

MINUTES OF BOARD OF EDUCATION MEETING – May 11, 2020
Via Zoom Meeting

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

Budget Presentation

Dr. Smith presented the Board with the budget presentation, (See Supplemental Minutes). He reviewed the budget and propositions. He shared that there would be a slight reduction in the High School staff due to decreased enrollment, a reduction in Middle School instrumental support, decreased number of elementary sections due to enrollment and the elimination of the Chinese program due to decreased enrollment. Dr. Smith explained the potential of \$350,000 of state aid being cut throughout the school year. He said that Finance Committee tried to build a budget with a contingency plan. Mrs. Rhodes, the Finance Committee Chair added that this was a difficult budgeting cycle and more than likely this is not a budget that will be done at this time. She thanked Dr. Smith, Mr. Decker, Mrs. Petrosillo and Mrs. Woodcock Dettor for all their hard work on this challenging budget. Dr. Smith opened the discussion up to questions from the Board. There was a lengthy discussion among the Board as well as questions and comments posed in the Zoom Chat. Dr. Smith explained that currently the Chinese program has 38 students enrolled for next year. He explained that he tried to keep the cuts as far away from the classroom as possible. This was a decision based on declining enrollment. The current high school students will be able to continue on through a distance learning program and the middle school students will be given the option of French or Spanish with the added support from the teachers. Dr. Smith shared with the Board the eight community members that submitted an intent to run for the Board of Education on June 9th. (The full transcript of the conversation during the budget presentation can be found online under Transcript of May 11, 2020 Board Meeting and also part of Supplemental Minutes.)

At approximately 8:45 p.m. Mrs. Petrosillo lost internet connection and did not rejoin the meeting.

Approve Minutes of Board of Education Meetings,

March 23, April 2, and April 20, 2020

Dr. Corcoran moved and Mr. Souser seconded the approval of the minutes of the Board of Education meetings of March 23, April 2, and April 20, 2020.

Motion carried (8-0-0).

Claims Auditor Report

Mrs. Murad moved and Mrs. Archer seconded the acceptance of the Claims Auditor Report. (See Supplemental Minutes).

Motion carried (8-0-0).

Superintendent's Personnel Recommendations

Mrs. James Mura moved and Dr. Corcoran seconded the approval of the Superintendent's Personnel Recommendations as follows:

PERSONNEL CHANGES FOR BOARD OF EDUCATION MEETING May 11, 2020

INSTRUCTIONAL

Name and position	Location	<u>Appointments</u>		Effective
		Annual Salary	Cert	
Tokenma Killins Elementary Principal Probationary Appointment Replacing J. Zerrillo	TEC		Prof. SBL	7/1/20
Stephanie Rice Administrative Intern	District			9/2/20-6/25/2021

Request for Retirement

Name and position	Location	Effective
Mary Ellen Eccles Teaching Assistant	District	6/30/20
Christine Gamlen Teaching Assistant	JES	6/30/20
Patricia Sawatzke Teaching Assistant	MS	6/30/20

Resignation

Name and position	Location	Effective
Timothy Ristau Asst. Director of PPS	District	6/30/20

Motion carried (6-2-0). Mrs. Rhodes and Mrs. Rivera Ortiz opposed.

Mrs. Rhodes stated that she is clarifying that as always, it is not about the candidates, it is about the process and that Dr. Smith is working on that.

Dr. Smith stated that with the Board's approval, Tokinma Killins has been appointed Principal of Tecumseh and will begin on July 1st. He shared her information and history and welcomed her to JD.

Superintendent's Tenure Recommendations

Dr. Corcoran moved and Mrs. DeForest. Corcoran seconded the approval of the Superintendent's Tenure Recommendations as follows:

TENURE APPOINTMENTS

Name	Tenure Area	Location	Effective Date
Anastasia Arriaga		Art K-12	Middle School 9/1/20
John Barlow		Social Studies 7-12	Middle School 9/1/20
Samantha Ross Sweeney		Science 7-12	High School 9/1/20
Erin Sullivan		Mathematics 7-12	High School 9/1/20
Dan Vinette		Technology 7-12	Middle School 9/1/20
Vitaliy Yanchuk		Social Studies 7-12	High School 9/1/20

Motion carried. (6-2-0). Mrs. Rhodes and Mrs. Rivera-Ortiz opposed.

Resolution to Establish a Budget Hearing in Lieu of an Annual Meeting

RESOLUTION TO REPLACE ANNUAL MEETING WITH A BUDGET HEARING

RESOLVED by the Board of Education of Jamesville-DeWitt Central School District, as follows:

Section 1. A public hearing on the budget in lieu of the annual school district meeting of said School District shall be held via Zoom on Monday, June 1, 2020 at 7:00 p.m.

