

MANCHESTER-SHORTSVILLE CENTRAL SCHOOL DISTRICT
1506 Route 21, Shortsville, NY 14548
Board of Education

Regular Session

December 12, 2018

7:00 PM

Members Present:

Jennifer Speers, President
Kristin Gray, Vice President
Heather Bachman
Martha Flower
Amanda MacNamara
Richard Vienna

Others Present:

Charlene Dehn, Superintendent
Kimberly Brown, District Clerk

Members Absent:

Barbara Gardner

CALL TO ORDER:

The scheduled monthly meeting of the Manchester-Shortsville Central School District Board of Education was called to order on December 12, 2018, in the high school auditorium lobby at approximately 7:01 p.m. by President Speers.

I. PUBLIC COMMENT:
None

II. EXECUTIVE SESSION:
Moved by Kristin Gray, seconded by Martha Flower, and carried unanimously: RESOLVED, that the Board hereby enter Executive Session in accordance to the open meeting law at 7:02 p.m. to discuss:

- Grievance Hearing

President Speers moved the Board into public session at 7:16 p.m.

III. AUDIT COMMITTEE MEETING:
A meeting of the Audit Committee was called to order by President Speers on December 12, 2018, at 7:17 p.m. to review the Extra Classroom Audit Report for the year ending June 30, 2018.

It was moved by Kristin Gray, seconded by Martha Flower, and carried unanimously: RESOLVED, that the Audit Committee hereby stands adjourned at approximately 7:18 p.m.

IV. APPROVAL OF MINUTES:
A motion by Martha Flower, seconded by Heather Bachman, and unanimously approved: RESOLVED, that the minutes of the November 14, 2018, Board of Education regular meeting be approved as presented.

V. PERSONNEL REPORT:

Resignations

It was moved by Kristin Gray, seconded by Richard Vienna, and unanimously approved: RESOLVED, that upon the recommendation of the Superintendent, to accept with regret the resignation of **Amanda Tabone**, Office Specialist 1, effective, December 7, 2018.

It was moved by Richard Vienna, seconded by Amanda MacNamara, and unanimously approved: RESOLVED, that upon the recommendation of the Superintendent, to accept with regret the resignation of **Donna Case**, Food Service Helper Substitute, effective, December 3, 2018.

Leaves

It was moved by Richard Vienna, seconded by Amanda MacNamara, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent, to grant a FMLA to **Erin Gerbasi**, Teacher, beginning on or about November 15, 2018, and ending on or about December 6, 2018.

Appointments

It was moved by Kristin Gray, seconded by Richard Vienna, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent, to appointment **Kimberly Brown**, Deputy Treasurer, per the amended Confidential Salary Agreement.

It was moved by Martha Flower, seconded by Heather Bachman, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent, to make appointments as per the consensus agenda.

APPOINTMENTS/INSTRUCTIONAL:

		Stipend: \$
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APPOINTMENTS/DAILY SUBSTITUTES:

Karen Cron – Penn Yan	Appointment a Daily Substitute Teacher, K-12 for the 2018-2019 school year. Certification: None
Denise Kovak - Geneva	Appointment a Daily Substitute Teacher, K-12 for the 2018-2019 school year. Certification: Childhood Ed 1-6 & B-2, SWD 1-6 & B-2
Danielle Lowery-Rusby - Manchester	Appointment a Daily Substitute Teacher, K-5 for the 2018-2019 school year. Certification: None
Terence McArdle – Victor	Appointment a Daily Substitute Teacher, K-12 for the 2018-2019 school year. Certification: None
Nicole Miller – Clifton Springs	Appointment a Daily Substitute Teacher, K-12 for the 2018-2019 school year. Certification: None
Jennifer Morin – Palmyra	Appointment a Daily Substitute Teacher, K-12 for the 2018-2019 school year. Certification: None
Denise Pontillo - Canandaigua	Appointment a Daily Substitute Teacher, 6-12 for the 2018-2019 school year. Certification: None
Heather Webster - Honeoye Falls	Appointment a Daily Substitute Teacher, Long Term Daily Substitute Middle School Counselor for the 2018-2019 school year. Certification: School Counselor - \$150/day

APPOINTMENTS/NON-INSTRUCTIONAL:

Samantha Cooper - Shortsville	Appointment as Substitute Bus Monitor – for the 2018-2019 school year, effective, December 11, 2018 - \$10.40/hr
Karen Ressue	Permanent appointment of Karen Ressue, Bus Driver, effective, January 3, 2019. This is a change in civil service status from probationary to permanent.
Susan McElwee - Canandaigua	Appointment as Substitute Food Service Helper – for the 2018-2019 school year, effective, December 13, 2018 - \$10.40/hr

VI. COMMITTEE ON SPECIAL EDUCATION/PRE-SCHOOL SPECIAL EDUCATION:

It was moved by Martha Flower, seconded by Amanda MacNamara, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to approve the CSE and CPSE recommendations.

