

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

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

**Date:** June 14, 2018  
**Meeting:** Regular  
**Place:** Sandy Creek Board Room

**Board Members Present:**

Brian MacVean  
John Shelmidine  
James Dowlearn  
Deanna Soule  
Mark Haynes  
Joseph Hathway  
Heidi Metott

**Others Present:**

Kyle Faulkner  
Shelley Fitzpatrick  
Emily Wemmer  
Carolyn Shirley  
Timothy Filiatrault  
Amy McCormack

Robin Cashel, Melissa Goodsell  
Mike Kastler, Dylan Kimball  
Tanya VanOrnum, Mike Stevens  
Larry Goodsell, Cody Phillips  
Danielle Phillips, Jessica Kimball

**Board Members Absent:**

None.

**RECOGNITION**

Robin Cashel presented the following students with Outstanding Citizenship awards: Abbie Battles, Mary Hernandez, Cody Phillips, and Dylan Kimball. Melissa Goodsell, Head Bus Driver, was also presented with an Outstanding Citizenship award. The awards were due to how well an incident on a school bus was handled earlier this month, helping another student during a medical emergency.

**PRESENTATION**

None.

**CALL TO ORDER:**

Brian MacVean, Board President, called the meeting to order at 6:00 p.m. in the Board Room.

**PLEDGE OF ALLEGIANCE:**

All present recited the pledge of allegiance

**PUBLIC COMMENT:**

Mike Stevens, Athletic Coordinator publicly thanked the Board of Education for the Recognition ceremony for the athletes that were league and sectional champions.

**CONSENT AGENDA CHANGES:**

RESOLVED, upon the recommendation of the Superintendent, to appoint **Mallory Johnson** to a teaching position in the academic tenure area of **Elementary** for a probationary period of four (4) years to commence September 1, 2018 and concluding June 30, 2022. The employee's certifications are Childhood Education (Grades 1-6), Initial expiring January 31, 2023 and Social Studies 7-12, Initial Reissuance expiring January 31, 2023. The approximate salary is \$53,086, representing a Master's Degree and 52 graduate credit hours, per the Sandy Creek Teachers Association Contract.

*(Position due to the retirement of Suzanne Bartlett. Supporting documentation under Appointments – Item 6.7.11)*

Motion made by Shelmidine, seconded by Soule, that the Sandy Creek Central School District Board of Education accept the Consent Agenda change.

7 yes, 0 no, 0 absent  
Motion carried

**RECOMMENDED RESOLUTION:**

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

7 yes, 0 no, 0 absent  
Motion carried

**APPROVAL OF MINUTES:**

The approval of the minutes of the Regular Board of Education Meeting held on April 12, 2018.

The approval of the minutes of the Special Board of Education Meeting held on April 19, 2018.

The approval of the minutes of the Regular Board of Education Meeting (Budget Hearing only) held on May 3, 2018.

The approval of the minutes of the Special Board of Education Meeting held on May 15, 2018.

**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 March 1, 2018 – March 31, 2018 and April 1, 2018 – April 30, 2018.

To approve the Extracurricular Treasurer’s Report for the period of March 1, 2018 – March 31, 2018 and April 1, 2018 – April 30, 2018.

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

**AUTHORIZATIONS/ABOLISHMENTS:**

To **abolish** the following position as per the 2018-2019 Expenditure Plan:

- (a) **A position is abolished for reasons of economy, effective June 30, 2018, in the academic tenure area of Special Education.**
- (b) **The person having the least seniority in the academic tenure area of Special Education is Nicole Tritten.**
- (c) Nicole Tritten shall be placed upon the preferred eligible list of the district in accordance with Education Law §3013 (3).

To **abolish** the following position as per the 2018-2019 Expenditure Plan:

- (a) **A position is abolished for reasons of economy, effective June 30, 2018, in the area of Teacher Assistant.**
- (b) **The person having the least seniority in the area of Teacher Assistant is Robert Lyng.**
- (c) Robert Lyng shall be placed upon the preferred eligible list of the district in accordance with Education Law §3013 (3).

