

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

Regular Session

November 14, 2018

7:00 PM

Members Present:

Jennifer Speers, President
Heather Bachman
Martha Flower
Barbara Gardner

Others Present:

Charlene Dehn, Superintendent
Kimberly Brown, Board Clerk

Members Absent:

Kristin Gray, Vice President
Amanda MacNamara
Richard Vienna

CALL TO ORDER:

The scheduled monthly meeting of the Manchester-Shortsville Central School District Board of Education was called to order on November 14, 2018, in the high school auditorium lobby at approximately 7:01 p.m. by President Speers.

I. PUBLIC COMMENT:

Jason Wagner presented the Board with a tumbling mat for the RJ Cheerleading program. This gift was given from the 2018 Modified Cheerleaders and their parents. Mr. Wagner thanked the Board for approving the Fall Modified Cheerleading program, and asked that the Board consider budgeting for Fall Modified Cheerleading in 2019-2020.

II. PRESENTATIONS:

Mark Bracy and Karen Hall presented to the Board the District's Personalized Learning Plan.

III. APPROVAL OF MINUTES:

A motion by Martha Flower, seconded by Heather Bachman, and unanimously approved: RESOLVED, that the minutes of the October 10, 2018, Board of Education regular meeting be approved as presented.

A motion by Martha Flower, seconded by Heather Bachman, and unanimously approved: RESOLVED, that the minutes of the October 24, 2018, Board of Education work session meeting be approved as presented.

IV. PERSONNEL REPORT:

Resignations

It was moved by Martha Flower, seconded by Heather Bachman, and unanimously approved: RESOLVED, that upon the recommendation of the Superintendent, to accept with regret the resignation of **Cassandra Turner**, Substitute Bus Monitor, effective, October 24, 2018.

It was moved by Heather Bachman, seconded by Martha Flower, and unanimously approved: RESOLVED, that upon the recommendation of the Superintendent, to accept with regret the resignation of **Tamara Housel**, JV Winter Cheerleading Coach, effective, November 5, 2018.

It was moved by Martha Flower, seconded by Heather Bachman, and unanimously approved: RESOLVED, that upon the recommendation of the Superintendent, to accept with regret the resignation of **Jenny Eckam**, Modified Winter Cheerleading Coach, effective, November 5, 2018.

Leaves

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 grant a FMLA to **Catrina Bestram**, Teacher, beginning on or about February 5, 2019 and ending on or about July 1, 2019.

It was moved by Heather Bachman, seconded by Martha Flower, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent, to grant a FMLA to **Kristine Danker-Case**, Teacher, beginning on or about January 30, 2019, and ending on or about March 13, 2019.

It was moved by Heather Bachman, seconded by Martha Flower, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent, to grant a FMLA to **Emily Lampley**, Counselor, beginning on or about December 6, 2018, and ending on or about February 14, 2019.

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 grant a FMLA to **Andrew Wight**, Teacher, beginning on or about November 9, 2018, and ending on or about December 7, 2018.

It was moved by Heather Bachman, seconded by Martha Flower, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent, to grant a FMLA to **Sherry Metz**, Food Service Helper, beginning on or about October 12, 2018, and ending on or about November 14, 2018.

Appointments

It was moved by Heather Bachman, seconded by Martha Flower, and unanimously approved: RESOLVED, that upon the recommendation of the Superintendent, to appoint **Kristi Curtin-Mussaw**, per the attached negotiated agreement, full-time on probation as a School District Administrator being assigned as Coordinator of Special Services. The probationary service shall begin on December 10, 2018 and end on December 12, 2022, provided that she has been rated as effective or highly effective during at least three of her four years of probation. The appointee has pending initial certificates as a School District Leader and School Building Leader.

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 appoint **Wanda Jansen, Interim Coordinator of Special Services**, beginning on October 29, 2018 and ending on or about December 21, 2018. **Salary \$300/day**

It was moved by Heather Bachman, seconded by Martha Flower, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent, to appoint **Ronald Albert, Modified Boys Basketball Coach**, for the 2018-2019 school year. **Salary \$2,687**

It was moved by Heather Bachman, seconded by Martha Flower, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent, to appoint **Tamara Housel, Modified Winter Cheerleading Coach**, for the 2018-2019 school year. **Salary \$2,909**

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: \$
Daniel Paulus	Physical Education Chairperson (Removal)	Per RJFA Agreement

APPOINTMENTS/DAILY SUBSTITUTES:

Ellen Johnson – Canandaigua	Appointment a Daily Substitute Teacher, K-12 for the 2018-2019 school year. Certification: Home Economics
Kiara Owen – Victor	Appointment a Daily Substitute Teacher, K-12 for the 2018-2019 school year. Certification: None
Laura Roblin – Fairport	Appointment a Daily Substitute Teacher, K-12 for the 2018-2019 school year. Certification: PreK, K, 1-6, & Special Education

Bradley Ward – Canandaigua	Appointment a Daily Substitute Teacher, K-12 for the 2018-2019 school year. Certification: None
Zoe Zagrobelny – Rochester	Appointment a Daily Substitute Teacher, K-12 for the 2018-2019 school year. Certification: Speech and Language Disabilities

