

## MINUTES OF BOARD OF EDUCATION MEETING – July 13, 2020

### MEMBERS PRESENT

Dr. Archer  
Dr. Corcoran  
Mrs. DeForest  
Mr. Gross  
Mr. Leach  
Mrs. James-Murad  
Mrs. Rhodes  
Mrs. Rivera-Ortiz  
Mrs. Woodcock Dettor

### MEMBERS ABSENT

### ADMINISTRATION PRESENT

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

After a 5 minute recess, Mrs. Rhodes called the regular meeting of the Board of Education to order via Zoom.

### 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.

### Approve Minutes of Board of Education Meetings, June 15, 2020

Mrs. James Murad moved and Dr. Archer seconded the approval of the minutes of the Board of Education meetings of June 15, 2020, with two amendments.

Motion carried (9-0-0).

### Recommendations of the CPSE and the CSE

Dr. Corcoran moved and Dr. 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 April 15, and May 19, 27, and June 2, 4, 11, 12, 24, 25, 30 and July 1, 6, 2020.

Motion carried (9-0-0).

### Superintendent's Personnel Recommendations

Dr. Smith presented the Board with the Personnel Recommendations. There was a discussion with regard to the extra duty stipends.

Dr. Archer moved and Dr. Corcoran seconded the approval of the Instructional appointments.

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

The Board decided to table the Extra Duty Assignments, with the exception of Resource Leaders, Textbook Control and Department Chairs.

Mr. Gross moved and Mrs. Woodcock Dettor seconded the approval of the Extra Duties Assignments of Resource Leaders, Textbook Control and Department Chairs.

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

Mrs. Rivera-Ortiz asked if we do an exit interview to evaluate why people are leaving the district and Dr. Smith indicated that Mr. Reyes is working on changes and updates for this.

Mrs. James Murad moved and Dr. Archer seconded the approval of the resignations.

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

***INSTRUCTIONAL***

<b>Name and position</b>	<b>Location</b>	<b><u>Appointments</u> Annual Salary</b>	<b>Cert</b>	<b>Effective</b>
Ginger Holleran Asst. Director of PPS Probationary Appt.(4 yrs) Replacing T. Ristau	PPS		SDL - Initial	7/14/20
Kelsey Froass Speech Pathologist Probationary Appt. (4 yrs) Replacing T. Farrell	TEC	B3+M+42	Speech & Lang. Disabilities - Initial	9/2/20
Molly Spinek Special Education Teacher Probationary Appt. (4 yrs) Replacing D. Mason	MD	B3+18	SWD 1-6 –Initial	9/2/20
Kathleen Deehan Teaching Assistant Probationary Appt. (4 yrs) New Position	JES		TA – Level 1	9/2/20
Brae Fuller Teaching Assistant Probationary Appt. (4 yrs) Replacing T. DeRollo	MS		TA – Level 1	9/2/20
Karen Graham Teaching Assistant Probationary Appt. (4 yrs) New Position	TEC		TA – Level 1	9/2/20
Marangelie Mercado Teaching Assistant Probationary Appt. (4 yrs) New Position	HS		TA – Level 1	9/2/20

Eamonn O'Neill Teaching Assistant Probationary Appt. (4 yrs) New Position	MS	TA Level 1	9/2/20
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Fumei Tung Teaching Assistant Probationary Appt. (4 yrs) Replacing P. Sawatzke	MS	TA-Level III	9/2/20
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**Extra duty assignments/extended teaching 2020-2021**

**Jamesville Elementary**

<b>Name</b>	<b>Assignment</b>	<b>Stipend</b>
Nicole Abdo	Textbook Control	
Karyn Doss	Resource Leader	
Patricia Hill	Bus Supervision	
Kristin Middleton	Bus Supervision (PM only)	
Stephanie Sindoni	Student Supervisor	
Carol Sluis	Bus Supervision (PM only)	

**Extra duty assignments/extended teaching 2020-2021**

**Tecumseh**

<b>Name</b>	<b>Assignment</b>	<b>Stipend</b>
Beek Abraham	Bus Supervision (PM only)	
Sue Brown	Bus Supervision	
Tina Bussone	Bus Supervision	
Cassi Crossman	Textbook Control	
Dana Dietz	Resource Leader	
Carri Moore	Bus Supervision (PM only)	
Susan Ransier	Student Supervisor	