To **abolish** the following position as per the 2018-2019 Expenditure Plan:

- (a) **A position is abolished for reasons of economy, effective June 30, 2018, in the area of Teacher Assistant.**
- (b) **The person having the least seniority in the area of Teacher Assistant is Mallory Johnson.**
- (c) Mallory Johnson shall be placed upon the preferred eligible list of the district in accordance with Education Law §3013 (3).

**RESIGNATIONS/TERMINATIONS:**

To accept the **resignation** of **Matthew Rice**, from his position as a **Building Maintenance Helper**, effective retroactively to June 1, 2018.

To accept the **resignation** of **Donna Tousant**, from her position as a **Bus Aide**, effective June 21, 2018.

**LEAVES OF ABSENCE:**

To approve the **Family Medical Leave Act** for **Whitney Oak**, from her position as a **School Psychologist**. Mrs. Oak will be using the FMLA leave intermittently for the next six months. This leave will commence on May 9, 2018 with an anticipated end date of October 16, 2018.

To approve the **Paternity Leave of Absence** for **Benjamin Archibee**, from his position as an **Elementary Teacher**. Mr. Archibee will be utilizing accumulated sick days in accordance with FMLA. The leave will commence on or about December 3, 2018 and conclude on or about January 25, 2019.

**APPROVAL OF APPOINTMENTS:**

To appoint **Jonny Boenning** to the position of **Bus Driver Permanent Substitute** for a minimum of 1.50 hours per day based upon daily time sheet submittal beginning September 1, 2018 at a rate of \$15 per hour. This position is not part of a bargaining unit nor do any benefits of such unit apply to this position. The bus driver permanent substitute position is a 10 month position, expiring the end of the 2018-2019 school year, subject to the necessity for following school years. This position abides by the school calendar and days of recess including use of emergency days.

To appoint **Phyllis Dillabough** to the position of **Bus Driver Permanent Substitute** for a minimum of 1.50 hours per day based upon daily time sheet submittal beginning September 1, 2018 at a rate of \$15 per hour. This position is not part of a bargaining unit nor do any benefits of such unit apply to this position. The bus driver permanent substitute position is a 10 month position, expiring the end of the 2018-2019 school year, subject to the necessity for following school years. This position abides by the school calendar and days of recess including use of emergency days.

To appoint **Valerie Fowler** to the position of **Math Interventionist** to commence September 1, 2018 and to conclude the end of the 2018-2019 school year at an approximate salary of \$86,139, representing a Master's Degree and 64 graduate credit hours, based upon the Sandy Creek Teachers Association Contract.

To appoint **Sara McNitt** to the position of **PreK-5 Math Coach/Mentor/Interventionist** to commence September 1, 2018 and to conclude the end of the 2018-2019 school year at an approximate salary of \$73,379, representing a Master's Degree and 72 graduate credit hours, based upon the Sandy Creek Teachers Association Contract.

To appoint **Michele Miller** to the position of **Teacher Aide** for 0.90 FTE during the 2018-2019 school year at the hourly rate of \$11.40 per hour for an approximate salary of \$12,447, based upon the Sandy Creek Support Staff Association.

To appoint the following **Fall Coaches** for the 2018-2019 school year.

