

**MINUTES OF THE MEETING OF  
THE BOARD OF EDUCATION**

SANDY CREEK CENTRAL SCHOOL DISTRICT  
SALISBURY STREET  
SANDY CREEK, NEW YORK

**Date:** March 9, 2017  
**Meeting:** Regular  
**Place:** Sandy Creek Board Room

**Board Members Present:**

Brian MacVean  
James Dowlearn  
Janet Hanni  
Deanna Soule  
Brenda Yerdon  
Mark Haynes  
James Dowlearn

**Others Present:**

Kyle Faulkner  
Shelley Fitzpatrick (Absent)  
Bonnie Finnerty  
Carolyn Shirley  
Louis Chistolini

Emily Wemmer  
Andy Ridgeway  
Mike Stevens  
Tonya Trudell  
Brandie Norton  
Heidi Metott

Pat McDougal  
Michelle Shirley

**Board Members Absent:**

Tammy Miller

**CALL TO ORDER:**

Brian MacVean, Board President, called the meeting to order at 6:01 p.m. in the Board Room.

**PLEDGE OF ALLEGIANCE:**

All present recited the pledge of allegiance.

**PRESENTATION:**

None.

**PUBLIC COMMENT:**

Tonya Trudell, Social Studies Teacher, spoke about her participation at the state Social Studies conference in Albany.

Brandie Norton, SCTA President, spoke about a SCTA meeting and their appreciation for Mr. Faulkner.

**CONSENT AGENDA CHANGES:**

None.

**RECOMMENDED RESOLUTION:**

Motion made by Hanni, seconded by Yerdon, that the Sandy Creek Central School District Board of Education hereby approves the Consent Agenda.

6 yes, 0 no, 1 absent

Motion carried

**APPROVAL OF MINUTES:**

The approval of the minutes of the Regular Board of Education Meeting held on February 9, 2017.

**APPROVAL OF THE CSE RECOMMENDATIONS:**

New York State Education Law and Part 200 of the Regulations of the New York State Commissioner of Education empower Boards of Education to provide suitable educational programs for students with disabilities, upon the recommendation of the Committee on Special Education.

The Committee on Special Education has determined that the children listed on the attached possess disabilities to a degree sufficient to warrant placement in a Special Education Program.

Based upon the committee's decision, the Board of Education accepts the Committee on Special Education's recommendations, and will provide these children with the appropriate programs.

**APPROVAL OF THE FINANCIAL REPORTS:**

To approve the Clerk and Treasurer's Report for the period of January 1, 2017 – January 31, 2017.

To approve the Extracurricular Treasurer's Report for the period of January 1, 2017 – January 31, 2017.

**APPROVAL OF POSITION AUTHORIZATIONS/ABOLISHMENTS, RESIGNATIONS/TERMINATIONS, LEAVES OF ABSENCE, AND APPOINTMENTS:**

**AUTHORIZATIONS/ABOLISHMENTS:**

None.

**RESIGNATIONS/TERMINATIONS:**

None.

**LEAVES OF ABSENCE:**

None.

**APPROVAL OF APPOINTMENTS:**

To appoint **Michael Norton** to the position of **Cleaner**, to commence March 10, 2017 for a probationary period of 52 weeks, to conclude March 9, 2018. Mr. Norton will be paid \$9.74 per hour for an approximate pro-rated salary of \$6,156.

To appoint **Laura Besio** to the position of **Cleaner**, to commence March 13, 2017 for a probationary period of 52 weeks, to conclude March 12, 2018. Ms. Besio will be paid \$9.74 per hours for an approximate pro-rated salary of \$6,078.

BE IT RESOLVED, that **Emily Wemmer** is hereby appointed as an **Administrative Intern** for the period July 1, 2017 to August 31, 2017 in accordance with the attached Memorandum of Understanding.

Dependent on the District's receipt of the appropriate Administrative certification, the following probationary appointment is hereby made:

Name of appointee: Emily Wemmer

Tenure Area: Principal

Date of commencement of probationary service: September 1, 2017

Expiration date of appointment: June 30, 2021

Certification status: Initial Building Leader Certification anticipated September, 2017

Pro-rated Salary: \$67,272.73

*(Position due to the retirement of Maureen Shiel.)*

To appoint **Haley Grant** to the position of **Volunteer Assistant Girls Track Coach** for the 2016-2017 spring season.