**Extra duty assignments/extended teaching 2020-2021**

**Middle School**

<b>Name</b>	<b>Assignment</b>	<b>Stipend</b>
Molly Anthony	Math Department Chair	
Anastasia Arriaga	5/6 Set Production	
Anastasia Arriaga	7/8 Set Production	
John Barlow	7/8 Student Council	
John Barlow	Cafeteria Supervision 7 <sup>th</sup> grade	
Justin Bird	Good Time Singers	
Justin Bird	7/8 Musical Director	
Amy Bissetta	7/8 Student Council	
Carol Lynn Boice	5/6 Student Council	
Keith Bryant	Bus Supervision (PM only)	
Amanda Burt	Cafeteria Supervision 8 <sup>th</sup> grade	

Robin Carruthers	5/6 Musical Director
Anna Endreny	Science Department Chair
Laurie Fabian	Bus Supervision (PM only)
Linda Gangemi	MS Math Team
Kim Giammichele	Cafeteria Supervision 5 <sup>th</sup> grade
Dan Glazier	Bus Supervision (AM only)
Dan Glazier	Cafeteria Supervision 6 <sup>th</sup> grade
Anthony Greene	MS Jazz Ensemble
Anthony Greene	7/8 Musical Music Director
Lisa Kerwin	5/6 Student Council
Ken Kline	Cafeteria Supervision 8 <sup>th</sup> grade
Sophie Leo	Bus Supervision (AM only)
Jeff Loan	Cafeteria Supervision 7 <sup>th</sup> grade
Kristen Panzetta	MS Fiddles on Fire
Tracy Parker	Cafeteria Supervision 8 <sup>th</sup> grade
Tracy Parker	Social Studies Department Chair
Melissa Quinn	5/6 Student Council
Kitty Robinson	LOTE Department Chair
Kari Sebast	7/8 Student Council
Kari Sebast	Cafeteria Supervision 8 <sup>th</sup> grade
Audra Sixberry	Cafeteria Supervision 7 <sup>th</sup> grade
Audra Sixberry	MS Intramural Coordinator
Amy Spitzer	7/8 Student Council
Amy Spitzer	MS Newspaper
Amy Spitzer	Cafeteria Supervision 8 <sup>th</sup> grade
Andy Starowicz	Cafeteria Supervision 5 <sup>th</sup> grade
Denise Stillitano	ELA Department Chair
Kurt Sweeney	5/6 Student Council
Kurt Sweeney	Cafeteria Supervision 5 <sup>th</sup> grade
Paul Valentino	Pool Director
Dan Vinette	MS Yearbook

**Extra duty assignments/extended teaching 2020-2021**

**High School**

<b>Name</b>	<b>Assignment</b>	<b>Stipend</b>
David Bunyan	Department Chair – Social Studies Department	
David Bunyan	Textbook Control – Social Studies Department	
Maria DeJesus	Department Chair – LOTE Department	
Maria DeJesus	Textbook Control – LOTE Department	
Michael Keenan	Department Chair – Science Department	
Michael Keenan	Textbook Control – Science Department	
Hayley Nies	Interclass Activity Treasurer	
Diane Rushford	Department Chair – English Department	
Diane Rushford	Textbook Control – English Department	
Susan Techman	Department Chair – Math Department	
Susan Techman	Textbook Control – Math Department	

\*Extra duty assignments/extended teaching 2020-2021 tabled.

***NONINSTRUCTIONAL***

**Resignations**

<b>Name and position</b>	<b>Location</b>	<b>Effective</b>
Kathleen Deehan Teacher Aide	JES	9/1/20
Karen Graham Teacher Aide	TEC	9/1/20
Carol Johnson Bus Attendant	Transp.	6/30/20
Janene Kascha Typist II	District	7/3/20
Maranagelie Mercado Teacher Aide	H.S.	9/1/20
Eamonn O’Neill Lifeguard	M.S.	9/1/20
Kimberly Wittwer Bus Attendant	Transp.	6/30/20

**Approve Asst. Director of PPS as  
Alternate Chairperson for CPSE and CSE**

Mrs. DeForest moved and Mrs. Woodcock Dettor seconded the approval of Ginger Holleran as Alternate Chairperson for the CPSE and CSE.

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

**Approve Resolution with OCM BOCES  
For Network Printing (Toshiba)**

**WHEREAS**, the Board of Education of the Jamesville-DeWitt School District desires to enter into up to a 48 month 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 network printing services in CoSer 521, 562 and/or CoSer 620.

