

**CAZENOVIA CENTRAL SCHOOL DISTRICT
CAZENOVIA, NEW YORK 13035-1098**

Regular Meeting of the Board of Education

February 10, 2020

Board of Education Conference Room

6:30 pm

AGENDA

- I. Call to Order, moment of silence and Pledge of Allegiance
- II. Written Communication
- III. Educational Highlights - ELA Presentation - Kristi Chiarello, English Dept. Leader
- IV. Public Comments
Guidelines:
 - *Each Speaker is permitted three minutes for comment. They must state their name and address for the record and be recognized by the Board President.*
 - *All comments must be directed to the Board President.*
 - *The Board will listen to comments but not debate or discuss items.*
 - *The Board is not permitted to address personnel or individual student matters.*
 - *The Board will limit repetitive comments in order to give time to others wishing to speak.*
- V. Information and Reports
 - A. Reports from Board Members
 1. Board Committees
 2. Board President - Dr. Jan Woodworth
 - B. Reports from Administration
 1. Superintendent of Schools - Matthew Reilly - Principal Hire Process
 2. Assistant Superintendent - Thomas Finnerty - Budget Presentation
- VI. Consent Agenda - Recommended Actions:

Routine Matters
 1. Minutes for January 13, 2020
Motion for approval is recommended
 2. Committee on Special Education Report
Motion for approval is recommended
 3. Overnight Field Trip - Varsity Baseball Team, Myrtle Beach, South Carolina
Teacher in Charge - Tim Mascari and Jack Malmsheimer
Motion for approval is recommended

VII. New Business

A. BOND RESOLUTION OF THE CAZENOVIA CENTRAL SCHOOL DISTRICT ADOPTED FEBRUARY 10, 2020, AUTHORIZING THE ISSUANCE AND SALE OF SERIAL BONDS OR NOTES IN ANTICIPATION OF SUCH BONDS IN THE AGGREGATE PRINCIPAL AMOUNT OF \$2,200,000.

RECITAL

WHEREAS, the Cazenovia Central School District (the “District”), as a local agency pursuant to the New York State Environmental Quality Review Act (“SEQRA”), ECL Section 8-0101, et seq., and implementing regulations, 6 NYCRR Part 617 (the “Regulations”) reviewed the Project (defined below) as required, and determined by resolution adopted November 18, 2019 that the Project is a Type II Action under SEQRA which will have no significant negative environmental impact and does not exceed thresholds established under 6 NYCRR Part 617, State Environmental Quality Review Act.

WHEREAS, the qualified voters of the District, at the Annual District meeting duly called and held on January 14, 2020 did vote and adopt a proposition authorizing energy performance enhancements to all District buildings, including building envelope, HVAC, control equipment and lighting improvements and furnishings, fixtures and equipment required for such purposes, architectural/engineering and other professional services fees and all other necessary costs incidental to such work, and the expenditure of a total sum not to exceed \$2,200,000, which is estimated to be the total maximum cost thereof, and said amount, or so much thereof as may be necessary, shall be raised by the levy of a tax upon the taxable property of said School District and collected in annual installments as provided by Section 416 of the Education Law; and, in anticipation of such tax, obligations of said School District, in the principal amount not to exceed \$2,200,000, shall be issued; and

NOW, THEREFORE BE IT RESOLVED, BY THE BOARD OF EDUCATION OF THE DISTRICT, (by favorable vote of not less than two thirds of all the members of said Board of Education) AS FOLLOWS:

Section 1. The District is hereby authorized to make energy performance enhancements to all District buildings, including building envelope, HVAC, control equipment and lighting improvements and furnishings, fixtures and equipment required for such purposes, architectural/engineering and other professional services fees and all other necessary costs incidental to such work (collectively referred to herein as the “Project”) at a total estimated cost not to exceed \$2,200,000, and said amount is hereby appropriated therefor. The estimated total cost of said specific objects or purposes, including preliminary costs and costs incidental thereto and the financing thereof, is \$2,200,000 and the plan of financing includes the issuance of serial bonds in the aggregate principal amount not to exceed \$2,200,000 to finance said appropriation and the levy and collection of taxes on all the taxable real property in the District to pay the principal of said bonds and the interest thereon as the same shall become due and payable, subject to applicable amounts of state assistance available or to any revenues available for such purpose from any other source.

