenovia Republican. Rachel Copeland spoke about the school calendar and lack of diverse items on calendar. He also read a letter from a parent of a CSE student who graduated and he wants to donate \$500 for use in the CSE Life Skills class.

Educational Highlights: None

Information and Reports: David Mehlbaum reported that the Facilities Committee had met concerning the Smart Schools next phase. Lisa Lounsbury, Jan Woodworth, Terry Ward and Matt Reilly are all serving on the Scheduling/dedicated lunch committee. At their last meeting they split into different tasks. There will be another meeting on Wednesday the 22nd. The students on the committee have done a 13 question student survey.

Jan Woodworth, Board President, welcomed the newest member Mark Goris who is stepping in for Board Member Kathy Hahn as she is moving to the Albany area. He will finish out this year.

Report from Administrators:

- Matt Reilly Superintendent - Matt reported that last month Denise Lucas asked the board about posting our property at Fenner Fields as she has seen hunters on the property. We have posted the property.

Matt told the board how we were doing as far as our protection against terrorists. For protection we have single points of entry in all schools, however our security system is out dated We will rectify this with our Smart Schools. In our response we have had lock out drills, lock in drills and stay in place drills. There will be demonstration by Armor 1. We are trying to get state law enforcement familiar with local police and all familiar with all of our schools. We will continue to work on it and get greater consistency.

Matt reported that we are moving forward with our STEM labs. We are creating spaces in Burton and Middle School to devoted to and outfitted for STEM use in mind. Funds need to be found and we have money from Senator Velesky and Assemblyman Magee with money donated to the schools with restrictions on its use.

Matt told the board we will be having Administrative team changes. Two administrators are taking Superintendent positions. Terry Ward will be superintendent in CatoMeridian and Eric Knuth will be superintendent in APW beginning in January. We need to keep moving forward. This will necessitate some structural changes. We will need a Special Education Director, a Data and Curriculum Director and High School Principal and Associate Principal. We will put interim personnel in place in order to have time to make good choices for these positions.

- Tom Finnerty - reported that there is good news in budgeting, The tax levy limit will be 2% plus the growth factor. Federal cuts could have impact on school funding. We are over funded.

Tom said that he and Sheryl Conley and Pat Marzeski went to the NYSASBO (Business Officials Conference). It was good for the most part and we received some good information.

Tom also reported that he had a question on the treasurer report in the capital account. It had a negative balance. This is because of tone expenditure on smart schools and bus bonds. We will be getting this back and the totals will be correct again.

- Terry Ward - reported that they have had multiple meetings on the strategic planning. 49 people are involved right now. They have broken up into new task forces. They are Wellness, Student Engagement and School, Home and Community Engagement There will be a meeting on December 20 which is the half way check in point for all of the task forces at 5:30.

Consent Agenda:

- Routine Matters
 1. Minutes of October 16, 2017 (approved as amended)
 2. Financial Report for October
 3. Special Education Reports
 4. Budget Transfers
 5. Overnight Field Approval

Whereas Paul Harney, Boys' Varsity Basketball Coach, is asking for permission for the Boys Varsity Basketball Team to go to Lake George to participate in the Coaches Versus Cancer Shootout 2017 Basketball Tournament and Mr. Knuth, High School Principal has approved this trip be it

Resolved that the Boys Basketball Team go to Lake George to participate in the Coaches Versus Cancer Basketball Tournament on December 1 - December 2, 2017

A motion was made by Lou Orbach and seconded by Leigh Baldwin. The motion carried 7-0.

New Business:

A. Resolution Authorizing Participation in Cooperative Energy Purchasing Service (NYSMEC) for Electricity

WHEREAS, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

WHEREAS, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

WHEREAS, Cazenovia Central School District (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

WHEREAS, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

NOW THEREFORE, BE IT RESOLVED, that this Board hereby determines that it is in the interests of the Cazenovia Central School District to participate in the NYSMEC, and authorizes and directs Thomas Finnerty, Assistant Superintendent of Cazenovia Central School District to sign the Agreement/and or the Billing Schedule and Agreement for electricity on its behalf; and

BE IT FURTHER RESOLVED, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of electricity delivered to the delivery point of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity electricity not to exceed \$.1048 (dollars) per kWh for a term of at least one year and no more than three years commencing May 1, 2018, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

BE IT FURTHER RESOLVED, that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

BE IT FURTHER RESOLVED, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

A motion was made by Lisa Lounsbury and seconded by Lou Orbach to approve the contract for Electricity.

