

JOHNSBURG CENTRAL SCHOOL
Tuesday, July 6, 2022
BOARD OF EDUCATION MEETING
Minutes

Board Members Present: Rachel DeGroat
Tom Ordway
Tara Sears
Sarah Williams
Chris Jay
Melissa Freebern

Board Members Absent: Erwin Morris

- Call to Order:** Rachel DeGroat opened the meeting at 7:00 with the Pledge of Allegiance.
- Temporary Chairperson:** Sarah Williams made a **MOTION** to appoint The District Clerk, Cindy Homer, as Temporary Chairperson, seconded by Tom Ordway and carried
- President:** The District Clerk opened the floor for nominations for President of the Johnsborg Central School Board of Education for the 2022-2023 school year.
Tom Ordway made a **MOTION** to appoint Rachel DeGroat as President, seconded by Sarah Williams.
The District Clerk asked for any additional nominations;
Being there were no further nominations, the District Clerk asked for a vote for Rachel Degroat for President. Rachel DeGroat was elected President for the 2022-2023 school year.
- Vice-President:** The Clerk opened the floor for nominations for Vice President of the School Board for the 2022-2023 school year. Tom Ordway nominated Tara Sears, seconded by Sarah Williams.
The District Clerk asked for additional nominations.
Since there were no further nominations, the District Clerk asked for a for Tara Sears as Vice-President. Tara Sears was elected as Vice-President for the 2022-2023 school year.

**Relinquish Temp.
Chairperson**

The District Clerk relinquished temporary chairperson and turned the meeting over to the Board President.

Appointments:

Organizational Meeting: Tara Sears made a **MOTION** to appoint the Consent Agenda Items for Appointments:

1. District Treasurer
appointment of Lawrence Ringer as District Treasurer for the 2022-2023 school year.
2. Substitute District Treasurer
appointment of Mary Alexander as Substitute District Treasurer for the 2022-2023 school year.
3. Claims Auditor
appointment of Judy Cook as Claim's Auditor at \$2,500 for the 2022-2023 school year.
4. Bank Reconciliation
appointment of Kathy Spring as our bank reconciliation auditor at \$4,000.00 for the 2022-2023 school year.
5. Payroll Auditor
appointment of Kathy Spring as our payroll auditor at \$1,000 for the 2022-2023 school year.
6. Extra-Curricular Fund Comptroller
appointment of Heather Flanagan as Extra-Curricular Fund Comptroller for the 2022-2023 school year.
7. Extra-Curricular Fund Central Treasure
appointment of Sarah Kelly as the Extra-Curricular Fund Central Treasure for the 2022-2023 school year.
8. Asbestos Designee
appointment of Frank Morehouse Jr. as Asbestos Designee for the 2022-2023 school year.
9. Purchasing Agent
Authorizing the Superintendent of School as the Purchasing Agent for the 2022-2023 school year.
10. CSE Committee
appointment of the following members to the Committee on Special Education for the 2022-2023 school year:
Chairperson: Amanda Durkee
Co-Chairperson: Heather Flanagan
Case Managers as needed, including all special education teachers
School Nurse - Amber Aurilio
Physician: Hudson Headwaters

Regular Education Teacher as Required
Related Service Therapists as Required

11. CPSE Committee
appointment of the following members to the Pre-School Committee on Special Education for the 2022-2023 school year:
Chairperson: Amanda Durkee
Co-Chairperson: Heather Flanagan
Case Managers as needed, including all special education teachers
School Nurse - Amber Aurilio
Physician: Hudson Headwaters
Regular Education Teacher as Required
Related Service Therapists as Required
Warren County Representative, as needed
12. 504 Assessment Team
appointment of the following members to the 504 Assessment Team for the 2022-2023 school year:
Chairperson: Amanda Durkee
Co-Chairperson: Heather Flanagan
Case Managers as needed, including all special education teachers
School Nurse - Amber Aurilio
Physician: Hudson Headwaters
Regular Education Teacher as Required
Related Service Therapists as Required
13. Census Enumerator
appointment of Laurie West as Census Enumerator for the 2022-2023 school year.
14. Attendance Officer
appointment of Laurie West as the Attendance Officer for the 2022-2023 school year.
15. Records Access Officer
appointment of Laurie West as the Records Access Officer for the 2022-2023 school year.
16. DASA Coordinator
appointment of Heather Flanagan as DASA Coordinator for the 2022-2023 school year.
17. Homeless Liaison
appointment of Heather Flanagan as the Homeless Liaison for the 2022-2023 school year.
18. Lead Data Officer
appointment of Michael Markwica as Lead Data Officer for the