Section 2. Bonds and bond anticipation notes (including the renewal of any bond anticipation notes) of the District are hereby authorized to be issued pursuant to the provisions of the Local Finance Law of the State of New York (the "Local Finance Law"), in a principal amount not to exceed \$2,200,000 to finance said appropriation for the Project.

Section 3. The following additional matters are hereby determined and declared with regard to the Project:

- (a) Under the Local Finance Law, the period of probable usefulness of the Project is thirty (30) years;
- (b) Current funds are not required by the Local Finance Law to be provided prior to the issuance of the bonds and any notes issued in anticipation thereof authorized by this resolution;
- (c) The proposed maturity of the bonds authorized by this resolution will exceed five (5) years.

Section 4. The temporary use of available funds of the District, not immediately required for the purpose or purposes for which the same were raised or otherwise created, is hereby authorized pursuant to Section 165.10 of the Local Finance Law, for the capital purposes described in Section 1 of this resolution. The reasonably expected source of funds to be used to initially pay for the expenditures authorized by Section 1 of this resolution shall be from the District's General Fund. It is intended that the District shall then reimburse expenditures from the General Fund with the proceeds of the bonds and bond anticipation notes authorized by this resolution and that the interest payable on the bonds and any bond anticipation notes issued in anticipation of such bonds shall be excludable from gross income for federal income tax purposes. This resolution is intended to constitute the declaration of the District's "official intent" within the meaning of Treasury Regulation Section 1.150-2 to reimburse the expenditures authorized by this resolution with the proceeds of the bonds and bond anticipation notes authorized herein. Other than as specified in this resolution, no monies are reasonably expected to be, received, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the objects or purposes described herein.

Section 5. Each of the bonds authorized by this resolution and any bond anticipation notes issued in anticipation thereof shall contain the recital of validity as prescribed by Section 52.00 of the Local Finance Law and said bonds and any notes issued in anticipation of said bonds shall be general obligations of the District, payable as to both principal and interest by general tax upon all the taxable real property within the District without limitation of rate or amount. The full faith and credit of the District are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds and any notes issued in anticipation of the sale of said bonds and provision shall be made annually in the budget of the District of appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year. The bonds may be issued such that annual installments of principal and interest are substantially level, as provided by law.

Section 6. The validity of the bonds authorized by this resolution and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

- (a) such obligations are authorized for an object or purpose for which the District is not authorized to expend money, or
- (b) the provisions of law which should be complied with at the date of the publication of such resolution are not substantially complied with, and an action, suit or proceeding contesting such validity, is commenced within twenty days after the date of such publication, or
- (c) such obligations are authorized in violation of the provisions of the constitution.

Section 7. The power to issue and sell the bonds and any notes issued in anticipation thereof (including any renewal notes), including all powers or duties pertaining or incidental thereto, is hereby delegated to the President of the Board of Education, as Chief Fiscal Officer, except as herein provided. The obligations shall be of such terms, form and contents as may be determined by the Chief Fiscal Officer, pursuant to the Local Finance Law. The Chief Fiscal Officer is authorized to execute and deliver any documents and to take such other action as may be necessary and proper to carry out the intent and provisions hereof.

Section 8. Trespasz & Marquardt, LLP is appointed bond counsel to the District for the Obligations authorized herein.

Section 9. This resolution shall take effect immediately. The District Clerk is hereby authorized and directed to publish a summary of the foregoing resolution, together with a Notice in substantially the form prescribed by Section 81.00 of the Local Finance Law in the newspapers having general circulation in the District and designated the official newspapers of District for such publication.

The adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Dr. Jan Woodworth, President	Voting	_____
David Mehlbaum, Vice President	Voting	_____
Leigh Baldwin	Voting	_____
Katherine Hahn	Voting	_____
Ronald Luteran	Voting	_____
Jennifer Parmalee	Voting	_____
JoAnne Race	Voting	_____

The resolution was declared adopted.

