

MINUTES OF BOARD OF EDUCATION MEETING – April 20, 2020
Via Zoom Meeting

MEMBERS PRESENT

Mrs. Archer
Dr. Corcoran
Mrs. Deforest
Mrs. James-Murad
Mrs. Petrosillo
Mrs. Rhodes
Mrs. Rivera-Ortiz
Mr. Souser
Mrs. Woodcock Dettor
William Guisbond

MEMBERS ABSENT

ADMINISTRATION PRESENT

Dr. Smith, Superintendent
Mr. Decker, Business School Administrator
Mr. Reyes, Assistant Superintendent

Via Zoom, Mrs. Petrosillo called the meeting to order at 7:00 p.m. There was a roll call to confirm all present.

Community Comment Time

Due to the virtual nature of the meeting, there was no community comment time. The community was directed to email the Board with any comments.

Claims Auditor Report

Dr. Corcoran moved and Mr. Souser seconded the acceptance of the Claims Auditor Report. (See Supplemental Minutes).

Motion carried (9-0-0).

Recommendations of the CPSE and the CSE

Mrs. James Murad and Mrs. Archer seconded the acceptance of the recommendations of the Committee on Pre-School Special Education and the Committee on Special Education from their meetings on February 25, 2020 and March 5, 9, 11, 16, 17, 20, 24, 25, 26, 27, 30, and 31, 2020.

Motion carried (9-0-0).

Superintendent's Personnel Recommendations

Mrs. DeForest moved and Mrs. James Murad seconded the approval of the Superintendent's Personnel Recommendations as follows:

INSTRUCTIONAL

Name and position	Location	<u>Appointments</u> Salary	Effective
Anna Delaney Social Studies Teacher Regular Substitute Replacing J. Crawford	HS		9/1/20-6/30/21

*To be adjusted in accordance with the 2020 negotiated agreement.

		<u>Request for Leave</u>		
Name and position	Location	Type of Leave		Effective
Amy Harmon School Psychologist	District	Parental Leave (Paid and FMLA)		5/4/20-6/26/20

Extra duty assignments/extended teaching 2019-2020
Winter Coaching – Extended Season

Name	Assignment	Stipend
Robert Dixon	Assistant Varsity Indoor Track Coach	\$1,011

		<u>Request for Retirement</u>		
Name and position	Location			Effective
Dena Mason Special Education Teacher	Moses DeWitt			7/1/20

NONINSTRUCTIONAL

		<u>Appointments</u>		
Name and position	Location	Salary		Effective
Francis Haynes Full-time Mechanic Probationary Appt. Replacing Z. Reed	Transportation			4/21/20

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

Election of BOCES Board Members

It was moved by Dr. Corcoran and seconded by Mrs. Woodcock Dettor for the Board to adopt a resolution casting its votes in the annual election of members of the Board of Cooperative Educational Services for the persons indicated on the ballot as listed below:

- Christopher Hockey – Liverpool Central School District
- Lisa O’Reilly – Westhill Central School District
- Joan Reeves – Baldwinsville Central School District

Motion carried. (9-0-0).

BOCES Administrative Budget

RESOLUTION

At a regular meeting of the Board of Education (“Board”) of the Jamesville-DeWitt School District, Onondaga County, New York (the “District”) held at DeWitt, New York on the 20th day of April, 2020.

The meeting was called to order by President Susan Petrosillo at 7:00 p.m. and upon roll being called, the following were:

PRESENT: Mrs. Archer, Dr. Corcoran, Mrs. DeForest, Mrs. James Murad, Mrs. Petrosillo, Mrs. Rhodes, Mrs. Rivera-Ortiz, Mr. Souser, Mrs. Woodcock Dettor and Mr. William Guisbond (non-voting ex-officio student Board member).

ABSENT: None

The following resolution was offered by Mr. Souser, who moved its adoption, seconded by Mrs. Archer, to wit:

WHEREAS, the Board of Cooperative Educational Services for the Sole Supervisory District of Onondaga, Cortland and Madison Counties, (the "BOCES") duly presented its tentative 2020-2021 administrative budget of \$8,640,392 at its 2020 annual meeting; and

WHEREAS, the Board desires to approve said tentative administrative budget. NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1

The BOCES' tentative administrative budget of \$8,640,392 is hereby approved.

Section 2

This Resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to a vote, which resulted as follows:

9 Ayes 0 Nays

The Resolution was thereupon declared duly adopted.

Mr. Souser moved and Mrs. Archer seconded the approval of the Resolution to approve the BOCES Administrative Budget.

Motion carried (9-0-0).

Accept Internal Audit Report

The Internal Auditor's Report was reviewed. (See Supplemental Minutes). The Audit Committee is comprised of Mr. Souser, Mrs. Petrosillo, Mrs. Murphy, Dr. Smith and Mr. Decker. Mrs. Murphy commented that the report was remarkably clean and she commended Mr. Decker and the central office for the work they do.

Mr. Souser moved and Mrs. James Murad seconded to accept the Internal Auditor's Report.

