

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

Regular Session

October 10, 2018

7:00 PM

Members Present:

Jennifer Speers, President
Kristin Gray, Vice President
Martha Flower (entered 7:10 p.m.)
Barbara Gardner
Amanda MacNamara
Richard Vienna

Others Present:

Charlene Dehn, Superintendent
Kimberly Brown, Board Clerk

Members Absent:

Heather Bachman

CALL TO ORDER:

The scheduled monthly meeting of the Manchester-Shortsville Central School District Board of Education was called to order on October 10, 2018, in the high school auditorium lobby at approximately 7:03 p.m. by President Speers.

I. PUBLIC COMMENT:
None

II. AUDIT COMMITTEE:
A meeting of the Audit Committee was called to order by President Speers on October 10, 2018, at 7:04 p.m. External Auditor, Tom Zuber, reviewed for the Board the External Audit Report for the year ending June 30, 2018.

It was moved by Richard Vienna, seconded by Amanda MacNamara, and carried unanimously: RESOLVED, that the Audit Committee hereby stands adjourned at approximately 7:20 p.m.

III. PRESENTATIONS:
Middle School Trip – Washington, DC

Capital Project Update

SEI Design Group Architect Gian-Paul Piane and Pete Buckley of DGA provided the Board with a Capital Project update.

Rtl and AIS Process and Plans

Jeffrey McCarthy, Karen Hall, and Mark Bracy shared the Rtl and AIS processes within their respective buildings.

IV. APPROVAL OF MINUTES:

A motion by Kristin Gray, seconded by Martha Flower, and unanimously approved: RESOLVED, that the minutes of the September 12, 2018, Board of Education regular meeting be approved as presented.

A motion by Martha Flower, seconded by Amanda MacNamara, and unanimously approved: RESOLVED, that the minutes of the September 26, 2018, Board of Education work session meeting be approved as presented.

V. OLD BUSINESS:Emergency Response Plan

A motion by Richard Vienna, seconded by Kristin Gray, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to accept the updated Emergency Response Plan as presented.

Amendment of the agenda:

EXECUTIVE SESSION:

Moved by Martha Flower, seconded by Kristin Gray, and carried unanimously: RESOLVED, that the Board hereby enter Executive Session in accordance to the open meeting law at 8:20 p.m. to discuss:

- Personnel

President Speers moved the Board into public session at 8:26 p.m.

VI. PERSONNEL REPORT:Resignation

It was moved by Amanda MacNamara, seconded by Kristin Gray, and unanimously approved: RESOLVED, that upon the recommendation of the Superintendent, to accept with regret the resignation of **Jane Stockton-Kobos**, Coordinator of Special Services, effective, November 12, 2018.

Appointments

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 appoint **Trevor Gage, Head Varsity Basketball Coach**, for the 2018-2019 school year. **Salary \$5,895**

It was moved by Richard Vienna, seconded by Kristin Gray, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent, to appoint **Jenny Eckam, Modified Winter Cheerleading Coach**, for the 2018-2019 school year. **Salary \$2,133**

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 appoint **Joseph DeVey, Modified Wrestling Coach**, for the 2018-2019 school year. **Salary \$2,909**

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 appoint **Mitchell Lalik, Assistant Indoor Track Coach**, for the 2018-2019 school year. **Step 1, per the RJFA negotiated contract agreement**

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 appoint **Kristen Kremers, Assistant Track Coach**, for the 2018-2019 school year. **Step 2, per the RJFA negotiated contract agreement**

It was moved by Kristin Gray, seconded by Richard Vienna, and unanimously approved: RESOLVED, that upon the recommendation of the Superintendent, to approve the following resolution:

WHEREAS, Section 913 of the Education Law authorizes the Board of Education to require an employee to submit to a medical examination by a school medical inspector in order to determine the physical or mental capacity of such person to perform his or her duties;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Manchester-Shortsville Central School District as follows:

Section 1.

In accordance with Section 913 of the Education Law, the employee whose examination the Board discussed in executive session on October 10, 2018 is hereby required and directed to submit to an examination by one or more medical inspector(s) designated by the Superintendent of Schools, in consultation with the Director of School Health Services or School Physician, for the purpose of determining the employee's physical and/or mental capacity to perform the employee's duties. The Superintendent shall inform the employee of this resolution.