B. 2020-2021 Bus Purchase – Bonding, SEQRA, Vote

BE IT RESOLVED by this Board of Education as follows:

Section 1. The Annual Meeting of the qualified voters of the Cazenovia Central School District, Counties of Madison and Onondaga, State of New York, will be held in the Auxiliary Gymnasium of the Cazenovia Middle School, 31 Emory Avenue, Cazenovia, New York, on the 19th day of May, 2020 from **12:00 P.M. to 9:00 P.M.**, prevailing time, for the purpose of voting on the proposition described in the Notice of Annual District Meeting hereinafter set forth.

Section 2. The business to be acted upon at said Annual District Meeting shall be as stated in the Notice thereof, and the District Clerk is hereby authorized and directed to cause the Notice of said Annual District Meeting to be published in the *Cazenovia Republican* and the *Oneida Dispatch*, newspapers having a general circulation within the District, such publications to be made four (4) times each in such newspapers within the seven (7) weeks next preceding such Special District Meeting, the first publication to be at least forty-five (45) days prior to the date of said Special District Meeting.

Section 3. The Cazenovia Central School District (the "District"), as a local agency pursuant to the New York State Environmental Quality Review Act ("SEQRA"), ECL Section 8-0101, *et seq.*, and implementing regulations, 6 NYCRR Part 617 (the "Regulations"), having reviewed the impact of the bus acquisition described herein upon the environment, determined that such project constitutes a "Type II Action" under the Regulations and, as such, is not subject to review under SEQRA;

Section 4. Said Annual District Meeting shall be called by giving the following notice thereof:

**NOTICE OF ANNUAL SCHOOL DISTRICT MEETING
OF VOTERS OF THE
CAZENOVIA CENTRAL SCHOOL DISTRICT**

THE BOARD OF EDUCATION OF THE CAZENOVIA CENTRAL SCHOOL DISTRICT HEREBY GIVES NOTICE that pursuant to a Resolution adopted by the Board of Education of the District on February 10, 2020, the annual meeting of the qualified voters of said School District, Counties of Madison and Onondaga, State of New York, will be held in the Auxiliary Gymnasium of the Cazenovia Middle School, 31 Emory Avenue, Cazenovia, New York, in said District, on May 19, 2020, between the hours of **12:00 P.M. to 9:00 P.M.** prevailing time, for the purpose of voting upon the following proposition:

PROPOSITION

Shall the Board of Education purchase, and at the option of the Board, finance three (3) student transport vehicles at an estimated cost not to exceed \$304,738, including necessary furnishings, fixtures and equipment and all other costs incidental thereto (the "Vehicles) and to expend a total sum not to exceed \$304,738, which is estimated to be the total maximum cost thereof, and levy a tax which is hereby voted foregoing in the amount of \$304,738, which shall be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education and in anticipation of the collection of such tax, bonds and notes are hereby authorized to be issued at one time, or from time to time, in the principal amount not to exceed \$304,738, and a tax is hereby voted to pay the interest on said obligations when due.

NOTICE IS FURTHER GIVEN that voting upon the foregoing proposition will be by paper ballot and will take place on May 19, 2020, in the Auxiliary Gymnasium of the Cazenovia Middle School, 31 Emory Avenue, Cazenovia, New York, between the hours of **12:00 P.M. and 9:00 P.M.** prevailing time.

NOTICE IS FURTHER GIVEN that qualified voters may obtain applications for absentee ballots from the office of the District Clerk of the Cazenovia Central School District, Cazenovia Middle School, Cazenovia, New York. Completed applications for absentee ballots must be received by the District Clerk of the School District no later than 4:00 p.m. prevailing time, on May 18, 2020, and must be received no later than 4:00 p.m., prevailing time, on May 12, 2020 if the absentee ballot is to be mailed to the voter. Completed applications received after 4:00 p.m. on May 12, 2020 will require the voter to personally appear at the Office of the Clerk of the School District to receive an absentee ballot. A listing of all persons to whom an absentee ballot is issued will be available for inspection by any qualified voter during regular business hours in the Office of the Clerk of the School District through May 18, 2020.