Motion carried (9-0-0).

Policy Review – First Reading

The following twelve policies came to the Board for a first reading:

- [3420 - Non-Discrimination and Anti-Harassment in the District](#)
- [5220 - District Investments](#)
- [5250 - Disposal of School District Property](#)
- [5410 - Purchasing: Competitive Bidding and Offering](#)
- [5550 - Maintenance of Fiscal Effort \(Title 1 Programs\)](#)
- [5551 - Allocation of Title 1, Part A Funds in the District](#)
- [5560 - Use of Federal Funds for Political Expenditures](#)
- [5570 - Financial Accountability](#)
- [5571 - Allegations of Fraud](#)
- [5572 - Audit Committee](#)
- [5573 - Internal Audit Function](#)

The following twelve policies came to the Board for a second reading:

- [5210 - Revenues](#)
- [5230 – Acceptance of Gifts, Grants, and Bequests to the District](#)
- [5240 – School Tax Assessment and Collection/Property Tax Exemptions](#)
- [5310 – Bonding of Employees and Board Members](#)
- [5320 – Expenditures of District Funds](#)
- [5322 – District Cell Phone Use](#)
- [5323 – Reimbursement for Meals/Refreshments](#)
- [5411 – Procurement of Goods and Services](#)
- [5412 – Alternative Formats for Instructional Materials](#)
- [5413 – Procurement: Uniform Grant Guidance for Federal Awards](#)
- [5510 – Accounting of Funds](#)
- [5511 – Maintenance of Fund Balance](#)
- [5512 – Reserve Funds](#)
- [5520 – Extraclassroom Activity Fund](#)
- [5530 – Petty Cash Funds and Cash in School Buildings](#)
- [5540 – Publication of District’s Annual Financial Statement](#)

Mrs. Rivera-Ortiz explained the process to date in updating the previously approved Policy 3420 – Non-Discrimination and Anti-Harassment in the District. The language around domestic worker status was discussed and it was agreed that this will be taken back for clarification and consistency. Mrs. Rhodes asked about Policy 5410, Purchasing, Competitive Bidding and Offering, and if the language was standard. Mr. Decker responded yes and explained “best value” with an example of a current contractor knowing where we are at the time, and a new contractor coming in with a lower price, but not having the ability to get up to speed quickly. Mr. Souser asked for clarification on 5250 – Disposal of School District Property as it relates to the disposal of school text books and who makes the determination of how they are disposed of. Dr. Smith responded that the District Administration in consultation with the Director of Facilities makes the decision. There was a discussion on Policy 5520 Extra Classroom Activity Fund where Will Guisbond asked for clarification on clubs dissolving and

how the remaining funds are divested. Mrs. Rivera-Ortiz explained the opportunity is for the club to decide where funds go and if the club disbands before a decision is made, the Extra Classroom Activity Treasurer will move funds to the general fund. Mrs. Rivera-Ortiz and Mr. Decker explained the edit made to Policy 5323 – Reimbursement for Meals/Refreshments which states that reimbursement will not be made for alcoholic beverages. Mrs. DeForest reminded Mrs. Rivera-Ortiz about the edit that needs to be made to Policy 5323- District Cellphone Use, change the letter “b” to letter “a”.

Mrs. DeForest moved and Dr. Corcoran seconded the approval of Board Policies 5210, 5230, 5240, 5310, 5320, 5322, 5323, 5411, 5412, 5413, 5510, 5511, 5512, 5520, 5530, and 5540.

Motion carried. (9-0-0).

Superintendent’s Report

Dr. Smith provided the Board with information on the District’s Response to COVID-19, including the Governor and New York State Education Department’s updates which impact our operations. The report included the continued closing of schools through May 15th and the cancellation of Regent’s and other exams. Dr. Smith stated that Mr. Gasparini and the guidance counselors are working to identify members of the senior class who might be in jeopardy of graduating and making sure they are doing all that is necessary to make sure they are eligible to graduate. Dr. Smith reported that District has distributed over 400 Chromebooks to families in need and recognized Phil Lockette and his team for organizing the distribution as well as fielding technology questions. The district has identified families who are in need of internet service and has ordered hot spots which should be delivered within the next two weeks. Dr. Smith shared the numbers of meals that have been prepared/distributed through our meal program, which is provided by the Food Service Department. He reported that both the Budget Vote and the Board of Education Elections have been postponed until at least June 1, 2020. He will update the Board when more information is received. He said the Capital Outlay Project which was scheduled to begin in April is on hold due to the NYS on Pause Order. He expects that once the social distancing guidelines have been relaxed, the construction project can begin. Dr. Smith updated the Board on the search for the Asst. Superintendent for Curriculum, Instruction and Equity, including first round of interviews this week and a recommendation being brought to the Board on June 1st. He stated that this plan is subject to change based on circumstances that cannot be predicted at the time. Mrs. Rhodes asked for more information on the plans for instruction of some high needs students. Dr. Smith responded that teachers are working collaboratively making modifications for students with disabilities as necessary. Some ELL students are receiving instruction directly from general education teachers as well as ELL teachers. Related services are offered for students with that on their IEPs and AIS is providing resources for student packets and working collaboratively with teachers. Dr. Smith shared good news regarding a senior student whose play was chosen to be performed in the Young Playwrights Festival in Los Angeles. There are a total of seven JD finalists and semi-finalists who will have their plays performed virtually at the Syracuse Stage over four nights in May. Dr. Smith said that JD is very well represented and it’s a great success story for our students and he congratulated all winners. Will Guisbond added the JD enters the Playwrights Festival every year and he believes that there are only ten finalists so the fact that JD had seven is really awesome and he offered congratulations.

