NORTH ROSE-WOLCOTT CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION REGULAR MEETING MINUTES
September 13, 2016 6:00 PM AUDITORIUM OF THE HIGH SCHOOL

**PRESENT:**
**BOE Members:** Lucinda Collier, John Boogaard (6:05), Danny Snyder, Linda Eygnor, Andrew Mathes,
**Absent**: Edward Magin, Izetta Younglove
**Superintendent:** Stephan J. Vigliotti, Sr.
**Assistant Superintendent for Business and Operations:** Robert Magin
**Assistant Superintendent for Instruction & School Improvement:** Melanie Stevenson
**District Clerk (DC):** Tina Fuller
Approximately 15 students, staff and guests

***1. Call to Order/Pledge of Allegiance***

a. Approval of Agenda

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the agenda of September 13, 2016.

***Approval of Agenda:***

Danny Snyder moved and Andrew Mathes seconded the following motion. It passed with a unanimous vote. J. Boogaard, L. Collier, L. Eygnor voted yes.

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the agenda of August 30, 2016.

***2. Public Access to the Board:***

Duke Mitchell spoke regarding athletics at North Rose-Wolcott

***3. Reports and Correspondence:***

a. Board members asked various questions regarding the Administrative Reports.
b. Good News
c. Other

***4. Consent Agenda:***

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Linda Eygnor and seconded by John Boogaard. It passed with a unanimous vote. L. Collier, A. Mathes, D. Snyder voted yes.

a) Board of Education Meeting Minutes

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the Meeting Minutes of August 9, 2016.

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the Meeting Minutes of August 30, 2016.

b) Substitute Teachers and Substitute Service Personnel

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the individuals named on the substitute lists, which are on file with the District Clerk.

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c) Standard Work Days for Employees

BE IT RESOLVED that the North Rose-Wolcott CSD, Location Code 75414 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) |
|---|---|
| Assistant Program Director | 6 |
| Assistant Transportation Supervisor | 8 |
| Auto Mechanic | 8 |
| Baker | 6 |
| Bus Driver | 6 |
| Bus Monitor | 6 |
| Cafeteria Monitor | 6 |
| Cleaner | 8 |

BE IT RESOLVED that the North Rose-Wolcott CSD, Location Code 75414 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) |
|---|---|
| Clerk | 7.5 |
| Clerk Typist | 7.5 |
| Cook | 6 |
| Cook Manager | 7 |
| Food Service Helper | 6 |
| Grant Program Aide | 6 |
| Groundskeeper | 8 |
| Lifeguard | 6 |

BE IT RESOLVED that the North Rose-Wolcott CSD, Location Code 75414 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) |
|---|---|
| Maintenance Worker | 8 |
| Messenger | 8 |
| Occupational Therapist | 7.25 |
| Occupational Therapist Assistant | 7.25 |
| Recreation Attendant | 6 |

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| | |
|---|---|
| Registered Nurse | 7.25 |
| School Lunch Manager | 7.50 |
| School Monitor | 6 |

BE IT RESOLVED that the North Rose-Wolcott CSD, Location Code 75414 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) |
|---|---|
| School Nurse | 7.5 |
| Seasonal Cleaner | 8 |
| Seasonal Maintenance Worker | 8 |
| Senior Account Clerk | 7.5 |
| Senior Bus Driver | 8 |
| Senior Clerk Typist | 7.5 |
| Senior Maintenance Mechanic | 8 |
| Student Worker | 6 |

BE IT RESOLVED that the North Rose-Wolcott CSD, Location Code 75414 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) |
|---|---|
| Teacher Aide | 7 |
| Transportation Supervisor | 8 |
| Treasurer | 7.5 |

d) <u>Donation to the District</u>

Whereas, Leavenworth Alumni Association has made a donation of $500 to the North Rose-Wolcott Central School District, and;

Whereas, Leavenworth Alumni Association has designated that the funds be used solely for the purpose of purchasing new updated library books for the Leavenworth Middle School; NOW,

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, accepts the donation in the amount of $500 and amends the 2016-2017 budget by an increase of $500 to the Leavenworth Middle School Library books code A2610-460-03-0000.

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e) Personnel Items:

1. Letter of Intent to Retire – Kim Borden
Be it resolved that the Board of Education, upon the recommendation of the Superintendent of the Superintendent of Schools and pursuant to Education Law hereby rescinds Resolution 5g4 from its meeting of April 12, 2016, and further, accepts with thanks for years of service, the letter of retirement letter and agreement Mrs. Kim Borden dated August 18, 2016.

