

## MINUTES OF BOARD OF EDUCATION MEETING – June 3, 2019

### MEMBERS PRESENT

Dr. Corcoran  
Mr. Dawe  
Mrs. Murphy  
Mrs. Petrosillo  
Mrs. Rhodes  
Mrs. Rivera-Ortiz  
Mrs. Tyson  
Mr. Van Schaick  
Mrs. Woodcock Dettor

### MEMBERS ABSENT

### ADMINISTRATION PRESENT

Dr. Smith, Superintendent of Schools  
Mr. Decker, School Business Administrator  
Mr. Reyes, Asst. Superintendent of Schools

Mrs. Petrosillo called the meeting to order at 7:00 p.m. in the District Office. Others in attendance were Kerry Coleman-Herrick, Ken Souser, Nancy O'Connor, Lori DeForest, Will Guisbond, Zach Goodson, Tom Taylor, Ann Wright, Connie Myers Kelly, Christiana Semabia, Rachel Wagner, Donna Oppedisano, Carter Kowalczyk, Maureen Aliani, Michael Fitzpatrick, Jalique Huntley and Maya Leslie.

### Special Education Annual Report

Mrs. Tracey Menapace, Director of Pupil Personnel Services, and Mr. Timothy Ristau, Assistant Director, provided the Board with an overview of the Special Education services provided during the 2017-2018 school year. (See Supplemental Minutes.) They updated the Board on the number of students currently identified in the educational disability categories for the 2017/2018 school year. Statistics and information were provided as they related to CSE meetings, services provided for nonpublic school students, the continuum of services and utilization of alternate placements (BOCES Programs). Mrs. Menapace and Mr. Ristau continued their presentation with a look into the future for Pupil Personnel Services, which involves creating inclusive opportunities for students, access to curriculum, and instruction that meets individual needs and opportunities for all student to be part of the JD culture and community. They spoke about creating Consultant Teacher Direct (CTD) classrooms and using Professional Development to support this service. They have been working on a PPS Webpage.

### Community Comment Time #1

Kerry Coleman-Herrick commented about the Professional Learning Plan and shared her concerns about a nearly identical plan and well as her concerns for teacher supports systems for secondary trauma.

Will Guisbond commented about the Policy 1323, Ex-Officio Student Representative, and his concerns about the attachment of the appointment to the High School slate.

Donna Oppedisano commented that she was proud of the young people that contributed to the passing of the proposition for an Ex-Officio Student Representative to the Board and shared her concerns regarding the policy.

Connie Myers-Kelly commented that CTD English has been at the high school for approximately ten years.

Rachel Wagner commented on the Agenda and having it available earlier, as well as other documents including presentations that would be linked.

Wendy Rhodes asked about where to find the Supplemental Minutes online. Dr. Smith responded that they are not published.

### **Minutes of May 13, 2019 Budget Hearing and Regular Meeting**

Mrs. Murphy moved and Mrs. Tyson seconded the approval of the Minutes from May 13, 2019 Budget Hearing and Regular Board Meeting.

Motion carried (8-0-1). Mrs. Woodcock Dettor abstained.

### **Minutes of May 21, 2019 Special Meeting**

Mrs. Murphy moved and Dr. Corcoran seconded the approval of the Minutes from May 21, 2019 Special Meeting.

Motion carried (9-0-0).

### **Superintendent's Personnel Recommendations**

Mr. Van Schaick moved and Mr. Dawe seconded the approval of the Superintendent's Personnel Recommendations as follows:

#### ***INSTRUCTIONAL***

<b>Name and position</b>	<b>Location</b>	<b>Type of Leave</b>	<b>Effective</b>
Karista Lewis Special Education Teacher	M.S.	Parental Leave (Paid & Unpaid)	10/1/19 – 11/12/19

<b>Name and position</b>	<b>Location</b>	<b><u>Resignation</u></b>	<b>Effective</b>
Eric Toyoma Music Teacher	M.S.		8/31/19

#### ***NONINSTRUCTIONAL***

<b>Name and position</b>	<b>Location</b>	<b><u>Appointments</u></b>	<b>Effective</b>
		<b>Salary</b>	
Barbara Baxter Sub Custodian/Summer Worker	Custodial		6/27/19
April Butler Sub Custodian/Summer Worker	Custodial		6/27/19
Patricia Carter Sub Custodian/Summer Worker	Custodial		6/27/19