- 2022-2023 school year.
19. Dean of Students
appointment of Jeff Ordway as Dean of Students at \$2,600 for the first four months (ending December 22, 2022) of the 2022-2023 school year. When the Superintendent and Principal are both out of the building, the Dean of Students will be paid an additional \$100 per day and \$50 per half day.
 20. Title IX Coordinator
appointment of Michael J. Markwica as primary Title IX Coordinator for the 2022-2023 school year.
 21. appointment of Heather Flanagan as the secondary Title IX Coordinator for the 2022-2023 school year.
 22. Substitute Teacher Rate of Pay
MOTION to set substitute teacher rate of pay at \$100 for certified teachers and \$90.00 for uncertified teachers for the 2022-2023 school year.
 23. District Tax Collector
MOTION to appoint Mary Alexander as District Tax Collector at \$6,000 for the 2022-2023 school year.
 24. **MOTION** to appoint Cindy Homer as District Clerk at \$6,000 for the 2022-2023 school year.
 25. Substitute Caller
MOTION to appoint Mary Alexander as substitute caller at \$2,603 for the 2022-2023 school year.
- MOTION** seconded by Tom Ordway and Carried.

Agency Appointments: Tara Sears made a **MOTION** to accept the Consent Agenda for Agency Appointments.

1. District Physician
appointment of Hudson Headwaters Health Network as the School District Physician for the 2022-2023 school year.
2. Independent Auditor
appointment of Raymond G. Preusser, CPA, P.C., as independent Auditor of the 2022-2023 school year per bid contract.
3. Bond Counsel
appointment of Barclay Damon as our Bond Counsel as needed for the 2022-2023 school year.
4. Insurance Agent
appointment of USI Insurance Services LLC as our Insurance Agent for the 2022-2023 school year.
5. School Attorney

appointment of Giranvi & Ferlazzo, PC as the School District Attorney for the 2022-2023 school year.

MOTION seconded by Sarah Williams and carried.

Designations: Tara Sears made a **MOTION** to appoint the Consent Agenda for Designations

1. Bank Depository designating Community Bank NA of North Creek and J. P. Morgan Chase Bank as the Official Bank Depositories for the 2022-2023 school year.

*This MOTION was amended to include NYCLASS

2. Official Newspapers designating the Post Star as the Official Newspaper for the 2021-2022 school year.

MOTION was seconded by Chris Jay and carried.

Authorizations: Tom Ordway made a **MOTION** to approve the Consent Agenda for Authorizations.

1. Certify Payrolls authorizing the Superintendent of Schools to certify payrolls for the 2022-2023 school year
2. Board Conferences authorizing the members of the Board of Education to attend conferences and conventions with expenses for the 2022-2023 school year.
3. Petty Cash Fund authorizing a Petty Cash Fund not to exceed \$100 at any one time and to approve Laurie West as the Petty Cash Comptroller for the 2022-2023 school year.
4. Signatories authorizing Michael Markwica, Lawrence Ringer and Mary Alexander to sign school checks for the 2022-2023 school year.
5. Budget Transfers authorizing the Superintendent of Schools to make budget transfers up to \$2,000 for the 2022-2023 school year.
6. State and Federal Funds authorizing the Superintendent of Schools as Administrator of State and Federal Funds for the 2022-2023 school year.
7. Investment of Funds authorizing the District Treasurer to invest funds for the 2022-2023 school year.
8. Grant Officer

authorizing the Superintendent to apply for grants in aid both State and Federal for the 2022-2023 school year.

MOTION was seconded by Sarah Williams and carried.