**REPORTS:****Board Committee Reports/Comments:**

There were no updates to report on the Curriculum and Assessment (CDEP) subcommittee.

There were no updates to report on the Extra Curricular subcommittee.

There were no updates to report on the Facilities and Operations subcommittee.

There were no updates on the Finance subcommittee.

There were no updates to report on the Transportation subcommittee.

Kyle Faulkner spoke on behalf of John Shelmidine, who was absent, and presented on the Oswego County BOCES Board of Education (CITI).

Kyle Faulkner presented the Superintendent's Report.

The principals placed their reports in the board packet and each added commentary on their buildings.

**DISCUSSION ITEMS:**

Kyle Faulkner discussed the *REVISED* 2017-2018 District Calendar.

The Board of Education and Mike Stevens, Athletic Coordinator, discussed the volleyball season.

**ACTION ITEM:**

It was moved by Soule, seconded by Dowlearn, to approve the following resolution: RESOLVED, to approve the **movement of volleyball program from the winter to the fall season.**

2 yes, 4 no, 1 absent (Miller)

Motion failed

**DISCUSSION ITEMS (Cont'd):**

The discussion of the 2015-2016 External Audit was postponed to the April Board of Education Meeting.

**ACTION ITEMS:**

It was moved by Yerdon, seconded by Hanni, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to approve the additions to the **2016-2017 Master List of Substitutes for Instructional Staff and Support Staff**, pending fingerprint approval.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Yerdon, seconded by Hanni, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to adopt the **REVISED 2017-2018 District Calendar.**

6 yes, 0 no, 1 absent

Motion carried

It was moved by Yerdon, seconded by Hanni, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to approve the attached **2016-2017 Health and Welfare Services Contract** between the Sandy Creek Central School District and West Genesee Central School District for health services provided to Sandy Creek residents attending each non-public school within the West Genesee Central School District at a cost of \$401.80.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Yerdon, seconded by Hanni, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to **permanently appoint Kathy Walter** to her position as a **Special Education Aide 12:1:1**, effective March 13, 2017.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Yerdon, seconded by Hanni, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to **permanently appoint Jessie Glenister** to her position as a **Teacher Aide**, effective March 28, 2017.

6 yes, 0 no, 1 absent

Motion carried

It was moved by Yerdon, seconded by Hanni, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to accept the **2015-2016 External Audit as presented by Insero & Co. CPAs, LLP.**

6 yes, 0 no, 1 absent

Motion carried

It was moved by Yerdon, seconded by Hanni, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to adopt the following resolution:

**WHEREAS**, the Board of Education (the “Board”) of the Sandy Creek Central School District (the “District”) desires to embark upon a capital improvement project at the District, which includes the purchase of real property at 134 Salisbury Street, Sandy Creek, New York and additions and alterations at the District’s parking facilities and buildings (State Education Department [“SED”] No. TBD;

**WHEREAS**, the District has engaged King & King Architects LLP (“King & King”) and King & King has engaged Appel Osborne Landscape Architecture, LLP (“Appel Osborne”) to design the Project and administer construction;

**WHEREAS**, the Project is subject to classification under the State Environmental Quality Review Act (“SEQRA”);

**WHEREAS**, upon the recommendation of Appel Osborne, through King & King, the District determined that this project is an unlisted action as defined by 6 NYCRR 617.2(ak) and caused a Short Environmental Assessment Form (“SEAF”) to be prepared, pursuant to 6 NYCRR§617.6(b);

**WHEREAS**, SEQRA requires the designation of a “Lead Agency” to determine environmental significance;

**WHEREAS**, the Board, as lead agency, has examined information available to it from King & King Architects LLP and its consultant Appel Osborne related to the Project and has, and consistent with the recommendation on a SEAF prepared for the District by Appel Osborne through by King & King, determined, after review of the SEAF, that a negative declaration be filed, published and distributed pursuant to 6 NYCRR 617.12;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the Sandy Creek Central School District hereby declares itself as “Lead Agency”, specifically pursuant to 6 NYCRR§617.6(b), for the proposed Project;