VII. REPORTS AND CORRESPONDENCE:

Superintendent Dehn commented on the following topics:

- Welcome SRO Collea
- Thank you to the Community Library for furniture purchase

- Special Thank You to Scott Forbes and Jeff McCarthy for the Veteran’s Day Ceremony
- Thank you to Lori Ryan, NHS, and to all our staff organizing food and gift collections
- Outstanding Musical – White Christmas

VIII. FINANCIAL REPORTS:

President Speers acknowledged receipt of the Financial and Treasurer’s Report on behalf of the Board.

Extra Classroom Audit Approval

A motion by Kristin Gray, seconded by Amanda MacNamara, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Audit Committee to accept the Extra Classroom Audit Report and the Corrective Action Plan for the year ending June 30, 2018.

Waste Removal Contract Extension

It was moved by Amanda MacNamara, seconded by Richard Vienna, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to extend an agreement with K&D Disposal for waste removal services for the 2019 calendar year at a monthly fee of \$940 for 8-10 Yard of Trash.

Municipal Cooperation Resolution

A motion by Richard Vienna, seconded by Kristin Gray, and unanimously approved: RESOLVED, that the Board of Education of the Manchester Shortsville Central School District hereby agrees to participate and join the NYCLASS and approve the attached Municipal Cooperation Agreement.

Minimum Wage Increases

It was moved by Amanda MacNamara, seconded by Richard Vienna, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to approve the following reorganizational meeting substitute rates, effective, December 31, 2018.

CSEA MOA - Tabled

Amendment of the agenda:

Fixed Asset Salvage

A motion by Amanda MacNamara, seconded by Martha Flower, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to authorize the following item to be classified as salvage and removed from fixed assets:

Item #	Tag #	Location	Item	Reason For Disposal
1	900472	Bus Garage	Salt Spreader - 2010	Wear and Tear

Capital Project Contract Awards

A motion by Richard Vienna, seconded by Heather Bachman, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent, SEI Design Group (District Architect) and DGA Builders to appoint the following low bidders for each construction trade and State Contract items:

General Trades Work Contract #301	Manning Squires & Hennig, Co.
Plumbing Work Contract #302	Unified Mechanical
HVAC Contract #303	Landry Mechanical
Electrical Work Contract #304	Hewitt Young Electric

IX. OLD BUSINESS:

A motion by Kristin Gray, seconded by Richard Vienna, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to waive the second reading and complete the adoption of the following policies:

#6160 – Professional Growth/Staff Development
 #6161 – Conference/Travel Expense Reimbursement
 #6170 – Fingerprinting Clearance of New Hires
 #6171 – Safe Mentoring Act
 #6180 – Staff-Student Relations (Fraternization)
 #6211 – Employment of Relatives of Board Members
 #6212 – Certification and Qualifications

#7132 – Non-Resident Students - Tabled

X. EXECUTIVE SESSION:

Moved by Kristin Gray, seconded by Martha Flower, and carried unanimously: RESOLVED, that the Board hereby enter Executive Session in accordance to the open meeting law at 8:05 p.m. to discuss:

- Grievance Hearing Deliberation

President Speers moved the Board into public session at 8:59 p.m.

A motion by Kristin Gray, seconded by Martha Flower, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to the following resolution:

WHEREAS, the Manchester-Shortsville Central School District (“District”) and the Red Jacket Faculty Association (the “Association”) are parties to a collective bargaining agreement with a term from July 1, 2016 through June 30, 2020 (the “Agreement”); and

WHEREAS, the Association filed a grievance on behalf of Mrs. Nicole Lofton and Mr. Josh Henninger concerning teacher work load pursuant to Article 6.03 of the Agreement; and

WHEREAS, on November 28, 2018, the Superintendent of Schools, Mrs. Charlene Dehn, denied the grievance at Step 2 of the grievance procedure; and

WHEREAS, in response to the denial, on December 4, 2018, the Association appealed to the Board of Education (the “Board”); and

WHEREAS, the Board heard the Step 3 grievance on December 12, 2018 pursuant to Article 18.02 of the Agreement; and

NOW, THEREFORE, the Board resolves to uphold the decision of the Superintendent, denying the grievance for reasons stated in the District’s responses in Step 1 and Step 2 and for other legal grounds. The Board of Education hereby authorizes the District’s Board President, Jennifer Speer, to issue a letter within 5 to 10 regular work days after the adjournment of the Step 3 hearing stating the reasons for the denial therefore.

Yes 6 No 0 Abstain 0 Absent 1

ADJOURNMENT:

Moved by Kristin Gray, seconded by Martha Flower, and carried unanimously: RESOLVED, that the Board hereby stands adjourned at approximately 9:00 p.m.