	<u>Position</u>	<u>Step</u>	<u>Stipend Amount</u>
Michael Stevens	Varsity Football	13+12	\$8,898
Matthew Soluri	1 <sup>st</sup> Assistant Varsity Football	13+2	\$4,854
Kevin Halsey	2 <sup>nd</sup> Assistant Varsity Football	13+10	\$6,238
William Fowler	Modified Football	13+11	\$5,848
Jared Cook	Assistant Modified Football	9	\$3,670
Lyndsay Rowell	Varsity Cross Country	1	\$4,046
Jason Moyer	Modified Cross Country	7	\$3,439
Matthew White	Varsity Girls Soccer	9	\$5,433
TBD	JV Girls Soccer		
Caitlin White	Modified Girls Soccer	8	\$3,554
Steven Olson	Varsity Boys Soccer	6	\$4,912
Jeffrey Klopotoski	Modified Boys Soccer	13+1	\$4,288
Tanya VanOrnum	Varsity Fall Cheerleading	13+3	\$6,819
Jodi Whitney	JV Fall Cheerleading	2	\$3,699
William Benedict	Weight Room Supervisor	13+4	\$2,062

To appoint the following **Community Weight Room Supervisors** for the 2018-2019 school year to be paid \$45 per evening worked:

Jennifer Hanks                      Michelle Shirley  
 Maryanne Crast

To appoint the following **Bus Drivers** at their current rate of pay for summer programs 2018:

	<u>Approx. Hours/Day</u>	<u>Approx. Salary</u>
Roy Allen	3	\$2,449.80
Lisa Coffin	2.75	\$1,368.18
Lisa Manchester	3.10	\$1,543.80
Amanda LaRock	2.90	\$1,328.49
Ernie Stevens	4.20	\$2,031.12

To appoint the following **Summer 2018 Bus Aides**:

	<u>Approx. Hours</u>	<u>Approx. Salary</u>
Edna Ridgeway	3	\$1,070.10
Ella King	3	\$1,141.20
Molly Wheeler	3.10	\$1,179.24
Lisa Maggy	4.20	\$1,654.38
Peggy Sawchuck	2.90	\$1,065.75

To appoint the following individuals to the **Student Summer Positions** for the 2018 summer, to commence on or about June 15, 2018, on an as needed basis at a rate of \$10.40 per hour:

Courtney Burns	Painter
Gavin Babcock	Painter
Richard (Nick) Potter	Painter
Joseph Metott	Maintenance & Grounds
Logan Haynes	Maintenance & Grounds
Rebecca Miller	Cleaner
Alex Sawchuck	Cleaner
Levi Darling	Cleaner
Crystal King	Cleaner
Ethan Greenfield	Cleaner
Adam Hilton	Cleaner
Timothy Snell	Cleaner

Margery Yousey	Technology
Oren McDougal	Technology
Charlie Shaw	Technology

To appoint **Mallory Johnson** to a teaching position in the academic tenure area of **Elementary** for a probationary period of four (4) years to commence September 1, 2018 and concluding June 30, 2022. The employee’s certifications are Childhood Education (Grades 1-6), Initial expiring January 31, 2023 and Social Studies 7-12, Initial Reissuance expiring January 31, 2023. The approximate salary is \$53,086, representing a Master’s Degree and 52 graduate credit hours, per the Sandy Creek Teachers Association Contract.

*(Position due to the retirement of Suzanne Bartlett.)*

**REPORTS:**

Board Committee Reports/Comments:

Amy McCormack presented an update 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. John Shelmidine presented an update on the Oswego County BOCES Board of Education (CiTi) John Shelmidine presented on the Oswego County School Boards Association. John Shelmidine presented on the Central New York School Boards Association. The principals placed their reports in the board packet and added commentary on their buildings. Kyle Faulkner presented on the Superintendent's Report.

**DISCUSSION ITEMS:**

Shelley Fitzpatrick discussed the Board of Education Meeting dates for 2018-2019. The Board of Education held discussion and resolved to adjust meeting start time to 6:30 pm.

**COMMUNICATIONS:**

None.

**ACTION ITEMS:**

It was moved by Soule, seconded by Haynes, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to approve the following resolution:

**WHEREAS**, the Board of Education of the Sandy Creek Central School District (hereinafter referred to as the “District”) desires to enter into a three year service agreement with the Onondaga Cortland-Madison Board of Cooperative Educational Services (hereinafter referred to as OCM BOCES) in order for the OCM BOCES to furnish certain services to the District pursuant to New York State Education Law §1950(4)(jj), those services being lit fiber for high speed communications services in Co-Ser 601.