Section 2. The notice of said public hearing on the budget in lieu of the annual school district meeting shall be in the following form; to wit:

NOTICE OF PUBLIC HEARING ON THE BUDGET IN LIEU OF THE ANNUAL SCHOOL DISTRICT MEETING JAMESVILLE-DEWITT CENTRAL SCHOOL DISTRICT

The Board of Education of Jamesville-DeWitt Central School District hereby gives notice that a public hearing on the budget in lieu of the annual meeting of said School District will be held via Zoom on Monday, June 1, 2020 at 7:00 p.m., at which time the proposed budget for the School District for 2020-2021 will be presented for review and discussion in anticipation of the subsequent vote thereon by the qualified voters of said District to be held on June 9, 2020.

Notice is hereby given that a copy of the statement of the amount of money which will be required for the ensuing year for school purposes, may be obtained by any taxpayer in the School District at each school house in the District in which school is maintained between the hours of 9:00 a.m. and 3:00 p.m. on each day other than a Saturday, Sunday or holiday during the fourteen days immediately preceding such public hearing.

Section 3. The School District Clerk is hereby authorized and directed to cause notice to be given of said public hearing on the budget in lieu of the annual school district meeting in the form hereinabove prescribed by publishing the same in "The Post Standard" and "The Eagle Newspapers," said newspapers having a general circulation within the said School District, two times within the twenty-eight days preceding such hearing, the first publication to be on May 12, 2020.

Section 4. This resolution shall take effect immediately.

Mrs. James Murad moved and Mrs. Woodcock Dettor moved to approve the Resolution to Establish a Budget Hearing in Lieu of An Annual Meeting.

Motion carried (8-0-0).

Appoint Chairperson for the Annual Meeting and Budget Vote

Mrs. Rivera-Ortiz moved and Mrs. James Murad seconded the approval of the appointment of Linda Schellinger as Chairperson of the 2020-2021 Annual Meeting and Budget Vote.

Motion carried (8-0-0).

Approve 2020-2021 Budget

Mrs. Woodcock Dettor moved and Mrs. James Murad seconded the approval of the budget to be presented to the voters as recommended by the Superintendent in the amount of \$58,640.975 and levy the tax to support that expenditure.

Motion carried (5-3-0). Mrs. Archer, Dr. Corcoran and Mrs. Rivera-Ortiz opposed.

Approve 5 yr. Contract with OCM BOCES for Lit Fiber for High Speed Communications

Mrs. Woodcock Dettor moved and Mrs. Rivera-Ortiz seconded the approval of the following Resolution with OCM BOCES :

RESOLUTION OF THE BOARD OF EDUCATION FOR JAMESVILLE-DEWITT CENTRAL SCHOOL DISTRICT

WHEREAS, the Board of Education of the Jamesville-Dewitt Central School District (hereinafter referred to as the "District") desires to enter into a five year service agreement with the OnondagaCortland-Madison Board of Cooperative Educational Services (hereinafter referred to as OCM BOCES) in order for the OCM BOCES to furnish certain services to the District pursuant to New York State Education Law §1950(4)(jj), those services being lit fiber for high speed communications services in Co-Ser 601.

NOW, THEREFORE, it is

RESOLVED, that the Board of Education of Jamesville-Dewitt Central School District agrees to enter into a contract with the OCM BOCES for the provision of said services to the District and not to exceed in total over the life of this agreement the annual amount of \$44,159 and associated CNYRIC charges with such amount to include annual OCM BOCES support costs and applicable taxes and surcharges, and with such support costs and applicable taxes and surcharges included at the current rate and subject to change as established in the OCM BOCES budget or mandated by any federal, state or local authority.

This amount may be amended with the approval of both parties. The District will be liable to OCM BOCES for early cancellation or withdrawal from this agreement to the same extent that OCM BOCES is liable to any vendor(s) of these services, including liability for applicable penalties or liquidated damages, and the District will also be liable for costs and expenses, including reasonable attorneys' fees and disbursements, incurred by OCM BOCES as consequence of any such early cancellation or withdrawal. Payment will be made as part of a regular annual OCM BOCES contract for services. Further, this agreement is subject to the approval of the Board of Education of OCM BOCES. This contract will be for a maximum period of five years commencing on or about June 15, 2020.

Motion carried (8-0-0).