B. Resolution Authorizing Participation in Cooperative Energy Purchasing Service (NYSMEC) for Natural Gas

WHEREAS, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

WHEREAS, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

WHEREAS, Cazenovia Central School District (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

WHEREAS, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May, 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below;

NOW THEREFORE, BE IT RESOLVED, that this Board hereby determines that it is in the interests of the Cazenovia Central School District to participate in the NYSMEC, and authorizes and directs Mr. Thomas Finnerty to sign the Agreement/and or the Billing Schedule and Agreement for natural gas on its behalf; and

BE IT FURTHER RESOLVED, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of natural gas delivered to the city gate of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity natural gas not to exceed \$1.134 (dollars) per therm for a term of at least one year and no more than three years commencing May 1, 2018, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

BE IT FURTHER RESOLVED, that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

BE IT FURTHER RESOLVED, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

A motion was made by Lou Orbach and seconded by Lisa Lounsbury to approve the participation in Cooperative Purchasing Service for Natural Gas.

C. Resolution to Pay Balance of SAM Grant Project

WHEREAS the Cazenovia Central School District has been granted a \$50,000 State and Municipal Facilities (SAM) Grant to purchase a plow truck and,

WHEREAS the SAM Grant requires a formal commitment by the district to commit to pay the balance of the project and,

WHEREAS the Board of Education has the authority to commit the funds to the plow truck project and,

WHEREAS the approved district budget included funds to cover the balance of the project, therefore be it

RESOLVED that the Board of Education approves the expenditure of \$6,571.30 to pay the balance of the SAM Grant plow truck project, and that the funds shall come from the operations and maintenance equipment budget from the 2017-2018 approved budget.

A motion was made by Leigh Baldwin and seconded by Lisa Lounsbury to pay the Balance of SAM Grant Project.

D. Acceptance of Donation

WHEREAS the Board of Education has the authority and obligation to amend the budget to accommodate the appropriation of funds from cash donations, and

WHEREAS Ms. Aimee Koval would like to donate \$500 cash for the purpose of providing materials and supplies for CSE supports, specifically for Mr. Mascari's class, and

WHEREAS this gift has no further district obligations or expectations attached other than for use by Mr. Mascari's class, be it

RESOLVED that the Board of Education accepts this generous gift of \$500 from Ms. Aimee Koval, and be it further

RESOLVED that the Board of Education amends the 2017-2018 General Fund Budget to accommodate the cash donation by adding \$500 to Revenue code 2705 – Gifts and Donations and add \$500 to Expenditure code A.2255.550.500 for use by Mr. Mascari's Class.

A motion was made by Lou Orbach and seconded by David Mehlbaum to accept the donation. The motion carried 7-0.

E. Lease of the Backup Copier for the Copy Center

Whereas the Board of Education of the Cazenovia Central School District desires to enter into up to a 45 month service contract with the Onondaga-Cortland-Madison Board of Cooperative Educational Services (hereafter referred to as OCM BOCES) in order for the Regional Information Center (RIC) to furnish certain services to the District pursuant to Education Law 1950(4)(jj), those services being but not limited to network printing services in CoSer 521, 562 and/or Co-Ser 620. Therefore, be it

Resolved, that the Board of Education of the Cazenovia Central School District agrees to enter into a contract with the OCM BOCES for the provision of said services to the District not to exceed in total over the life of this agreement the estimated annual payment for equipment and Regional Information Center support of \$2,820.00 plus overage charges incurred by the OCM BOCES on behalf of the school district during the term of this

contract. This amount may be amended with the approval of both parties. Payments will be made as part of a regular annual BOCES contract for services. Further, this contract will be finalized by the Superintendent of the school district and is subject to the approval of the Commissioner of Education for both this multi-year service agreement and the OCM BOCES Document Services Agreement contract that will be entered into on behalf of the school district at its request. This contract will be for a maximum period of 45 months commencing on or about January 1, 2018.