Official Undertakings:

(Bonds) Tara Sears made a **MOTION** to approve the Consent Agenda for Official Undertakings (Bonds)

1. District Clerk Bond
approve the District Clerk Bond for the 2022-2023 school year.
2. Treasurer's Bond
approve the Treasurer's Bond for the 2022-2023 school year.
3. Substitute Treasurer's Bond
approve the Substitute Treasurer's Bond for the 2022-2023 school year.
4. Tax Collector's Bond
approve the Tax Collector's Bond for the 2022-2023 school year.
5. Superintendent's Bond
approve the Superintendent's Bond for the 2022-2023 school year.
6. Central Treasure Activity Bonds (Extra-Curricular)
approve the Central Treasure Bond for the 2022-2023 school year.
7. Internal Claims Auditor Bond
approve the Internal Claims Auditor Bond for the 2022-2023 school year.
8. All persons and positions required by law or regulation to be bonded.
approve the bond for all persons and positions required by law or regulation to be bonded for the 2022-2023 school year.

MOTION was seconded by Chris Jay and carried.

Other Items: Sarah Williams made a **MOTION** to approve the Consent Agenda for Other Items

1. Mileage Reimbursement
approve the mileage reimbursement rate to coincide with the IRS determined rate for the 2022-2023 school year.
2. Board Committees
approve the following Board Committees:
 - a) Finance/Negotiations/Audit;
 - b) Buildings and Grounds;
 - c) Staff Development/Curriculum;
 - d) School Climate/Safety;
 - e) School/Community Relationsfor the 2022-2023 school year.

3. Free and Reduced Lunch Program Guidelines
approve the Free and Reduced Lunch Program Guidelines for the 2022-2023 school year.
4. Community Eligibility Program (CEP)
approve the continuation of the Community Eligibility Program (CEP) for free breakfast and lunch to all students for the 2022-2023 school year.
5. Tuition
approve tuition for the 2022-2023 school year at \$3,000 for Grades Pre-K- 12.
If Pre-K is a half day, tuition will be prorated accordingly.
6. Policy Manual
adopt the Policy Manual for the 2022-2023 school year.
7. BOCES Contract
approve the BOCES Contract for the 2022-2023 school year.
8. Athletic Placement Process Policy
approval of the Athletic Placement Process Policy as written below.
WHEREAS, Section 135.4©(7)(ii)(a)(4) of the Regulations of the Commissioner of Education provides for a board of education to permit pupils in grades no lower than seventh grade to compete on interscholastic athletic teams organized for senior high school pupils, or senior high school pupils to compete on interscholastic athletic teams organized for pupils in the seventh and eighth grades; and WHEREAS, these pupils are to be allowed to compete at levels that are appropriate to their physical maturity, physical fitness, and sport skills in relationship to other pupils in accordance with the standards established by the Commissioner of Education; and WHEREAS, the State Education Department issues the competition standards for these pupils to compete under a program called the Athletic Placement Process;
THEREFORE BE IT RESOLVED that the Johnsbury Central School District Board of Education shall permit pupils to compete after successfully completing the Athletic Placement Process for the requested sport and level.

MOTION was seconded by Tara Sears and Carried.

Approval of Minutes: Board of Education Meeting

Sarah Williams made a **MOTION** to approve the minutes of June 20, 2022, Regular Board of Education Meeting, seconded by Tara Sears and carried.

CSE/CPSE/504 Reports

Tom Ordway made a **MOTION** to accept CPSE, CSE and the 504 Reports, seconded

by Tara Sears and carried.

Financial Report:

Mike Markwica reported that this graduating class is creating a scholarship as well as giving the Outreach Center a financial donation.

Rachel DeGroat asked why there was a negative balance on the Jr. High Travel Club. Mike Markwica explained that funds were spent on the trip before the funds were added. It is no longer in a negative balance.

Rachel DeGroat also asked what the Beautification Fund was. Heather Flanagan explained that there were funds left over from fundraising for the pavilion so she created this account. Monies are used for the school and she is open to suggestions. Sarah Williams suggested the horizontal flags to announce home sporting events.

**Appointments/
Extra-Curricular:**

Tom Ordway made a **MOTION** to appoint Kim McKenna as Pre-K-4 Coordinator at 1.025 of her salary for the 2022-2023 school year, seconded by Tara Sears and carried.