**WHEREAS**, the Board of Education of the above Jamesville-DeWitt School District acknowledges that the Equipment is, and shall at all times be and remain, the sole and exclusive property of the entity leasing the equipment to OCM BOCES, and District shall not have any right, title or interest in the Equipment. Above School District hereby disclaims, waives and releases any right, interest, title, lien or claim in the Equipment, and acknowledges that, upon a default under the lease provided to OCM BOCES, lessor may take possession of the Equipment.

**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 not to exceed in total over the life of this agreement the estimated annual payment for equipment and Regional Information Center support of \$37,656.00 plus overage charges incurred by the OCM BOCES on behalf of the school district 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 Document Services Agreement contract that will be entered into on behalf of the school district at its request. This contract will be for a maximum period of 48 months commencing on or about July 31, 2020.

Mrs. Rivera-Ortiz moved and Mrs. James Murad seconded the approval of the Resolution with OCM BOCES for Network Printing.

Motion carried (9-0-0).

**Approve Resolution with OCM BOCES  
For Lit Fiber for High Speed Communications**

**WHEREAS**, the Board of Education for the Jamesville-DeWitt School District (hereinafter referred to as the “District”) desires to enter into a five year service agreement with the Onondaga-Cortland-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 602.

**NOW, THEREFORE**, it is

**RESOLVED**, that the Board of Education of the Jamesville-DeWitt 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 \$5,460.00 and associated CNYRIC charges with such amount to include annual OCM BOCES support costs and applicable taxes and surcharges, 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 August 1, 2020.

Mr. Gross moved and Dr. Archer seconded the approval of the Resolution with OCM BOCES for High Speed Communications.

Motion carried (9-0-0).

### **Approve Contract with Capital Region BOCES for Communication Service**

Dr. Smith shared with the Board that the Capital Region BOCES offers a communication services that provides greater services for the school district than the service we were previously using. He explained that the goal of utilizing this service is to develop a communication plan to build trust and credibility with the community.

Dr. Corcoran moved and Mrs. Rivera-Ortiz seconded the approval of a contract with the Capital Region BOCES for Communication service.

Motion carried (9-0-0).

### **Policy Review – First Reading**

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

- 5682 - [Cardiac Automated External Defibrillators In Public School Facilities](#)
- 5684 – [Use of Surveillance Cameras in the District and on School Buses](#)
- 5691 – [Communicable Diseases](#)
- 5720 – [Transportation of Students](#)
- 5740 – [Qualifications of Bus Drivers](#)
- 5741 – [Drug and Alcohol Testing For School Bus Drivers](#)
- 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 in the Workplace](#)
- 6122 – [Employee Grievances](#)
- 6130 – [Evaluation of Personnel](#)
- 6140 – [Employee Medical Examinations](#)
- 6150 – [Alcohol, Tobacco, Drugs and Other Substances \(Staff\)](#)
- 6151 – [Drug Free Workplace](#)
- 6160 – [Professional Growth/Staff Development](#)
- 6161 – [Conference/Travel expense Reimbursement](#)
- 6170 – [Fingerprinting Clearance of New Hires](#)
- 6180 – [Staff-Student Relations \(Fraternization\)](#)
- 6211 – [Employment of Relatives of Board Members](#)
- 6212 – [Certification and Qualifications](#)
- 6213 – [Registration and Professional Development](#)
- 6214 – [Incidental Teaching](#)
- 6215 – [Probation and Tenure](#)
- 6216 – [Disciplining a Tenured Teacher or Certified Personnel](#)
- 6217 – [Professional Staff: Separation](#)
- 6220 - [Temporary Personnel](#)

With regard to Policy # 6130 Mrs. Rivera-Ortiz said there was discussion around audio recordings and there is a change to allow audio records to be used with appropriate notice.

### **Policy Review – Second Reading**

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

- 5710 - [Transportation Program](#)
- 5730 - [School Bus Safety](#)
- 5731 - [Idling School Buses on School Grounds](#)

Mrs. Woodcock Dettor moved and Mrs. James Murad seconded the approval of Board Policies 5710, 5730 and 5731.

Motion carried. (9-0-0).