This item was pulled for executive session.

2. Letter of Resignation –Kimberly S. Sember
Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law accepts the resignation of Kimberly S. Sember, School Monitor effective September 1, 2016.

3. *Correction Appoint Special Education Teacher – Amanda Jorgensen*
Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the four year probationary appointment of Amanda Jorgensen as a Special Education Teacher, conditional upon a criminal history record check according to Commissioners Regulation §80 1.11 and Part 87 as follows:
Certification: SWD Grades 1-6
Tenure Area: Special Education
Probationary Period: October 3, 2016-~~October 4, 2020~~ *October 2, 2020*
Salary: Step C, $41,373 to be adjusted upon completion of negotiations
This expiration date is tentative and conditional only. In order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective to the extent required by the applicable provisions of the Education Law, the Rules of the Board of Regents and the Regulations of the Commissioner of Education, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

4. *Correction Appoint Temporary ESOL Teacher – Alice Cona*
Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the temporary appointment of Alica Cona as an English as a Second Language teacher, pending receipt of certification in TESOL and conditional upon a criminal history record check according to Commissioners Regulation §80 1.11 and Part 87 as follows:
Certification: Professional 7-12 French, Professional 7-12 English
Probationary Period: August 31, 2016 through June 30, ~~2016~~ 2017
Salary: Step L, $50,792 to be adjusted upon completion of negotiations

5. *Correction Coaching and Athletic Department Appointment*
Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the following coaching appointments for the 2016-17 school year, conditional upon a criminal history record check according to Commissioners Regulation §80-1.11 and Part 87, and successful completion of all required First Aid/CPR and Child Abuse courses.

| | | | Step | Years | Salary |
|---|---|---|---|---|---|
| Girls Volleyball | ~~Jr. Varsity~~ modified | Mark Williams | 3 | 8 | $2,442* |

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**5. *Information Items:***

a. Claims Auditor Reports
b. 2016 Law Conference

**6. *Old Business***

***Additions* to the Agenda:**

a. **RESOLUTION**
Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law accepts the addition to the September 13, 2016 meeting agenda.

Motion for approval by Andrew Mathes, seconded by Linda Eygnor. It passed with a unanimous vote. L. Collier, J. Boogaard, D. Snyder voted yes.

b. Collection of School Taxes
Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, authorizes JP Morgan Chase Bank for automated tax collection service for the 2016-17 school year, effective July 1, 2016.
**BE IT FURTHER RESOLVED** that the authority to perform the duties of the Board with regard to correction of errors on tax rolls and refund of taxes based on such errors is hereby delegated to Robert Magin, Tax Collector; this delegation of authority is applicable only where the recommended correction or refund does not exceed $2,500, as specified in sections 554 and 556 of the real property tax law.

Motion for approval by Linda Eygnor seconded by Danny Snyder. It passed with a unanimous vote. L. Collier, J. Boogaard, A. Mathes voted yes.

c. Approval of Professional Development Plan
Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the 2016-2017 Professional Development Plan.

Motion for approval by Andrew Mathes seconded by John Boogaard. It passed with a unanimous vote. L. Collier, L. Eygnor, D. Snyder voted yes.

d. Letter of Resignation –Kathy Hoyt
Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law accepts the resignation of Kathy Hoyt, Assistant Principal and Athletic Director effective October 10, 2016.

Motion for approval by Linda Eygnor seconded by Danny Snyder. It passed with a unanimous vote. L. Collier, J. Boogaard, A. Mathes voted yes.

e. Letter of Resignation –Brian Hoyt
Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law accepts the resignation of Brian Hoyt, Varsity Boys Basketball Coach effective September 11, 2016.

Motion for approval by Linda Eygnor seconded by Danny Snyder. It passed with a unanimous vote. L. Collier, J. Boogaard, A. Mathes voted yes.

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f. Letter of Resignation –John Newman
Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law accepts the resignation of John Newman from the Curriculum and Staff Development Council effective September 13, 2016.