Jonna Cosbey Sub Custodian/Summer Worker	Custodial	6/27/19
Mary Fralick Sub Custodian/Summer Worker	Custodial	6/27/19
Ryan Huggins Sub Custodian/Summer Worker	Custodial	6/27/19
Joanne Hyatt Sub Custodian/Summer Worker	Custodial	6/27/19
Molly Kotzin Sub Custodian/Summer Worker	Custodial	6/27/19
Tina Mason Sub Custodian/Summer Worker	Custodial	6/27/19
Michelle Opalenick Sub Custodian/Summer Worker	Custodial	6/27/19
Katie Lynn Reitz Sub Custodian/Summer Worker	Custodial	6/27/19
Frank Whipple, Jr. Part-time Food Service Worker Replacing C. McCoy	Food Service	6/4/19
Nikoahl Rioux Sub Dispatcher	Transportation	6/4/19

**Retirement**

<b>Name and position</b> Kathleen Knapp Cook Manager	<b>Location</b> Food Service	<b>Effective</b> 12/31/19
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**Resignation**

<b>Name and position</b> Karie Cottrell PT Teacher Aide	<b>Location</b> Tecumseh	<b>Effective</b> 6/5/19
Nikoahl Rioux Food Service Worker	Food Service	5/31/18

**ADDENDUM TO PERSONNEL CHANGES– June 3, 2019**

The following personnel changes are recommended by the Superintendent:

## ***INSTRUCTIONAL***

### **Extra duty assignments/extended teaching 2018-2019**

#### **Mentors**

<b>Name</b>	<b>Assignment</b>	<b>Stipend</b>
Beth MacKenzie	Mentor (Sarah Hayes)	

#### **Request for Leave**

<b>Name and position</b>	<b>Location</b>	<b>Type of Leave</b>	<b>Effective</b>
Sarah Hayes Social Worker	MD	Parental Leave (Paid & Unpaid)	6/10/2019 – 6/26/19

Motion carried (7-2-0). Mrs. Rivera-Ortiz and Mrs. Rhodes opposed.

Mrs. Rhodes stated that she and Mrs. Rivera-Ortiz have a meeting scheduled with Dr. Smith and they are hopeful their questions will be answered.

#### **Uses of Buses by the Town of DeWitt**

Dr. Smith presented the Board with the annual request from the Town of DeWitt for the use of school buses for their summer day camp program. (See Supplemental Minutes). Mrs. Rivera-Ortiz asked if organizations are required to complete an application or if a letter serves as an appropriate application per policy. Mr. Decker explained that a letter is sufficient. Mrs. Rhodes moved and Mrs. Rivera-Ortiz seconded the approval for the Town of DeWitt's request for the use of four (4) school buses and two (2) back-up buses for their summer recreation program.

#### **Authorization to Operate OCM BOCES Educational Programs**

Mrs. Rivera-Ortiz asked how many people we have participating and how much did it cost. Dr. Smith indicated that there is no cost to the District and he can find out how many participants we had last year.

Mr. Dawe indicated that there appears to be a bill back mechanism on the Equivalent of Attendance Program; which Tim indicated is minimal. He also asked about the number of participants and cost per pupil for the Employment Preparation Education Program.

Mrs. Petrosillo asked about the Equivalent of Attendance Program age limits (18-20) versus the special education age limits (up to 21). Dr. Smith confirmed that the Equivalent of Attendance is a general education program and the student is eligible until the end of the school year in which the student turns 20.

Mrs. Murphy moved and Mrs. Tyson seconded the approval of the following agreements and resolution between the Jamesville-DeWitt Central School District and the Onondaga-Cortland-Madison Board of Cooperative Educational Services, effective July 1, 2019 – June 30, 2020:

## **EQUIVALENT OF ATTENDANCE PROGRAM**

This agreement will remain in force unless a request is submitted by the school district to terminate the agreement thirty (30) days from the date of notification. The Onondaga-Cortland-Madison Board of Cooperative Educational Services agrees to provide the Equivalent of Attendance Program for residents of the district who are:

- (a) 18-20 years old and attend instruction at sites throughout the counties; and
- (b) attend the program as approved by the district's E.O.A. designated contact person.

The training is in the High School Equivalency Program, Basic Education Instruction, English as a Second Language. This agreement will be null and void if the Onondaga Cortland-Madison BOCES fails to have the program approved by the New York State Education Department. The billing for this program will be once a year. The amount of billing shall be equal to the district's E.O.A. contact hours at \$6.00 per hour.

The BOCES shall assume responsibility for the attendance of the students and any inaccuracies or penalties a District may suffer shall be paid by the Onondaga-Cortland-Madison Board of Cooperative Educational Services.

## **EMPLOYMENT PREPARATION EDUCATION PROGRAM**

This agreement will remain in force unless a request is submitted by the school district to terminate the agreement thirty (30) days from the date of notification. The Onondaga-Cortland-Madison Board of Cooperative Educational Services agrees to provide the Employment Preparation Education program for residents of the district who are twenty-one (21) years or older. The education includes high school equivalency (Adult Basic Education, Adult Secondary Education, Home Study, National External Diploma Program), Basic Education, Life Skills, Occupational Training, Work Experience, and English as a Second Language. This agreement will be null and void if the OCM BOCES fails to have the program approved by the New York State Education Department.