Tom Ordway made a **MOTION** to appoint Ilena Corr as Coordinator for 5-8 at 1.025 of her salary for the 2022-2023 school year, seconded by Tara Sears. and carried.

Tara Sears made a **MOTION** to appoint Amanda Durkee as Department Chair for Special Education at 1.025 of her salary for the 2022-2023 school year, seconded by Tom Ordway and carried.

Tom Ordway made a **MOTION** to appoint Chad Pooler as Department Chair for Science at 1.025 of his salary for the 2022-2023 school year, seconded by Tara Sears and carried.

Tom Ordway made a **MOTION** to appoint Shannon Ordway as Department Chair for Math at 1.025 of her salary for the 2022-2023 school year, seconded by Sarah Williams and carried.

Tara Sears made a **MOTION** to appoint Steve Tomb as Department Chair for English at 1.025 of his salary for the

2022-2023 school year, seconded by Sarah Williams and carried.

Tom Ordway made a **MOTION** to appoint Russell Moro as Department Chair for Social Studies at 1.025 of his salary for the 2022-2023 school year, seconded by Sarah Williams and carried.

Tom Ordway made a **MOTION** to appoint Ashleigh Lawrance as Freshman Class Advisor at \$550 for the 2022-2023 school year, seconded by Sarah Williams, and carried.

Tom Ordway made a **MOTION** to appoint Shannon Stone as the Sophomore Class Advisor at \$550 for the 2022-2023 school year, seconded by Sarah Williams and carried.

Tara Sears made a **MOTION** to appoint Katy Ashe as the Junior Class Advisor at \$550 for the 2022-2023 school year, seconded by Sarah Williams and carried.

Tom Ordway made a **MOTION** to appoint Sarah Fink as Senior Class Advisor at \$550 for the 2022-2023 school year, seconded by Sarah Williams and carried.

Tom Ordway made a **MOTION** to appoint Sarah Fink as Graduation Coordinator at \$1,150 for the 2022-2023 school year, seconded by Sarah Williams and carried.

Tara Sears made a **MOTION** to appoint Rachel Brower as Jr. National Honor Society Advisor at \$550 for the 2022-2023 school year, seconded by Sarah Williams and carried.

Tom Ordway made a **MOTION** to appoint Janelle Turcotte as Sr. National Honor Society Advisor at \$550 for the 2022-2023 school year, seconded by Sarah Williams and carried.

Tom Ordway made a **MOTION** to appoint Matt Wells as Youth and Government Advisors at \$950 for the 2022-2023 school year seconded by Tara Sears and carried.

Sarah Williams made a **MOTION** to appoint Tracy Watson and Kristen Varney as Jr. High Travel Club as Co-Advisor at \$550

each for the 2022-2023 school year, seconded by Tara Sears and carried.

Sarah Williams made a **MOTION** to appoint Brent Pavlick as Advisor to the Spanish Club at \$550 for the 2022-2023 school year, seconded by Tara Sears and carried.

Tom Ordway made a **MOTION** to appoint Eric Gelber as Advisor to the Student Newspaper at \$550 for the 2022-2023 school year, seconded by Sarah Williams. Mike Markwica stated that since this club is not in the contract, maybe Eric Gelber should give a presentation at the end of next year to see if additional salary is warranted. **MOTION** carried.

Sarah Williams made a **MOTION** to appoint Kim McKenna, Heather Olesheski, Tracy Watson, Laura Webb, Kiely Knickerbocker, Katy Ashe, Cathy Kennedy, Jodie Seymour, Shannon Stone, Shannon Ordway, Amanda Durkee, and Matt Wells as Mentors at \$1,000 each, if needed, for the 2022-2023 school year, seconded by Tara Sears. Mike Markwica explained that mentors are assigned by rules of the state. **MOTION** carried.

Tara Sears made a **MOTION** to appoint Katy Ashe as Prom Advisor at \$1,150 for the 2022-2023 school year, seconded by Sarah Williams and carried.

Sarah Williams made a **MOTION** to appoint Maxwell Garrett as Select Instrumental Ensemble at \$1,850 for the 2022-2023 school year, seconded by Tara Sears and carried.

Tara Sears made a **MOTION** to appoint Katy Ashe as Select Vocal Ensemble at \$1,850 for the 2022-2023 school year, seconded Sarah Williams and carried.