**NOW, THEREFORE**, it is

**RESOLVED**, that the Board of Education of the Sandy Creek Central School District agrees to enter into a contract with the OCM BOCES for the provision of said services to the District and not to exceed in total over the life of this agreement the annual amount of \$48,210.00 and associated CNYRIC charges with such amount to include annual OCM BOCES support costs and applicable taxes and surcharges, and with such support costs and applicable taxes and surcharges included at the current rate and subject to change as established in the OCM BOCES budget or mandated by any federal, state or local authority.

This amount may be amended with the approval of both parties. The District will be liable to OCM BOCES for early cancellation or withdrawal from this agreement to the same extent that OCM BOCES is liable to any vendor(s) of these services, including liability for applicable penalties or liquidated damages, and the District will also be liable for costs and expenses, including reasonable attorneys’ fees and disbursements, incurred by OCM BOCES as consequence of any such early cancellation or withdrawal. Payment will be made as part of a regular annual OCM BOCES contract for services. Further, this agreement is subject to the approval of the Board of Education of OCM BOCES. This contract will be for a maximum period of three years commencing on or about July 1, 2018, and continue through June 30, 2021.

7 yes, 0 no, 0 absent  
Motion carried

It was moved by Soule, seconded by Haynes, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to approve the following resolution:

**WHEREAS**, the Board of Education of the Sandy Creek Central School District desires to enter into up to a THREE year 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 classroom technology and library automation and other instructional technologies in CoSer 562 and/or Co-Ser 620.

**NOW, THEREFORE**, it is

**RESOLVED**, that the Board of Education of the above 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 principal amount of \$325,000.00 plus related borrowing fees incurred by the OCM BOCES on behalf of the school district, plus yearly Regional Information Center support 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 Installment Purchase contract which will be entered into on behalf of the school district at its request. This contract will be for a maximum period of THREE years commencing on or about 01 July 2018.

7 yes, 0 no, 0 absent  
Motion carried

It was moved by Soule, seconded by Haynes, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to have the **final reading and adopt** the following policy: **Time Out Room (4322)**.

7 yes, 0 no, 0 absent  
Motion carried

It was moved by Soule, seconded by Haynes, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to approve the following resolution:

At a Regular Meeting of the Board of Education (the “Board”) of the Sandy Creek Central School District (the “District”) held on the 14<sup>th</sup> day June 2018, at the Sandy Creek Central School District Central Office in the Town of Sandy Creek, County of Oswego, New York, the following members were:

PRESENT: MacVean, Shelmidine, Soule, Dowlearn, Haynes, Hathway & Metott

ABSENT: none

OTHERS ALSO PRESENT: Faulkner, Fitzpatrick

The following Resolution was moved by Soule, and seconded by Haynes:

**WHEREAS**, the District’s purchases of materials and services are made in accordance with General Municipal Law Article 5-A;

**WHEREAS**, General Municipal Law §103(16) allows the District, as a municipal entity, to purchase certain materials and services at a price determined to be “best value,” rather than lowest responsible bidder, by the Board of Education;

**WHEREAS**, “best value” is defined by New York State Finance Law §163 as “the basis for awarding contracts for services to the offerer which optimizes quality, cost and efficiency, among responsive and responsible offerers. Such basis shall reflect, wherever possible, objective and quantifiable analysis. Such basis may also identify a quantitative factor for offerers that are small businesses, certified minority- or women-owned business enterprises as defined in subdivisions one, seven, fifteen and twenty of section three hundred ten of the executive law or service-disabled veteran-owned business enterprises as defined in subdivision one of section three hundred sixty-nine-h of the executive law to be used in evaluation of offers for awarding of contracts for services.