A motion was made by Lisa Lounsbury and seconded by Lou Orbach to lease the backup copier. The motion carried 7-0.

F. Acceptance of Tax Collector's Report

WHEREAS Education Law provides that the Tax Collector shall be relieved of responsibility for the uncollected portion of the tax list when a complete list of delinquent tax items have been certified to the Board of Education, and since the Collector has affixed her affidavit to such statement and has filed a statement accounting for the handling of the Tax Warrant and list as attached, and

WHEREAS the Assistant Superintendent and the District Clerk have examined and verified the accuracy of the signed report of the Collector,

BE IT RESOLVED that the Board accept the report of the Tax Collector and having determined that the Collector has accounted for the full amount of the Tax Warrant, direct that the lists of delinquent tax items, with the addition of the 3% penalty, be certified to the office of the County Treasurer and/or other tax enforcement officer, and it is further directed that the tax warrant, roll and tax collector's copies of the tax receipts be placed on file and given fire protection in the school vault.

A motion was made by David Mehlbaum and seconded by Lou Orbach to accept the tax collector's report. The motion carried 7-1

G. Standard Work Days

BE IT RESOLVED, that the Cazenovia Central School District, Location code 72501, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Title	Standard Work Day (hrs/day)
Automotive Mechanic/Mechanic Helper	8.0
Cleaners, Custodians, Bldg. Maint., Grounds	8.0
Coordinator of Athletics & Communication	8.0
Director of Facilities	8.0
Transportation Supervisor	8.0
Computer Services Technician (12-month)	7.5
Office Assistants 1 & 2, Clerks, Secretaries	7.5

Registered Professional Nurses	7.5
Payroll Coordinator	7.5
School District Treasurer	7.5
Library Aide	7.5
Computer Svcs Tech/Support Specialist (10-month)	6.5
Teacher Aide	6.0
Occupational Therapist/Physical Therapist	6.0
School Bus Driver	6.0
School Monitor/School Bus Attendant	6.0

A motion was made by David Mehlbaum and seconded by Leigh Baldwin to establish the standard work day. The motion carried 7-0.

H. Approval of 2018-2019 Budget Calendar

WHEREAS the Board of Education desires to establish target dates for the preparation, review and submission to the voters of the 2018-2019 proposed budget, be it

RESOLVED that the Board of Education adopt the attached 2018-2019 budget calendar.

A motion was made by Lisa Lounsbury and seconded by Lou Orbach to approve the calendar. The motion carried 7-0.

I. Abolishment of One Teacher Aide Positions

Whereas Mr Reilly, Superintendent of schools has recommended that one Teacher Aide Position in the Middle School be abolished due to the student leaving the district, be it

Resolved that the aide position will be abolished.

A motion was made by Lisa Lounsbury and seconded by Lou Orbach to abolish the teacher aide position. The motion carried 7-0.

VIII. Personnel Report - **A motion was made by Lisa Lounsbury and seconded by Lou Orbach to approve the Personnel Report. The motion carried 7-0.**

IX 2nd Public Comments - Joanne Race, who has 3 children attending Cazenovia’s schools spoke to the board concerning the benefits of Block Scheduling.

X Discussion Items -

XI Advance Planning

A. Items for Future Agendas - Update on Rachel’s Challenge, Health Insurance

B. Future Meeting Dates - Policy Committee December 18, 2017 at 5:00

XII **Other Board Concerns**

XIII **Possible Executive Session:** A motion was made by David Mehlbaum and seconded by Lisa Lounsbury to move into Executive Session to discuss the CASA negotiations.

Adjournment: The meeting adjourned at 10:30 pm.

Respectfully submitted,

Patricia Marzeski, District Clerk