**BE IT FURTHER RESOLVED** that the Board of Education hereby declares that the Project is an Unlisted action in accordance with 6 NYCRR 617.2(ak), which requires preparation of a SEAF;

**BE IT FURTHER RESOLVED**, that the Board of Education following review of the SEAF and consistent with, and in reliance on, the recommendation of Appel Osborne and King & King, hereby directs that a negative declaration be filed, published and distributed in accordance with 6 NYCRR 617.12; and

**BE IT FURTHER RESOLVED**, that the Board of Education hereby authorizes the Superintendent of Schools to forward an official copy of this Resolution to the New York State Education Department, if necessary, together with a copy of correspondence to and from the New York State Office of Parks, Recreation and Historic Preservation in connection with its request for approval of the Project from the New York State Education Department.

The Resolution was thereafter voted upon and there were 6 in favor of the Resolution, 0 opposed the Resolution and 1 absent (Miller).

The Resolution was thereafter duly declared adopted.

It was moved by Yerdon, seconded by Hanni, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to adopt the following resolution:

**WHEREAS**, the Sandy Creek School District (the "District"), is 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"); and

**WHEREAS**, the District is considering undertaking a capital improvement project consisting of (i) the acquisition of a parcel of land located at 134 Salisbury Street, Sandy Creek, New York and the construction thereon of a school parking lot and (ii) energy efficiency, safety and security improvements at the District's loading dock, including, for each, site improvements, original furnishings, fixtures and equipment, architectural fees, and all other costs incidental to such work (the "Project"); and

**WHEREAS**, The School 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 Project upon the environment, determined by Resolution adopted March 9, 2017 that the Project is an Unlisted Action within the meaning of 6 NYCRR Section 617.2(ak) which will not result in any significant adverse impacts to the environment and issued a Negative Declaration with Respect to the Project.

**NOW THEREFOR, BE IT RESOLVED** by this Board of Education as follows:

Section 1. A Special Meeting of the qualified voters of the Sandy Creek School District, Oswego County, State of New York, will be held at the District Office Board of Education Room in Sandy Creek, New York on May 16, 2017 from 12:00 Noon to 8:00 P.M., prevailing time, for the purpose of voting on the propositions described in the Notice of Special District Meeting hereinafter set forth.

Section 2. The business to be acted upon at said Special 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 Special District Meeting to be published in the *Syracuse Post Standard*, a newspaper having a general circulation within the District, such publication to be made four (4) times in such newspaper 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 Special District Meeting shall be called by giving the following notice thereof:

**NOTICE OF A SPECIAL SCHOOL DISTRICT MEETING  
OF VOTERS OF THE  
SANDY CREEK SCHOOL DISTRICT**

**THE BOARD OF EDUCATION OF THE SANDY CREEK SCHOOL DISTRICT HEREBY GIVES NOTICE** that pursuant to a Resolution adopted by the Board of Education of the District on March 9, 2017, a special meeting of the qualified voters of said School District, County of Oswego, State of New York, will be held at the District Office Board of Education Room in Sandy Creek, New York, on May 16, 2017, between the hours of 12:00 Noon and 8:00 P.M. prevailing time, for the purpose of voting upon the following proposition:

**PROPOSITION II**

Shall the Board of Education undertaking a capital improvement project consisting of (i) the acquisition of a parcel of land located at 134 Salisbury Street, Sandy Creek, New York and the construction thereon of a school parking lot and (ii) energy efficiency, safety and security

improvements at the District's loading dock, including, for each, site improvements, original furnishings, fixtures and equipment, architectural fees, and all other costs incidental to such work at a total estimated cost not to exceed \$580,000 and obtain the necessary funds by using \$580,000 from the District's Capital Reserve and any available state aid.

**NOTICE IS GIVEN** that voting upon the foregoing Proposition will be by voting machine or paper ballot and will take place on May 16, 2017, at the District Office Board of Education room, Sandy Creek, New York, between the hours of 12:00 Noon and 8:00 P.M. prevailing time.