Sarah Williams made a **MOTION** to appoint Katy Ashe as Advisor to the Musical Performance/Variety Show at \$1,850 for the 2022-2023 school year, seconded by Tara Sears. Rachel DeGroat asked what this year's program was and Heather Flanagan stated it was a musical, *The Little Mermaid*. **MOTION** carried.

Tom Ordway made a **MOTION** to appoint Tracy Watson and Laura Webb as Co-Advisors for MakerSpace at \$750 each for the 2022-2023 school year, seconded by Sarah Williams and carried.

Sarah Williams made a **MOTION** to appoint Katy Ashe as Student Council Advisor at \$950 for the 2022-2023 school year, seconded by Tara Sears and carried.

Tom Ordway made a **MOTION** to appoint Michelle Volcheck and Mary Cooper as Co-After School Program Advisors at \$50/day for the 2022-2023 school year, seconded by Tara Sears. Tara Sears asked if ASP was scheduled for this year and Mike Markwica said it was. **MOTION** carried.

Sarah Williams made a **MOTION** to appoint Katy Ashe as Gay Straight Alliance (GSA) Advisor at \$550 for the 2022-2023 school year, seconded by Tara Sears and carried.

Tom Ordway made a **MOTION** to appoint Chadwick Pooler as Advisor to the Marine Biology Club at \$550 for the 2022-2023 school year, seconded by Sarah Williams. Rachel DeGroat asked if there was a trip scheduled and Mike Markwica stated he was not sure but money only gets paid out if there is a trip. **MOTION** carried.

Sarah Williams made a **MOTION** to appoint Ashleigh Lawrence and David Pede as Co-Yearbook Advisor at \$1,075 each for the 2022-2023 school year, seconded by Tom Ordway. Tara Sears asked why spring sports were not in the yearbook. Mike Markwica stated that spring sports are never in the yearbook. They are in the next years. **MOTION** carried.

Tom Ordway made a **MOTION** to appoint Erika Patton as Trap Advisor at \$2,080 for the 2022-2023 school year, seconded by Sarah Williams and carried.

Tom Ordway made a **MOTION** to appoint Peter Olesheski as volunteer Assistant Advisor for the Trap Club for the 2022-2023 school year, seconded by Tara Sears and carried.

Tom Ordway made a **MOTION** to appoint Deanna Sharp and Erika Patton as Co-Archery Advisors at \$1,040 each for the 2022-2023 school year, seconded by Tara Sears and carried.

Tara Sears made a **MOTION** to appoint Ilena Corr as the Advisor for the Standing Together Club at \$550 for the 2022-2023 school year, seconded by Sarah Williams, and carried.

Tom Ordway made a **MOTION** to appoint Shannon Ordway and Joe San Antonio as Co-Advisor for Earth Club at \$275 each for the 2022-2023 school year, seconded by Tara Sears and carried.

Tom Ordway made a **MOTION** to appoint Pam Ross as Detention Monitor at \$30/day for the 2022-2023 school year, seconded by Sarah Williams and carried.

Tara Sears made a **MOTION** to appoint Deidre Convery-Bernard MS, CCC-SLP independent Speech/Language services per the contract for the Summer of 2022, seconded by Tom Ordway, and carried.

Tara Sears made a **MOTION** to appoint Jill Hodgson/North Creek Related Services for Occupational Therapy services per the a contract for the 2022-2023 school year, seconded by Sarah Williams and carried.

Tara Sears made a **MOTION** to appoint Denise Putney/Putney Physical Therapy for Physical Therapy services per the contract for the 2022-2023 school year, seconded by Sarah Williams and carried.

Sarah Williams made a **MOTION** to appoint Ilena Corr, Susanne Hayden, Kristen Varney, Jennifer Newell, Janelle Turcotte, and Tracy Watson as Summer School Teachers at the rate of 1/200 of Step one in their placement column in the current JCSTA contract for the summer of 2022, seconded by Tara Sears and carried.

Sarah Williams made a **MOTION** to appoint Cheri Hayes as a Teaching Assistant for the 2022 Summer School Program at

\$20.05 per hour as per her CSEA employment contract, seconded by Tom Ordway and carried.