APPOINTMENTS/NON-INSTRUCTIONAL:

Marlene Reynolds – Manchester	Appointment as Bus Monitor – for the 2018-2019 school year, effective, October 29, 2018 - \$10.40/hr
Sara Mannix – Shortsville	Appointment as Substitute Cleaner – for the 2018-2019 school year, effective, October 18, 2018 - \$11.50/hr
Lillian DeJesus – Shortsville	Appointment as Cleaner – for the 2018-2019 school year, effective, November 15, 2018 - \$10.40/hr
George Schinsing – Canandaigua	Appointment as Cleaner – for the 2018-2019 school year, effective, November 15, 2018 - \$10.40/hr (pending fingerprint clearance)
Donna Case – Shortsville	Appointment as Substitute Food Service Helper – for the 2018-2019 school year, effective, October 30, 2018 - \$10.40/hr.
Wrestling Volunteer – Chris Anderson	

REORGANIZATIONAL CHANGE IN DESIGNEES, APPOINTMENTS & SIGNERS:

4. **Superintendent Designees:**

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 the following reorganizational changes in designees and appointments:

<u>Position</u>	<u>Designee/Appointee</u>	<u>Stipend</u>
District Treasurer	Mark Socola	N/A
Deputy District Treasurer	Kimberly Brown	N/A
Deputy District Treasurer	Phyllis Moore	N/A
District Clerk Pro Term	Timothy Burns	N/A
School Purchasing Agent	Timothy Burns	N/A
Deputy School Purchasing Agent	Kimberly Brown	N/A
Deputy Claims Auditor	Kimberly Brown	N/A
Central Treasurer Extra Classroom Account	Dawn Goben	N/A

26. **Check Signers:** (Ed. Law 1720, 2523)

It was moved by Heather Bachman, seconded by Martha Flower, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent, to authorize the following check signers:

Account Name	Authorized Check Signers
Signatures on Checks	Mark Socola, District Treasurer Kimberly Brown, Deputy District Treasurer Phyllis Moore, Deputy District Treasurer
Extra Classroom Checks	Dawn Goben, Account Clerk Mark Bracy, High School Principal Karen Hall, Middle School Principal Jeffrey McCarthy, Elementary School Principal Kimberly Brown, Deputy District Treasurer

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

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 approve the CSE and CPSE recommendations.

VI. REPORTS AND CORRESPONDENCE:

Superintendent Dehn commented on the following topics:

- Thank you Pat Paddock – Happy Retirement
- BOE Work Session Schedule change from January 23, 2019 to January 30, 2019

A motion by Heather Bachman, seconded by Martha Flower, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to approve the 2018-2019 Board of Education amended meeting schedule changing January 23, 2019 to January 30, 2019.

VII. FINANCIAL REPORTS:

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

Reserve Plan

A motion by Heather Bachman, seconded by Martha Flower, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to approve the updated Reserve Plan as presented.

Long Range Financial Plan

A motion by Martha Flower, seconded by Heather Bachman, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to approve the updated Long Range Financial Plan as presented.

Fixed Asset Salvage

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

Item #	Tag #	Location	Item	Reason For Disposal
1	000380	Bus Garage	Sports Utility Vehicle #74 Vin#1GNEC16255J179217	Excessive mileage sending to auction
2	002223	Bus Garage	Bus #80 Vin#1GBJG21K581154649	Excessive mileage sending to auction
3	002246	Bus Garage	Bus #82 Vin#1BAKFCA8AF272831	Excessive mileage sending to auction
4	002247	Bus Garage	Bus #83 Vin#1BAKFSPAXAF272832	Excessive mileage sending to auction
5	002252	Bus Garage	Bus #85 Vin#1BAKFCA6BF278869	Excessive mileage sending to auction
6	002182	Bus Garage	1980 Air Compressor	Sending to auction - Age

Acceptance of Gift from Fall 2018 Modified Cheerleaders and Parents

A motion by Heather Bachman, seconded by Martha Flower, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to accept the gift of a tumbling mat, from 2018 Modified Cheerleaders and their parents with an estimated value of \$602.

Abatement Project Monitoring & Air Sampling Services

A motion by Martha Flower, seconded by Heather Bachman, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to award the Asbestos Abatement Project Monitoring & Air Sampling Service for 2017 Capital Improvement Project & Phase 2A to Envoy Environmental Consultants, Inc.

VIII. OLD BUSINESS:

A motion by Martha Flower, seconded by Heather Bachman, 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:

- #6110 – Code of Ethics for Board Members and All District Personnel
- #6111 – Testing Misconduct and Mandatory Reporting Requirements
- #6120 – Equal Employment Opportunity
- #6121 – Sexual Harassment of District Personnel
- #6122 – Employee Grievances
- #6130 – Evaluation of Personnel
- #6140 – Employee Medical Examinations

Tabled Policies

- #7132 – Non-Resident Students - Tabled
- #6150 – Alcohol, Drugs, and Other Substances
- #6151 – Drug-Free Workplace

ADJOURNMENT:

Moved by Heather Bachman, seconded by Martha Flower, and carried unanimously: RESOLVED, that the Board hereby stands adjourned at approximately 7:56 p.m.

Kimberly Brown, District Clerk