## **ONONDAGA-CORTLAND-MADISON BOCES Adult and Continuing Education Resolution**

**RESOLVED** that the Board of Education of the Jamesville-DeWitt Central School District authorizes the Onondaga-Cortland-Madison Board of Cooperative Education Services to operate Cooperative Adult and Continuing Education programs at no charge to the district; without affecting their right to operate district programs.

**WHEREAS** school districts are authorized to provide Adult and Continuing Education programs in a consortium administered by their BOCES, and

**WHEREAS** the number of enrollees in certain programs in a single school district does not warrant the operation of those programs, and

**WHEREAS** there is ample evidence that there is a sufficient demand among adults in the supervisory district to support self-sustaining instructional programs,

**THEREFORE** let it be resolved that the Jamesville-DeWitt Central School District authorizes the Onondaga-Cortland-Madison BOCES to operate a self-sustaining Adult and Continuing Education Comprehensive Program, during the 2019-2020 school year at no charge to the district.

Motion carried. (9-0-0).

**New Board Policy # 1323 Students Serving as Ex-Officio  
Members of the School Board, 1<sup>st</sup> Reading**

Dr. Smith explained New Board Policy # 1323, Students Serving as Ex-Officio Members of the School Board. He said the language in the policy is from the proposition which comes out of law. There was a lengthy discussion regarding the policy and it was decided that the last sentence in Paragraph 3 of the policy would change to reflect that interested candidates must meet the requirements put forth by the principal, a job description will be developed, the election will not be attached to the slate for the 2019-20 school year and Dr. Smith will reach out to other administrators of districts with a student board member to find suggestions to replace the student board member in the event of a resignation or other reason the student cannot fulfill his or her obligation.

Mrs. Rivera-Ortiz requested that the purpose statement, selection, responsibilities and limitations be added to the policy.

This policy will be brought back for a second reading at the next Board meeting on June 17, 2019.

**Professional Learning Plan**

Mr. Reyes presented the Board with the Professional Learning Plan for 2019-2020 for their review and approval. (See Supplemental Minutes). He stated that some of the changes to the plan are that it is inclusive of all staff not just teachers, it has been updated to include Global Compliance Network, Social Emotional Learning and the Perception Institute and it is now more closely tied into the Strategic Plan.

Mrs. Rhodes expressed concern regarding Periodic Evaluation and is interested in seeing results in student achievement on NYS Testing. There was concern a substantially similar plan might not work for the next three years. Mr. Reyes explained that specific programs have not been named in the plan because the plan needs to be flexible. Mrs. Rhodes requested the evaluation data to understand the correlation between the data and the plan being proposed.

Mrs. Rivera-Ortiz indicated that [the Board] has been talking about trauma-informed practices, restorative practice, cultural responsiveness, crisis intervention and de-escalation and none of these were included in the plan. She asked how we will address those areas or will those be a substantive part of the plan. Mr. Reyes indicated that we've hired additional social workers at the elementary and middle school who have received additional training in social-emotional health. Also, at the elementary level we continue to offer the responsive classroom model and at the middle-school/high-school level we have the positivity project.

Mrs. Rivera-Ortiz indicated that the Learning Plan should contain a level of specificity to be meaningful to our administration and staff. She indicated that she would have expected the bigger topics should be included in this document to be useful.

Mrs. Rhodes asked how parents and community members are selected to be part of the Professional Learning Team and would like more transparency around the process for selecting those members. Dr. Corcoran asked how we will pay for the professional development. Mr. Reyes responded that there is an increase in the professional development line in the approved budget and title funds to support students with achievement gaps.

Mrs. Rhodes suggested the plan be tabled until more information is received.

Dr. Smith stated that the focus areas in the previous plan are the same areas we continue to struggle in and that this plan is written at a high level so we can pivot and shift. Dr. Smith said the information can be obtained and provided to the Board but doesn't think the approval of the plan should be held up for this. This plan is required by state and it is not required to be approved for three years. We have flexibility. Mrs. Murphy suggested that we approve as a one year plan. Mr. Van Schaick suggested we approve for one year, as well.

Mr. Reyes recommended we approve the plan for one year. The plan will be brought back for discussion in the near future.

Mr. Dawe moved and Mrs. Rhodes seconded the approval of the Professional Learning Plan for 2019-2020.

Motion carried. (8-1-0). Mrs. Rivera-Ortiz opposed.

### **Potential Consideration for Future Meetings**

Mrs. Petrosillo asked the Board if anyone had ideas for consideration at future meetings

- Follow-up on D. E.I. issues – request for feedback at next board meeting
- Master Teacher Program – add to future agenda

Mrs. Petrosillo acknowledged Mrs. Rivera-Ortiz's request for review of the current and previously added items.