### **Discussion – Decision Making Process for School Resource Officer - MOU**

Dr. Smith gave background information on the SRO position and how the position came to be at Jamesville-DeWitt. He stated that in light of concerns of police brutality and concerns of the community, the Board has expressed a desire to review the process of renewing the MOU and whether a SRO is the best use of resources for the school district.

Mrs. Rhodes said she has received 36 emails regarding this issue, some in favor and some opposed. She has received three letters from organizations; the Town of DeWitt Police Benevolent Association, JD Families for Equity and Raha Syracuse. She stated that this is a challenging issue and that we are all united in our desire to be a safe, welcoming and equitable culture. She said the Board will not be voting tonight but will be discussing the issue so as to make an informed decision.

Dr. Archer asked the Board to think about what are the metrics used to measure the success of the current MOU and SRO.

Mrs. Rivera-Ortiz asked what review has been done with regard to safety and security at the building level specifically including comments from students.

Mrs. Woodcock Dettor spoke about the standard of care and how, two years ago, we would not have been doing the best we could have if we didn't use this standard of care and enter into an MOU. She asked what the standard of care is at this time and do other districts have school resource officers.

Dr. Corcoran echoed Dr. Archer's request for data and said to remember, this is not about the person, but the position.

Mrs. Rhodes agreed as well and asked to look at benchmark schools from the Strategic Plan.

Dr. Archer asked what the SRO's role was during the pandemic shutdown and Dr. Smith responded that she was back full-time with the Town of DeWitt Police Department.



Mrs. DeForest said the District Safety Committee did research two years ago and asked if we could have the history of why the SRO came to be in the first place.

Mrs. Rivera-Ortiz asked what the relationship with the Town of DeWitt Police Department was prior to the SRO and Dr. Smith responded that the relationship was ongoing for many years, with representatives providing curriculum and instruction in elementary schools which emerged into different curriculum and instruction for grades K-8. The Police Department has been a great resource for administrators. The Police Department responds quickly when called.

Mr. Gross has asked if we had information from the guidance department.

Mrs. Rhodes asked about community feedback and what the best way to access this might be, email, or host a community forum.

Dr. Corcoran said that we have already heard from the community and we should open it up to gather information from others.

Mrs. Rivera-Ortiz asked about a 30 day period for the community to respond.

Dr. Smith that is for the Safety Plan. The Safety Team needs to review the plan by September 1<sup>st</sup> and then there is a 30 day waiting period. The evaluation of the SRO can be done within the next few weeks so it can inform the District Safety Plan. He said the deadline for the SRO MOU is August. He said this gives us an opportunity to rethink and review and perhaps rewrite the MOU, perhaps for one year or shorter if necessary.

Mrs. Woodcock Dettor said she would like to see current Board members brought up to speed and see a current snapshot of what other districts are doing. This is a contract and we need the information to make a philosophical decision and we don't need to tie this issue to other issues right now.

Dr. Corcoran said that this is a contract and we have to provide data.

Mrs. Rhodes asked if we could work this in the next agenda, look at reports and see what the feasible timeline is to bring back information. Dr. Smith replied yes.

## **Superintendent's Report**

Dr. Smith provided a report on the District's Planning for fall of 2020. He shared information on the membership of the committee doing the planning, the guiding principles and the purpose. He spoke about the results that were gathered from the ThoughtExchange survey and shared the responses. Dr. Smith shared the different challenges for re-entry for both in person learning and remote learning. He addressed the different issues involved in planning including identifying learning gaps, re-organizing curriculum, reopening of buildings, classroom layout, recess and playgrounds, child nutrition, transportation, communication, and screening. Dr. Smith shared the next steps and said they were waiting for more guidance from the New York State Department of Education. He said that he is working on gathering more input from staff and community and will present to the Board on July 27<sup>th</sup>. He shared that plans need to be submitted to the State by July 31<sup>st</sup> and the Governor will make an announcement about re-opening schools in August.

Dr. Archer asked if there would be collaboration between school districts and before and after school programs to make sure they are aligned.

Mrs. Rhodes asked if there would be a fully remote option that parents could access and Dr. Smith stated that is to be determined.

Mrs. Rhodes asked for budgetary implications regarding re-entry plans.

Mrs. Rhodes asked if remote parameters for staff will be shared with parents and students and Dr. Smith stated yes, once they are in place.

Mrs. Rivera-Ortiz asked if a learning platform has been chosen. Dr. Smith stated Google Classroom. Mrs. Rivera-Ortiz asked if there would any helpful instruction to use this as not all are comfortable or familiar with it and Dr. Smith responded that Mr. Reyes is working with the technology team to assemble tutorials and having them available for everyone.