Motion for approval by Andrew Mathes seconded by Danny Snyder. It passed with a unanimous vote. L. Collier, J. Boogaard, L. Eygnor voted yes.

g. Appoint Clerk/Typist – Christie Bradford
Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the 26 week probationary appointment of Christy Bradford as a Clerk/Typist, conditional upon a criminal history record check according to Commissioners Regulation §80 1.11 and Part 87 as follows:

Hours/Day: 7.5 Months/Year: 12
Probationary Period: September 26, 2016 –March 26, 2017
Salary: $10.50/hour

Motion for approval by Andrew Mathes seconded by Linda Eygnor. It passed with a unanimous vote. L. Collier, J. Boogaard, D. Snyder voted yes.

h. Appoint Special Education Teacher – Kaylina Gropp
Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the four year appointment of Kaylina Gropp as a Special Education teacher, conditional upon a criminal history record check according to Commissioners Regulation §80 1.11 and Part 87 as follows:

Certification: Initial SWD Grades 1-6

Probationary Period: September 21, 2016 – September 20, 2020

Salary: Step A, $40,500 – to be adjusted upon completion of negotiations

This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

Motion for approval by Linda Eygnor seconded by Danny Snyder. It passed with a unanimous vote. L. Collier, J. Boogaard, A. Mathes voted yes.

i. Appoint Director of Facilities II – Daniel Friday
Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the 26 week probationary appointment of Daniel Friday as Director of Facilities II, conditional upon a criminal history record check according to Commissioners Regulation §80 1.11 and Part 87 as follows:

Probationary Period: October 11, 2016- April 10, 2017
Salary: Contract is on file with the District Clerk

Motion for approval by Danny Snyder seconded by Linda Eygnor. It passed with a unanimous vote. L. Collier, J. Boogaard, A. Mathes voted yes.

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j. Appoint K-12 Home/School Liaison

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the appointment of Robert Ceccarelli as Home/School Liaison at $40.00/hr. for the 2016-17 school year to be funded from the McKinney-Vento Homeless Education Assistance Grant.

Motion for approval by Andrew Mathes seconded by Danny Snyder. It passed with a unanimous vote. L. Collier, J. Boogaard, L. Eygnor voted yes.

k. *Appoint Long-Term Substitute –Library Media – Priscilla DeBan*

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, approves the appointment of Priscilla DeBan as a Long Term Substitute Teacher, conditional upon a criminal history record check according to Commissioners Regulation §80 1.11 and Part 87 as follows:

Certification: School Media Specialist - Permanent
Appointment Dates: September 1, 2016 through approximately December 23, 2016
Salary: $202.50/day

Motion for approval by John Boogaard seconded by Linda Eygnor. It passed with a unanimous vote. L. Collier, A. Mathes, D. Snyder voted yes.

l. Appoint UPK Coordinator – Pamela Brooks

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the appointment of Pamela Brooks as the UPK Coordinator at a salary of $8,000 for the 2016-17 school year.

Motion for approval by John Boogaard seconded by Linda Eygnor. It passed with a unanimous vote. L. Collier, A. Mathes, D. Snyder voted yes.

m. Appoint UPK 3 Yr. Old Grant Coordinators

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the appointment of Pamela Brooks as the UPK 3 Year Old Grant Co-Coordinator at a stipend of $2,000 from September 14, 2016 – June 30, 2017.

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law approves the appointment of Patricia Weber as the UPK 3 Year Old Grant Co-Coordinator at a stipend of $2,000 from September 14, 2016 – June 30, 2017.

Motion for approval by Linda Eygnor seconded by John Boogaard. It passed with a unanimous vote. L. Collier, A. Mathes, D. Snyder voted yes.

n. Co-Curricular Appointments

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law, appoints the following individuals to fill co-curricular positions for the 2016-17 school year:

| Last | First | Building | Title | Step | Year | Salary |
|---|---|---|---|---|---|---|
| Weigand | Crystal | MS | National Junior Honor Society Advisor | 1 | 2 | $1136 |

Motion for approval by Danny Snyder seconded by Linda Eygnor. It passed with a unanimous vote. L. Collier, J. Boogaard, A. Mathes voted yes.

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**EXECUTIVE SESSION:**
Linda Eygnor moved and Danny Snyder seconded the following motion. It passed with a unanimous vote. L. Collier, A. Mathes, J. Boogaard voted yes.

Be it resolved that the Board of Education upon recommendation of Superintendent of Schools and pursuant to Education Law, approves Executive Session at 7:22 PM for the specific purpose to discuss the employment history a specific individual.

The Board took a break prior to starting Executive Session.

**REGULAR SESSION:**
The meeting returned to regular session at 8:30 PM.

A motion was made to approve item 4e1.

Motion for approval by Andrew Mathes seconded by Danny Snyder. It passed with a unanimous vote. L. Collier, J. Boogaard, L. Eygnor voted yes.