Mrs. Woodcock Dettor, speaking to Will Guisbond, asked how things were going for students, knowing that this is a huge week for seniors. She asked how they were handling it all with social distancing. Will responded that they are all taking it day by day. He said the Student Government has created Instagram and social media pages to broadcast pathways for seniors who are graduating. He

said he received an email from Mr. Gasparini with an idea to have lawn signs put outside the houses of seniors. He said they are also taking advantage of Zoom interactions with friends.

Mrs. Woodcock Dettor asked Dr. Smith about schools re-opening this school year and if the district has started discussing what this would look like. Dr. Smith responded, yes, the administrators have begun discussing what coming back this school year would look like. Dr. Smith said that if there is a safe way to bring our kids back to school and we can get them back for any amount of time, he believes that would be great.

Mrs. DeForest asked how we continue to support families and staff, differentiating for staff learning. Dr. Smith said that the district is putting a team together to try to identify a central entry point for teachers in which they would have a contact person to redirect them for specific resources. Mrs. DeForest also asked about the technology survey and how we know pinpoint who has not responded. Dr. Smith responded that is done through monitoring student engagement and following up with individual families.

Board President's Report

Mrs. Petrosillo read the following prepared statement:

Good evening everyone,

As we begin week 6 of sheltering in place and we hear, see, and feel the daily effects of COVID-19 on our lives and the lives of our community members, I ask myself, "What can I do?"

More specifically, "How can I help the JD community during this unprecedented time of need?"

I have been a J-D school board member for 9 years, elected by our community to represent our kids.

I have deep-seated principles and strong personal beliefs that guide me when I act, speak, and vote on behalf of J-D students and community.

And, for the final two and a half months of my term, I will lean on those principles and beliefs more than ever as we make tough decisions for the betterment of J-D and especially, our kids.

Here are the facts.

- **We are in a time of crisis, the likes of which we've never seen.**
- **We are all affected by COVID-19 and will be affected for months, years to come.**
 - Many of our neighbors and friends have lost their jobs.
 - Many small businesses are closing and may never reopen.
 - Our kids have missed out on important milestones and memories.
- **We are all sacrificing in one way or another.**
 - Syracuse University announced today that their employees will take a pay cut.
 - Furloughs are commonplace in an effort for businesses to survive.
- **The pandemic will have a profound impact on school budgets.**
 - Gov. Cuomo announced yesterday that we should expect significant reductions, up to 50%, unless there is federal aid. New York State is expecting a \$15 billion budget shortfall as a result of this pandemic.

This is a Crisis. I want to be clear with you all about my guiding principles and beliefs, as we are faced with important decisions that will affect our kids and community now and in the future.

- I support retaining ALL J-D programs.
- I support the external hiring of our Assistant Superintendent for Curriculum, Instruction, & Equity.
- I support not cutting J-D teachers and counselors.
- I support reductions vs. eliminations.
- I support leveraging our talented J-D professionals in other creative ways.
- I support Contract Concessions.
- I support the Tax Cap.
- And I support what's best for the kids

For my fellow board members, we are nearing the time where we will have to propose a Budget for Vote – This during a time of great uncertainty and instability. I will look to my principles to guide me and ask you, “What are your principles?”

To the JD district community, “What will you sacrifice?”

Thank you.

Unfinished and Continuing Business

Will asked about the topics for consideration for future meetings. Mrs. DeForest stated that she has put together a compiled list and she will share it with Mrs. Petrosillo so that she can put it on a future agenda.

Will asked about the minutes of the meeting and if they would be done as in the past. Mrs. Petrosillo stated that in following the guidelines from NYSSBA, we need to have both a transcript of the meeting and minutes. Dr. Smith stated that we will correct that.

At 8:26 p.m. Mr. Souser moved and Dr. Corcoran seconded the motion to adjourn the meeting to Executive Session for matters related to personnel.

Motion carried (9-0-0).

At 9:14 p.m., Mrs. Archer moved and Mrs. Rhodes seconded Executive Session be adjourned.

Motion carried (9-0-0).

At 9:15 p.m., Dr. Corcoran moved and Mrs. Archer seconded the meeting be adjourned.

Motion carried (9-0-0).

Respectfully submitted,

Timothy Decker
Clerk of the Board

Board Approved: 5/11/20