NOTICE IS FURTHER GIVEN that the proposition set forth on paper ballots shall appear as follows:

PROPOSITION

Shall the Board of Education purchase, and at the option of the Board, finance three (3) student transport vehicles at an estimated cost not to exceed \$304,738, including necessary furnishings, fixtures and equipment and all other costs incidental thereto and to expend a total sum not to exceed \$304,738, which is estimated to be the total maximum cost thereof, and levy a tax which is hereby voted foregoing in the amount of \$304,738, which shall be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education and in anticipation of the collection of such tax, bonds and notes are hereby authorized to be issued at one time, or from time to time, in the principal amount not to exceed \$304,738, and a tax is hereby voted to pay the interest on said obligations when due.

DATED: February __, 2020

**BY ORDER OF THE BOARD OF EDUCATION
Janet Goris, District Clerk**

Section 5. The vote upon the proposition to be submitted to the qualified voters shall be by paper ballot, and the District Clerk is hereby authorized and directed to have the necessary paper ballots printed in form corresponding as nearly as may be with the requirements of the Education Law.

Section 6. This Resolution shall take effect immediately.

C. Designation of Public Hearing

BACKGROUND

New York State Education Law has established a seven-day window of time during which boards of education must hold the mandated public hearing on the budget. This time frame shall be at least seven days but not more than fourteen days prior to the budget vote, which will be on May 19, 2020.

ALTERNATIVE ACTION

The Board of Education could decide not to approve this date or choose an alternate date.

RECOMMENDED ACTION

BE IT RESOLVED that the Cazenovia Central School District Board of Education conduct a Public Hearing on the 2020-2021 Proposed Budget on May 12, 2020 at 6:30 pm in the High School Auditorium, and be it

FURTHER RESOLVED that the Annual Vote be conducted on May 19, 2020 from 12:00 pm to 9:00 pm in the Middle School Auxiliary Gym for the purpose of voting on the annual budget, election of new board members, the purchase of three (3) regular buses, the appropriation of funds for the Cazenovia Public and New Woodstock Free Libraries and any other matters that may legally be voted upon, and be it

FURTHER RESOLVED that the District Clerk is hereby authorized and directed to publish the appropriate legal notices.

D. 2018-19 Extra-Classroom Activity Fund Audit - Corrective Action Plan

BACKGROUND

Last October, D'Arcangelo & Co., LLP presented their audit results of our 2018-2019 Extra-Classroom Activity funds. This is an annual requirement by State law. They made some corrective suggestions in the areas of Activity Fund Management and Cash Receipts. Further, they identified seven clubs that had no financial transactions for the 2018-2019 fiscal year. The Assistant Superintendent developed a Corrective Action Plan for submission to the State. This corrective action plan needs the approval of the board.

ALTERNATIVE ACTION

The board could ask the Assistant Superintendent to alter the Corrective Action Plan.

RECOMMENDED ACTION

Whereas Cazenovia Central School's Extra-Classroom Activity Fund was audited and corrective suggestions were made by the D'Arcangelo & Co, LLP auditing firm for fiscal year 2018-2019, and

Whereas the Assistant Superintendent developed a Corrective Action Plan to address the suggestions, and

Whereas the Office of Audit Services requires Board of Education approval of the Corrective Action Plan prior to submission, be it

Resolved that the Board of Education approve the 2018-2019 Extra-Classroom Activity Fund Audit - Corrective Action Plan.

- VIII. Personnel Report
Recommended for Approval
- IX. Discussion Items

Policy Committee
 - Policy # 7680 - Independent Educational Evaluations - 1st Reading
 - Policy # 7540 - Suicide - 1st Reading
- X. 2ND Public Comments
- XI. Advance Planning
 - A. Items for Future Agendas
 - B. Future Meeting Dates
- XII. What Did We Do for Kids?
- XIII. Possible Executive Session
- XIV. Adjournment