Approve 5 yr. Contract with OCM BOCES for Classroom and Other Instructional Technology

Mr. Souser moved and Dr. Corcoran seconded the approval of the following Resolution with OCM BOCES:

RESOLUTION OF THE BOARD OF EDUCATION FOR THE

JAMESVILLE DEWITT SCHOOL DISTRICT

WHEREAS, the Board of Education of the Jamesville Dewitt School District desires to enter into up to a 5 year service contract with the Onondaga-Cortland-Madison Board of Cooperative Educational Services (hereafter referred to as OCM BOCES) in order for the Regional Information Center (RIC) to furnish certain services to the District pursuant to Education Law 1950(4)(jj), those services being but not limited to classroom technology and library automation and other instructional technologies in CoSer 562 and/or CoSer 620.

NOW, THEREFORE, it is

RESOLVED, that the Board of Education of the above School District agrees to enter into a contract with the OCM BOCES for the provision of said services to the District in total over the life of this agreement not to

exceed the principal amount of \$250,000.00 plus related borrowing fees incurred by the OCM BOCES on behalf of the school district, plus yearly Regional Information Center support during the term of this contract. This amount may be amended with the approval of both parties. Payments will be made as part of a regular annual BOCES contract for services. Further, this contract will be finalized by the Superintendent of the school district and is subject to the approval of the Commissioner of Education for both this multi-year service agreement and the OCM BOCES Installment Purchase contract which will be entered into on behalf of the school district at its request. This contract will be for a maximum period of 5 years commencing on or about 07/01/2020.

Motion carried (8-0-0).

Policy Review – First Reading

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

- 5610 – [Insurance](#)
- 5620 – [Fixed Asset Inventories, Accounting and Tracking](#)
- 5630 – [Facilities: Inspection, Operation, and Maintenance](#)
- 5631 – [Hazardous Waste and Handling of Toxic Substances by Employees](#)
- 5632 – [Pest Management and Pesticide Use](#)
- 5640 – [Smoking/Tobacco Use](#)
- 5650 – [Energy Conservation and Recycling in the Schools](#)
- 5660 – [Meal Charging and Prohibition Against Meal Shaming](#)
- 5670 - [Records Management](#)
- 5671 – [Disposal of Consumer Report Information and Records](#)
- 5672 – [Information Security Breach and Notification](#)
- 5673 – [Employee Personal Identifying Information](#)
- 5674 – [Data Networks and Security Access](#)
- 5675 – [Student Grading Information Systems](#)
- 5676 – [Privacy and Security For Student Data and Teacher and Principal Data](#)

Dr. Smith went over the policies up for a first reading and noted that policy # 5630 requires that we establish a health and safety committee to ensure all facilities are properly maintained. This committee will be formed at the beginning of the school year in the fall. He also noted that with regard to policy # 5650, which is centered around energy conservation and recycling in the schools, that the district is committed to this which is addressed in the capital related energy projects.

The following policies came to the Board for a second 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](#)

It was decided that policy # 3420 would not be approved tonight but brought back to the next meeting for a second reading as wording on the special classes needed to be discussed.

Dr. Corcoran moved and Mr. Souser seconded the approval of Board Policies 5220, 5250, 5410, 5550, 5551, 5560, 5570, 5571, 5572 and 5573.

Motion carried (8-0-0).

There was a discussion around Board Policy 1323, ex-officio student Board member. Mrs. Rivera-Ortiz said that however we decide the process for appointing a new ex-officio Board member looks, it should be clear and it is the responsibility of the administrator to provide guidelines. Will has been working with Mr. Gasparini and has offered his help with this process. Mrs. Woodcock Dettor suggested that the Board extend the term of our current ex-officio student Board member, Will Guisbond, if he is so willing. This would be a term that would take him through the summer and when it is time for him to leave for college, he would resign like any other Board member would. Will stated that he would be honored and would need to discuss this with Mr. Gasparini. The Board thanked Will for his time and service on the Board this year and said they the Board has benefited from having him.

Quarterly Financial Report

Mr. Decker reviewed the quarterly financial report. (See Supplemental Minutes). He explained that there is the possibility that with the School Lunch Fund down, we may have to borrow from the general fund to help support this. This is due to food going out but no revenues coming in during the pandemic. He explained the Special Aid Fund and the two year lag with Incarcerated Youth as well as the \$90,000 cost of our share of the legal fees associated with Shoppingtown. Mr. Decker took questions from the Board including a question from Mrs. Rivera-Ortiz asking if we have explored sourcing of food to local restaurants with a hope to infuse money into the community. Mr. Decker stated that although we have not done an exploration, other districts have done this and they have generally been disappointed.