**WHEREAS**, the District, as a municipal entity, may purchase, in accordance with General Municipal Law §103(16), through bids solicited by the United States government, the New York State government, and New York’s political subdivisions, including school districts; through bids let in a manner consistent with or materially equivalent to New York State requirements for bidding; or may piggyback on any contract or bid approved for piggybacking through the New York State Office of General Services.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the Sandy Creek Central School District hereby authorizes the purchase of materials and services using a “best value” determination, as an option to “lowest responsible bidder,” in accordance with General Municipal Law §103(16), with Board approval;

**BE IT FURTHER RESOLVED**, that Board approval shall be based upon reasonably objective evidence presented to the Board, from which the Board may make an informed decision in the best interests of the District and based upon the criteria contained in New York State Finance Law §163 and by the New York State Education Department;

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately on adoption. The Resolution was thereafter voted upon and there were in favor of the Resolution and opposed the Resolution. The Resolution was thereafter duly declared adopted.

Aye: MacVean, Shelmidine, Soule, Dowlearn, Haynes, Hathway & Metott

Nay: none

It was moved by Soule, seconded by Haynes, to approve the following resolution: **RESOLVED**, upon the recommendation of the Superintendent, to approve the attached **agreement for the sponsorship on Continuing Education with CiTi.**

7 yes, 0 no, 0 absent  
Motion carried

It was moved by Soule, seconded by Haynes, to approve the following resolution: **RESOLVED**, upon the recommendation of the Superintendent, to approve the additions to the **2017-2018 Master List of Substitutes for Instructional Staff and Support Staff, pending fingerprint approval.**

7 yes, 0 no, 0 absent  
Motion carried

It was moved by Soule, seconded by Haynes, to approve the following resolution: **RESOLVED**, upon the recommendation of the Superintendent, to approve the following 2018-2019 Board of Education Meeting Dates:

July 12, 2018	November 8, 2018	March 14, 2019
August 9, 2018	December 13, 2018	April 11, 2019
September 13, 2018	January 10, 2019	April 24, 2019 (CiTi Vote)*
October 11, 2018	February 14, 2019	May 2, 2019 (Budget Hearing)*
June 13, 2019		

The start time of each meeting will be **6:30 p.m.** unless otherwise notified.

Not the 2<sup>nd</sup> Thursday – WEDNESDAY, April 24<sup>th</sup> to accommodate the CiTi Administrative Vote and May 2, 2019 to accommodate the Budget Hearing  
7 yes, 0 no, 0 absent  
 Motion carried

It was moved by Soule, seconded by Haynes, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent to approve the following **bid results and award of contracts** to the lowest responsible bidder from the bid opening on June 7, 2018 for the Capital Project - Elem Parking Lot and additional school improvements:

General Construction Contract:  
 Base Bid \$32,442.00 Bacon & Seiler Constructors, Inc of Skaneateles, NY

Site Contract:  
 Base Bid \$239,200.00 Edge Civil Corporation of Parish, NY  
 Alternate SC-01 \$26,500.00  
 \$265,700.00

Electrical Contract:  
 Base Bid \$39,873.00 Rombough Electric, Inc., of Mexico, NY

7 yes, 0 no, 0 absent  
 Motion carried

**EXECUTIVE SESSION:**

It was moved by Soule, seconded by Haynes to enter into Executive Session at 7:29 pm.  
7 yes, 0 no, 0 absent  
 Motion carried

It was moved by Shelmidine, seconded by Haynes to return to regular session at 7:49  
7 yes, 0 no, 0 absent  
 Motion carried

**ADJOURNMENT:**

It was moved by Shelmidine, seconded by Haynes, to adjourn at 7:52 p.m.  
7 yes, 0 no, 0 absent  
 Motion carried

**Future Board Meeting Dates**

Regular Meeting: Thursday, July 12, 2018  
 Special Meeting: Thursday, July 12, 2018

Respectfully Submitted,

Shelley H. Fitzpatrick  
District Clerk