Tom Ordway made a **MOTION** to appoint Mary Cooper as an Aide for the 2022 Summer School Program at \$18.90 per hour as per her CSEA employment contract, seconded by Tara Sears and carried.

Tara Sears made a **MOTION** to appoint Maddison LaFond, as Summer School Nurse at \$25 per hour for the summer of 2022, seconded by Tom Ordway and carried.

Tom Ordway made a **MOTION** to appoint Mike Sharp as a Volunteer Advisor for the Archery Club for the 2022-2023 school year, seconded by Sarah Williams and carried.

Athletics:

Tom Ordway made a **MOTION** to appoint Shannon Stone as the Modified Cross Country Running Coach at \$2,785 for the 2022-2023 school year, seconded by Tara Sears and carried

Tom Ordway made a **MOTION** to appoint Mark Anderson as a volunteer coach for the Cross Country Team for the 2022-2023 school year, seconded by Sarah Williams and carried.

Sarah Williams made a **MOTION** to appoint Joe San Antonio as the Varsity Girls Soccer Coach at \$4,140 for the 2022-2023 school year, seconded by Tara Sears and carried.

Other Items:

Tara Sears made a **MOTION** to accept the 2022-2023 District wide Safety Plan, seconded by Tom Ordway and carried.

Tom Ordway made a **MOTION** to accept the 2022-2023 Building-Level Emergency Response Plan, seconded by Sarah Williams and carried.

Sarah Williams made a **MOTION** to accept the True North Student Transportation Cooperative Agreement for the 2022-2023 school year, seconded by Tara Sears and carried.

Sarah Williams made a **MOTION** to accept the 2022-2023 Board of Education Meeting Calendar, seconded by Chris Jay. A discussion was held regarding the number of meetings and the time of meetings. It was decided that the Board would accept the once a month calendar but kept the same meeting time. This will be reviewed in December. MOTION was carried.

Discussion: Substitute Bus Driver Rate of Pay: Mike Markwica gave a history of the reason behind the sub driver rate of pay (subs do not receive health insurance). He handed out a paper with the rate of pay from districts in our area. Suggested we raise the rate of pay to \$20 per hour.

Tom Ordway made a **MOTION** to pay Sub-Bus drivers \$20.50 per hour, seconded by Sarah Williams and carried.

Other Business:

Mike Markwica reported that our students would participate in a Echo Lake camp for leadership. This program is available for students entering grades, seventh through ninth with no cost to the student campers.

Heather Flanagan provide a handout with information regarding the academic results for each quarter. Mike Markwica stated that results were typical.

Heather Flanagan also spoke of the Credit Recovery program that we are starting for student who failed a course. School Counselor, Jane Bruce, suggested we do this. Twelve students have signed-up to participate. The student's summer school average will be added to their fourth quarter grade.

Heather Flanagan reported of the Elementary Summer School program. There are three groups and thirty-eight children have signed up. This program was offered last year.

Mike Markwica reported that Graduation was very successful, receiving many compliments. Tom Ordway stated that the guest speaker, Chip Sullivan Class of 62', was awesome.

Visitor Comments:

Mrs. Karen Dunkley asked if there was any supervision set up for the Echo Lake Camp and Mike Markwica stated that the summer camp counselors agreed to stay for an additional week so the local children could attend. The counselors were getting paid by grant money.

Karen Dunkley then asked if the tax rate had been set for the year yet. Larry Ringer said the overall assessment should be set any day.

Bruce Dunkley asked what the end of the year total was for enrollment and Mike Markwica said it was 320 and we expect this year to be close to 320 as well.

Bruce Dunkley asked about the enrollment of other schools and Mike Markwica stated that enrollment was dropping in other schools too.

Tom Ordway stated that small school will need to merge and Bruce Dunkley asked if we have thought about that.

Mike Markwica stated that we talked about merging thirteen years ago.

Adjournment:

Tara Sears made a **MOTION** to adjourn to Executive Session at 8:24, for contractual negotiations, seconded by Tom Ordey and carried.

Tara Sears made a **MOTION** to adjourn at 8:55, seconded by Chris Jay and carried.

District Clerk: Cindy Homer

Date: _____