Section 2. To facilitate this examination, the Superintendent shall also direct the employee to furnish the medical inspector(s) with releases permitting such inspector(s) to review all relevant medical records from all health care providers with whom the employee has consulted or from whom the employee has received treatment since such date as is deemed appropriate by the medical inspector(s).

Section 3. When the results of such examination are available, the Superintendent is to share such results with the Board of Education in executive session.

Section 4. This resolution shall take effect immediately.

It was moved by Richard Vienna, seconded by Kristin Gray, 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: \$
Andrea Gregg	Appointment as LOTE Chairperson	Per RJFA Contract

APPOINTMENTS/DAILY SUBSTITUTES:

Raina Hebblethwaite-Nawrocki – Rochester	Appointment a Daily Substitute Teacher, K-12 for the 2018-2019 school year. Certification: None (Teacher Immersion Program Sub) \$100/day
Lorraine Jones – Waterloo	Appointment a Daily Substitute Teacher, 6-12 for the 2018-2019 school year. Certification: Music

APPOINTMENTS/NON-INSTRUCTIONAL:

Ashley Cooley – Manchester	Appointment as Teacher Aide – for the 2018-2019 school year, effective, September 27, 2018 - \$10.40/hr
Roger Cramer – Palmyra	Appointment as Monitor moved from Substitute Monitor – for the 2018-2019 school year, effective, September 26, 2018 - \$10.40/hr
Roy Hardy – Phelps	Appointment as Substitute Cleaner – for the 2018-2019 school year, effective, September 25, 2018 - \$11.50/hr.
Daniel Kniffin – Geneva	Appointment as Cleaner – for the 2018-2019 school year, effective, October 11, 2018 - \$10.40/hr. (Pending fingerprint and civil service clearance)
Erinn Rossi – Manchester	Appointment as Cleaner – for the 2018-2019 school year, effective, October 11, 2018 - \$10.40/hr. (Pending fingerprint clearance)
Devon Swarner – Shortsville	Appointment as Student Helper – for the 2018-2019 school year, effective, October 15, 2018 - \$10.40/hr.

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

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

VIII. REPORTS AND CORRESPONDENCE:

Superintendent Dehn commented on the following topics:

- Thank you Kris Gray for the beautiful potted mums
- Open House
- Homecoming and Service Bowl
- Thank you to the Board of Education

IX. FINANCIAL REPORTS:

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

External Audit Report

A motion by Kristin Gray, seconded by Richard Vienna, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Audit Committee to accept the 2017-2018 External Audit Report and corrective action plan.

Transportation Contract

A motion by Richard Vienna, seconded by Amanda MacNamara, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to approve the transportation agreement with Kemp Bus Sales, LLC. from 9/1/18 – 6/30/19. Total anticipated cost will be \$66,000.

Capital Improvement Project – Phase 2A – Abatement Contract

A motion by Martha Flower, seconded by Kristin Gray, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to award the Capital Improvement Project – Phase 2 – Abatement to Two Brothers Contractors (TBC Industries) in the amount of \$240,500.00.

X. NEW BUSINESS:New Facility Use Software and Procedures

The superintendent shared the new facility request software called Master Library or ML. The ML schedules and automates the District's Facility Use request process.

Middle School Trip Approval

A motion by Kristin Gray, seconded by Amanda MacNamara, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to approve a trip by the 8th Grade class to Washington, DC in the spring of 2019.

AIS Plan Update

A motion by Martha Flower, seconded by Richard Vienna, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to approve the updated Academic Intervention Services (AIS) Plan as presented.

Rtl Plan Update

A motion by Kristin Gray, seconded by Amanda MacNamara, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to approve the updated Response to Intervention (Rtl) Plan as presented.

Policies

A motion by Martha Flower, 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:

#5710 – Transportation Program

#5720 – Transportation of Students

#5730 – School Bus Safety Program

#5731 – Idling School Buses on School Grounds

#5740 – Qualification of Bus Drivers

#5741 – Drug and Alcohol Testing for School Bus Drivers and Other Safety-Sensitive Employees

ADJOURNMENT:

Moved by Martha Flower, seconded by Amanda MacNamara, and carried unanimously: RESOLVED, that the Board hereby stands adjourned at approximately 9:30 p.m.