**ADDITIONS TO AGENDA**

Andrew Mathes moved and Danny Snyder seconded the following motion. It passed with a unanimous vote. L. Collier, J. Boogaard, L. Eygnor voted yes.

Be it resolved that the Board of Education, upon recommendation of the Superintendent of Schools and pursuant to Education Law accepts the addition to the September 13, 2016 meeting agenda.

**WHEREAS**, the Superintendent of Schools has filed charges against an employee identified in the Board of Education's Executive Session held on September 13, 2016, who is a tenured teacher and member of the instructional staff of the North Rose-Wolcott Central School District; and

**WHEREAS**, the Board of Education considered said Charges and Specifications in Executive Session and information concerning said Charges and Specifications and determined probable cause to exist for said Charges and Specifications;

BE IT RESOLVED that the Board of Education hereby finds that probable cause exists for Charge I: CONDUCT DEMONSTRATING A LACK OF MORAL FITNESS AND CHARACTER; and

This finding of probable cause as to the Charge I: CONDUCT DEMONSTRATING A LACK OF FITNESS AND MORAL CHARACTER was affirmed by the following Board members, constituting a majority:

1. Lucinda Collier – yes
2. John Boogaard – yes
5. Danny Snyder - yes
6. Linda Eygnor - yes

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3. Andrew Mathes – yes
4. Izetta Younglove - absent
7. Edward Magin – absent

The following Board members were absent: Edward Magin, Izetta Younglove

BE IT FURTHER RESOLVED that the Board of Education hereby finds that probable cause exists for Charge II: CONDUCT UNBECOMING A TEACHER; and

This finding of probable cause as to the Charge numbered II: CONDUCT UNBECOMING A TEACHER was affirmed by the following Board members, constituting a majority:

1. Lucinda Collier – yes
2. John Boogaard – yes
3. Andrew Mathes – yes
4. Izetta Younglove - absent
5. Danny Snyder - yes
6. Linda Eygnor - yes
7. Edward Magin – absent

The following Board members were absent: Edward Magin, Izetta Younglove

BE IT FURTHER RESOLVED that the Board of Education hereby finds that probable cause exists for Charge III: CONDUCT DEMONSTRATING INSUBORDINATION; and

This finding of probable cause as to the Charge numbered III: CONDUCT DEMONSTRATING INSUBORDINATION was affirmed by the following Board members, constituting a majority:

1. Lucinda Collier – yes
2. John Boogaard – yes
3. Andrew Mathes – yes
4. Izetta Younglove - absent
5. Danny Snyder - yes
6. Linda Eygnor - yes
7. Edward Magin – absent

The following Board members were absent: Edward Magin, Izetta Younglove

BE IT FURTHER RESOLVED that the Board of Education hereby finds that probable cause exists for Charge IV: CONDUCT THAT HAS RENDERED RESPONDENT UNABLE AND UNFIT TO PERFORM HER JOB DUTIES AS A SCHOOL TEACHER; and

This finding of probable cause as to the Charge numbered IV: CONDUCT THAT HAS RENDERED RESPONDENT UNABLE AND UNFIT TO PERFORM HER JOB DUTIES AS A SCHOOL TEACHER was affirmed by the

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following Board members, constituting a majority:

1. Lucinda Collier – yes
2. John Boogaard – yes
3. Andrew Mathes – yes
4. Izetta Younglove - absent
5. Danny Snyder - yes
6. Linda Eygnor - yes
7. Edward Magin – absent

The following Board members were absent: Edward Magin, Izetta Younglove

IT FURTHER RESOLVED that should the employee identified during the Executive Session held on September 13, 2016 waive her right to a hearing concerning said Charges, or is found guilty of said Charges, or any part thereof, the Board of Education will impose or seek a penalty of termination of employment and service with the North Rose-Wolcott Central School District;

BE IT FURTHER RESOLVED that the Board of Education directs its Clerk to provide said employee with Notice of Charges as required by Education Law § 3020-a and 8 N.Y.C.R.R. § 82-3.3, together with all other required documentation and information as required by law, including the employee's obligation to request a hearing within 10 days of receipt of said Notice of Charges or waive the right to such a hearing; and

BE IT FURTHER RESOLVED, that said employee shall be suspended with pay pending resolution of the charges pursuant to Education Law § 3020-a.

**Adjournment:**
Izetta Younglove moved and Andrew Mathes seconded the following motion. It passed with a unanimous vote. L. Collier, L. Eygnor, D. Snyder voted yes.

The meeting adjourned at 8:42 PM.

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Tina Fuller, Clerk of the Board of Education

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