Superintendent's Report

Dr. Smith provided the Board with information on the District's Response to COVID-19, which included an update on the assessment of student learning at the different grade levels. He said that it is more difficult at the lower grade levels and materials that the students have worked on are starting to be returned to get a better handle on the assessment. The High School and Middle School are working to not deviate too far the current grading system. Mr. Smith stated that the work at Jamesville Elementary School has continued with the trauma informed instruction and he applauded their efforts. Dr. Smith spoke about the expectation that teachers, counselors and social workers are reaching out to families to identify supports and concerns. Dr. Smith spoke about the end of the year and the current situation where if we continue to scheduled end of the year, which is June 26th, we will go beyond the teachers' contract date and that we are waiting for guidance from the Governor. Dr. Smith said that we are waiting for guidelines so that we can begin to put together a plan for graduation, whatever that will look like. He said plans are being made to return belongings to students from the classrooms and lockers. He reported that they have begun looking towards re-entry in the fall and are working with

our architects to think creatively about social distancing, which will include reconvening the Emergency Management Committee to discuss District operations.

Mrs. Rhodes asked if the trauma informed instruction program at Jamesville will be used as a model at the other elementary schools and Dr. Smith explained that although he has heard positive feedback on the program, before committing the program to the other schools, he needs to confirm this. Mrs. Rhodes.

Mrs. Rhodes also said she received a number of emails from parents regarding communication and a frustration at what they perceived as weakness in communication from building leaders and teachers to parents. She asked Dr. Smith to clarify what the expectations are. Dr. Smith responded that the expectation is for each teacher to reach out at least twice per week to all students. He said the other expectation is to make sure to see if anyone needs additional assistance. He said each building has a spreadsheet to keep track of engagement. He said we have had varying levels of success.

Mrs. Rivera-Ortiz asked about the thoughtexchange and if we have used this for students and/or families. Dr. Smith said that it would be interesting and that we need a very specific topic or question that will help inform our current situation both now and should we be facing this in the fall.

Dr. Smith shared with the Board that the High School had a number of finalists and semifinalists that will have their plays performed by Syracuse State. He gave the dates and where information could be found. He also shared that the Drama Club will be forming the show *No Exodus*, written and directed by a senior student. This will take place on June 7th and information will be on the website. Dr. Smith shared good news that Tecumseh Elementary School and Jamesville-DeWitt High School were named by the New York State Education Department as Recognition Schools and Jamesville-DeWitt High School was recognized as a 2020 Best High School by US News and World Report. Also, he shared that Jamesville-DeWitt has been designated among the best communities for music education, by the National Association of Music Merchants Foundation. Dr. Smith spoke about the event where High School staff arranged for lawn signs to be distributed to seniors. There was a parade route which included teachers, staff, the DeWitt Police and Fire Departments. It was a great way to honor our seniors.

Board President's Report

There was not a President's Report as Mrs. Petrosillo lost internet connection to the meeting.

Unfinished and Continuing Business

Will reported that he has been writing articles for the RamPage which been a way to update students and that if there is any information to be passed along, please let him know. Also, he asked about the agenda topic "Consideration for Future Agenda Items" and if that will be put back on the agenda, as his concern is that there are many topics that are important to the Board as a whole. Mrs. Rhodes stated that she is hopeful that we will start seeing some of the agenda topics at our next meeting and thanked Mrs. DeForest for her hard work on putting together the spreadsheet of topics. Mrs. DeForest shared a poem by a fifth grade middle school student entitled "Remember When". Mrs. Rivera-Ortiz has about the Strategic Plan, has anyone seen it and will we be seeing it soon? Dr. Smith stated that he agrees it is

imperative to get this out and that we are working around the barriers that have been placed in front of us to find a timeline. Mrs. DeForest shared that the survey that was done for future consideration topics, and the top four topics that came up in order were, #1 – report on the Strategic Plan, #2 – Curriculum, culturally responsive framework, #3 – DEI Vision and Plan and #4 – parent engagement.

At 10:13 Mr. Souser moved and Mrs. Woodcock Dettor seconded the motion to adjourn the meeting to Executive Session to discuss personnel.

Motion carried (8-0-0).

At 10:40 p.m., Mrs. Woodcock Dettor moved and Mrs. James Murad seconded Executive Session be adjourned.

Motion carried (8-0-0).

At 10:41 p.m. Mr. Souser moved and Mrs. Woodcock Dettor seconded the meeting be adjourned.

Motion carried (8-0-0).

Respectfully submitted,

Timothy Decker

Board Approved: June 1, 2020