Mrs. Woodcock Dettor asked if we think all school districts plan will look alike. Dr. Smith said he believes there will be similarities with all districts operating under similar guidelines.

Dr. Corcoran asked about teachers and will they have enough time to prep for the fall, will there be an extension of pay to do that.

Dr. Smith said that training is critical and challenging. Expectations will be set as soon as possible and we will make sure they have the supports and resources that they need.

Dr. Corcoran stated that we have to make plans with the working family in mind.

Mr. Gross asked about the school calendar and if we could frontload conference days to give teachers time to prepare. Dr. Smith responded that this is a possibility but we are bound by the 180 days and we need to be careful as frontloading affects snow days.

Dr. Smith provided an update on enrollment (See Supplemental Minutes). He is keeping a watchful eye on enrollments and will continue to update the board.

### **Unfinished and Continuing Business**

There was a brief discussion surrounding Community Comment time being temporarily paused.

Dr. Corcoran said that there was a good suggestion for a virtual community comment by opening it up for the first ten minutes.

Mrs. Rivera Ortiz asked what other schools were doing relative to Community Comment time and Mrs. Rhodes said she will look into it.

Dr. Smith suggested posing the question to the new President of the CNYSBA.

Mrs. Rhodes said they will discuss at next agenda meeting.

Mrs. Rhodes said she will be reaching out to members to discuss committee assignments. She asked if there were any suggestions to add any committees and Mrs. Rivera-Ortiz said she would like to put Mr. Franz on the Policy Committee.

Mrs. Rhodes asked if Dr. Smith would discuss the Times Up JD Instagram account and the Board's role in responding to it.

Dr. Smith said he was made aware of the account and after reading through the comments, he was highly alarmed by the accusations. He said that this is further evidence of the need to work on culture and climate and education for everyone at JD in making it a safe and equitable learning environment for all.

Mrs. Rivera-Ortiz asked when will there be a response and Dr. Smith stated as allegations come forward, Dr. Smith, Mr. Reyes, Mr. Franz and Mr. Gasparini will sit down and discuss.

Mrs. Rhodes asked when the work with the Metro Center will start. Dr. Smith responded the second week in August.

Mrs. Rivera-Ortiz asked if we are waiting for people to come forward to address the concerns.

Dr. Smith responded that many of the concerns shine a light on areas targeted for additional work. He said the allegations identify the enhanced work that needs to be done and at the same time we need to make sure students have a safe space to report these types of concerns.

Mrs. Rivera-Ortiz asked what counselors' role is and Dr. Smith stated he will be reaching out to administrators and counselors to get their input before the start of school.

Dr. Archer asked if there has been any attempt to try to align DASA complaints that were made with complaints that were posted to see if they have been founded and if there has been follow through.

Dr. Smith stated that there has not been that level of analysis yet.

Mrs. Rhodes asked if a DASA complaint is filed, is the Board made aware of it.

Dr. Smith responded that individual reports do not come to the board but DASA complaints are part of the School Safety Report that goes to the state, so it does go to the Board every year.

Mrs. Rhodes asked when we will see this report and Dr. Smith replied that it will be presented in August.

Dr. Archer said that in looking at the Discipline Report last year, there were 8 or 10 complaints from the Middle School but could not find any from the High School.

Mrs. Rivera-Ortiz asked if staff is required to do mandated reporting training every year.

Dr. Smith responded, not every year but when changes are made, the staff is updated.

Mrs. Rivera-Ortiz thinks it should be revisited to make staff aware, the training should be done every year.

Dr. Smith responded that there is a series of trainings that are done every year and we will look at that.

Mrs. Rivera-Ortiz asked, if we would be revisiting the list of topics started last year.

Mrs. Rhodes stated that Dr. Smith was making the list available to new Board members through the Google Drive. She would like to address this at the next meeting.

Mrs. Rivera-Ortiz welcomed Mr. Franz on behalf of the Board. Mrs. Rhodes followed up by welcoming the new Board members.

At 9:46 p.m. Mrs. Rivera-Ortiz moved and Dr. Corcoran seconded the Motion to Adjourn the Board meeting.

Motion carried. (9-0-0).

Respectfully submitted,

Timothy Decker

**BOARD APPROVED: 7/27/20**