### **Superintendent's Report**

Dr. Smith followed up with the Board regarding the process of creating a new policy manual. Dr. Smith and Mr. Decker met with representatives from both Erie 1 Policy Services and NYSSBA. They felt that both were top notch with some notable differences. NYSSBA offers a reduced number of policies which are all customizable. The fee is \$10,000 for a 2 year process. Erie 1 BOCES offers a greater number of customizable policies and their fee is \$8,800 for a 2 year process. Updates are provided more frequently with Erie 1 BOCES. Dr. Smith recommended to use the Erie 1 BOCES Policy Service. He feels it is a better fit for this organization at this time. The board will put together a committee in July and start the work immediately. The process will take approximately two years. Dr. Smith updated the Board with Kindergarten enrollment numbers after orientation at the three elementary schools. Kindergarten numbers at the elementary schools are: JES – 59, MD – 40 and TEC – 50 and they are expected to change. Dr. Smith will continue to watch the numbers and update the Board. Dr. Smith reported that the emergency roof project is complete; however, the construction on the auditorium is now behind schedule. The auditorium will more than likely not be ready for the start of school in September. Dr. Smith thanked the community for the support of the Budget, with the

turnout being higher than last year. Dr. Smith reported that all 2018-2019 varsity athletic teams, with the exception of one, were determined to be scholar athletes and also reported on a clothing drive at the High School where eleven boxes of clothes were donated to Delaware Elementary School. Dr. Smith congratulated the Middle School student who took part in the National Scripps Spelling Bee. Although she was eliminated, it was a fantastic experience for her. He also stated that two students were awarded \$2,500 National Merit scholarships. Finally, Dr. Smith updated the Board on upcoming events.

### **Board President's Report**

Mrs. Petrosillo stated that 4 out of 5 of the new Board Members will be attending the NYSSBA New Member Reception with her. She asked all members to let her know if they were interested in attending.

### **Unfinished and Continuing Business**

Mrs. Murphy applauded Mr. Eldridge for his calm, measured, professional manner and prompt updates during the recent security threat at the Middle School. She also wanted to recognize Jason Crawford, Buildings and Grounds Director for his outstanding job making the fields and buildings look phenomenal. Lastly, Mrs. Murphy wanted to share that the JD Community lost a true supporter of our kids at JD. Dr. Peter Becker recently passed away. He founded JDYAA and worked relentlessly for what was best for the students. She offered her condolences to family.

Dr. Corcoran spoke about the Special Olympics and her experience at her district. She is very excited that we will be sending more students next year.

Mr. Van Schaick stated that he and Mrs. Rivera-Ortiz attended the Middle School PTG meeting and stated that the PTG had a successful year. He said that Mr. Eldridge did a great job answering questions at the meeting.

Mrs. Rivera-Ortiz asked about installation of cameras at the middle school. She said parents would like help to know how to make students feel more comfortable and secure.

Mr. Van Schaick suggested information on how to talk to your child about school safety.

Mrs. Murphy stated that this would be a good forum topic.

Mrs. Rivera-Ortiz would like to hear more about the Master Teachers that have been recognized in our district. She also asked, in light of safety concerns, could there be an update on how the safety plan is going. Mrs. Rivera-Ortiz said she read an article in the RamPage on facility and technology improvements. She would like to know how those bits of information get to board members. Mrs. Murphy stated that students are on the Steering Committee so that information should filter through.

Mrs. Rivera-Ortiz asked how information is collected for the Social Emotional Plan and the New York State Literacy Guidelines. Dr. Smith stated that there will be an update on that coming.

Mrs. Rivera-Ortiz said she attended the Boys Sectional Lacrosse game, the CNYSSBA dinner, a production of Band Geeks with some JD students in the production and the New York University Steinhardt Summer Institute.



Mrs. Petrosillo asked about how she would join and Mrs. Rivera-Ortiz stated that a parent, Kerry Coleman Herrick provided the information on attending.

**Community Comment #2**

Rachel Wagner commented on DEI training that she attended in NYC.

At 9:50 p.m. Mr. Van Schaick moved and Mrs. Rhodes seconded the meeting to be adjourned to Executive Session for the purpose of Superintendent Evaluation.

Motion carried (9-0-0).

At 10:23 p.m. Mrs. Woodcock Dettor moved and Dr. Corcoran seconded Executive Session be adjourned.

Motion carried (9-0-0).

At 10:23 p.m. Mrs. Woodcock Dettor moved and Dr. Corcoran second the meeting be adjourned.

Motion carried (9-0-0).

Respectfully submitted,

Timothy Decker  
Clerk of the Board

**BOARD APPROVED: 6/17/19**