**NOTICE IS GIVEN** that pursuant to Section 2014 of the Education Law, personal registration of voters is required and no person shall be entitled to vote at said meeting whose name does not appear on the register of said District or who does not register as hereinafter provided, except a person who is otherwise qualified to vote and is registered under the provisions of Article 5 of the Election Law. The Board of Registration shall prepare a register for said special District meeting, except that the register prepared at the last annual meeting or election shall be used as the basis therefore, and shall include all persons who shall have presented themselves personally for registration and shall also include all persons who shall have been previously registered for any annual or special District meeting or election and who shall have voted at any annual or special District meeting or election held or conducted at any time within the four calendar years prior to the year in which such register is being prepared.

**NOTICE IS FURTHER GIVEN** that the Board of Registration will meet at the Sandy Creek Central School District Office on May 5, 2017, between the hours of 10:00 A.M. and 2:00 P.M., prevailing time, to prepare the register of the District for said special District meeting, and any person shall be entitled to have his or her name placed upon such register at such place and time provided that at such meeting of the Board of Registration, he or she is known or proven to the satisfaction of such Board of Registration to be then or thereafter entitled to vote at said special District meeting to be held on May 16, 2017. Said register will be filed in the office of the District Clerk, in said District, and will be open for inspection by any qualified voter of said District on each of the five days prior to and the day set for the special District meeting, between the hours of 8:00 A.M. and 4:00 P.M., prevailing time, except Saturday and Sunday.

**NOTICE IS FURTHER GIVEN** that qualified voters may obtain applications for absentee ballots from the office of the Clerk of the School District. 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 15, 2017, and must be received no later than 4:00 p.m., prevailing time, on May 9, 2017, if the absentee ballot is to be mailed to the voter. Completed applications received after 4:00 p.m. on May 9, 2017, 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 in the Office of the Clerk of the School District between the hours of 9:00 a.m. and 4:00 p.m. through May 15, 2017, except Saturdays, Sundays or holidays.

**NOTICE IS FURTHER GIVEN** that the proposition set forth on the paper ballots or voting machine labels shall appear as follows:

### ***PROPOSITION II***

Shall the Board of Education undertaking a capital improvement project consisting of (i) the acquisition of a parcel of land located at 134 Salisbury Street, Sandy Creek, New York and the construction thereon of a school parking lot and (ii) energy efficiency, safety and security improvements at the District's loading dock, including, for each, site improvements, original furnishings, fixtures and equipment, architectural fees, and all other costs incidental to such work at a total estimated cost not to exceed \$580,000 and obtain the necessary funds by using \$580,000 from the District's Capital Reserve and any available state aid.

**DATED:** March 9, 2017

**BY ORDER OF THE BOARD OF EDUCATION  
Shelley H. Fitzpatrick, District Clerk**

Section 4. The vote upon the proposition to be submitted to the qualified voters shall be by ballot on voting machines or by paper ballots, and the District Clerk is hereby authorized and directed to have the necessary ballot labels printed in form corresponding as nearly as may be with the requirements of the Education Law.

Section 5. This Resolution shall take effect immediately.

The motion having been duly moved, the resolution was acted upon by the Board of Education and after roll call there were six (6) votes in favor of the resolution and zero (0) vote against the resolution as follows:

**Board Members**

Brian MacVean, President	Voting	<u>Yes</u>
Tammy Miller, Vice President	Voting	<u>Absent</u>
Brenda Yerdon	Voting	<u>Yes</u>
Janet Hanni	Voting	<u>Yes</u>
James Dowlearn	Voting	<u>Yes</u>
Deanna Soule	Voting	<u>Yes</u>
Mark Haynes	Voting	<u>Yes</u>

The resolution was thereafter declared adopted.

**OLD BUSINESS:**

None.

**EXECUTIVE SESSION:**

It was moved by Yerdon, seconded by Hanni, to go in to executive session at 6:43 p.m. to discuss a particular personnel matter.

6 yes, 0 no, 1 absent  
Motion carried

It was moved by Hanni, seconded by Soule, to return from executive session at 7:08 p.m.

6 yes, 0 no, 1 absent  
Motion carried

**ADJOURNMENT:**

It was moved by Yerdon, seconded by Haynes, to adjourn at 7:09 p.m.

6 yes, 0 no, 1 absent  
Motion carried

**Future Board Meeting Dates**

Regular Meeting: Thursday, April 13, 2017

Special Meeting: TUESDAY, April 25, 2017 (BOCES Vote)

Respectfully Submitted,

Kyle L. Faulkner  
Deputy District Clerk