

**MINUTES OF THE MEETING OF
THE BOARD OF EDUCATION**

SANDY CREEK CENTRAL SCHOOL DISTRICT
SALISBURY STREET
SANDY CREEK, NEW YORK

Date: November 8, 2007

Kind of meeting: Regular

Place: Sandy Creek Board Room

Board Members Present:

Creg Ivison
Brian MacVean
Jean Bonhotal
Lynn Miller
John Clark

Others Present:

Stewart R. Amell
Shelley Fitzpatrick
Sue Ann Archibee
Maureen Shiel
John Shelmidine
Julie Delosh
Lori Cean
Stacy Jenkins
Christina Weaver

Board Members Absent:

Mike Hovey
Deanna Soule

CALL TO ORDER:

Creg Ivison, Board President, called the meeting to order at 7:13 p.m. in the Board Room.

PLEDGE OF ALLEGIANCE:

All present recited the pledge of allegiance.

PRESENTATIONS:

Duane Shoen, Partner with Ciaschi · Dietershagen · Little · Mickelson & Company, LLP discussed the 2006-2007 External Audit.

Sue Ann Archibee, Administrator and Julie DeLosh, Pre-K Teacher conducted a presentation on the Universal Pre-K program.

PUBLIC COMMENTS: none

AGENDA CHANGES:

It was moved by Bonhotal seconded by Miller, to accept changes to the consent agenda.

5 yes, 0 no, 2 absent

Motion carried

RECOMMENDED RESOLUTION:

Motion made by MacVean, seconded by Bonhotal, that the Sandy Creek Central School District Board of Education hereby approves the Consent Agenda.

5 yes, 0 no, 2 absent

John Clark recusing to item 5.8.2

Motion carried

APPROVAL OF MINUTES:

The approval of the regular Board of Education Meeting minutes held October 11, 2007, and the Work Session Meeting minutes held on October 25, 2007.

APPROVAL OF THE CSE RECOMMENDATIONS:

New York State Education Law and Part 200 of the Regulations of the New York State Commissioner of Education empower Boards of Education to provide suitable educational

programs for students with disabilities, upon the recommendation of the Committee on Special Education.

The Committee on Special Education has determined that the children listed on the attached possess disabilities to a degree sufficient to warrant placement in a Special Education Program.

Based upon the committee's decision, the Board of Education accepts the Committee on Special Education's recommendations, and will provide these children with the appropriate programs.

APPROVAL OF THE FINANCIAL REPORTS:

The approval of the Clerks and Treasurer's Report for the period of September 1, 2007 – September 30, 2007.

The approval of the Extracurricular Report for the period of September 1, 2007 – September 30, 2007.

APPROVAL OF SCHOOL PURCHASES:

None.

**APPROVAL OF POSITION AUTHORIZATIONS/ABOLISHMENTS,
RESIGNATIONS/TERMINATIONS, LEAVES OF ABSENCE, AND APPOINTMENTS:**

AUTHORIZATIONS/ABOLISHMENTS:

The approval of the following resolution: RESOLVED, upon the recommendation of the Superintendent, to authorize the following **Title I Math Rising Star** after school positions: Program runs from January 15, 2008 – February 28, 2008. Teaching position will consist of 12 hours at 1/200th of salary, along with 3 hours of planning at curriculum rate.

- (2) Grade 3 Teachers
- (3) Grade 4 Teachers
- (2) Grade 5 Teachers
- (1) Interventionist for Grades 3 & 5
- (1) Grade 6 Teachers
- (1) Coordinator

RESIGNATIONS/TERMINATIONS:

None.

LEAVES OF ABSENCE:

None.

APPROVAL OF APPOINTMENTS:

The approval of the following resolution: RESOLVED, upon the recommendation of the Superintendent, to **permanently appoint Cynthia Hauer** to the position of **Bus Driver** effective November 19, 2007.

The approval of the following resolution: RESOLVED, upon the recommendation of the Superintendent, to **permanently appoint Margaret Ventura** to the position of **Cleaner** effective November 23, 2007.

The approval of the following resolution: RESOLVED, upon the recommendation of the Superintendent, to **permanently appoint Elizabeth McKenzie** to the position of **Senior Typist** effective November 30, 2007.

The approval of the following resolution: RESOLVED, upon the recommendation of the Superintendent, to appoint **Traci LaVeck** to the position of **Bus Aide** for a probationary period of 26 weeks to begin **November 13, 2007** and concluding May 13, 2008 at a rate of \$9.87/hr.

The approval of the following resolution: RESOLVED, upon the recommendation of the Superintendent, to appoint **Karyn Gibbs** to the position of **Colorguard Advisor** for the 2007-2008 school year, to be paid at Step 2.

The approval of the following resolution: RESOLVED, upon the recommendation of the Superintendent, to appoint **Gloria (Jeanne) Peter** to the position of **Hall Monitor** on an as needed basis for the 2007-2008 school year, at a rate of \$8.30/hr.

The approval of the following resolution: RESOLVED, upon the recommendation of the Superintendent, to appoint **Cheryl Blount** to the position of **Study Hall Monitor** on an as needed basis for the 2007-2008 school year, at a rate of \$8.30/hr.

REPORTS:

Board Committee Reports/Comments:

Stewart Amell discussed the Curriculum and Assessment (CDEP) subcommittee and its progress.

Stewart Amell discussed the Extra Curricular subcommittee and its progress.

There were no updates to report on the Facilities and Operations subcommittee.

John Clark discussed the Finance subcommittee meeting that was held prior to the Board of Education meeting.

There were no updates to report on the Transportation subcommittee.

John Shelmidine was present to discuss the Oswego County BOCES Board of Education.

Oswego County School Board Association.

Stewart Amell presented the Superintendent's Reports/Comments.

Sue Ann Archibee presented the Elementary School Principal's Reports/Comments.

Maureen Shiel presented the High School Principal's Reports/Comments.

DISCUSSION ITEMS:

Stewart Amell discussed Animals on School Property.

Stewart Amell discussed future approval of an Art Club.

Maureen Shiel discussed Progress Reports (Summary).

Stewart Amell asked to table the discussion of promotional ideas for the Excel project.

Stewart Amell discussed the Disclosure of Wrongful Conduct (Whistleblower Policy).

ACTION ITEMS:

It was moved by Miller, seconded by Bonhotal, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to approve additions to the **2007-2008 Master List of Substitutes for Instructional Staff and Support Staff**, pending fingerprint approval.

5 yes, 0 no, 2 absent

Motion carried

It was moved by Miller, seconded by Bonhotal, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to dissolve the **Select Choir Extracurricular Account**. The stated group has a total of \$1,756.38 in its account. \$1,161.35 of the monies shall be transferred into each student's individual class account with the remaining \$595.03 to the High School Student Council.

5 yes, 0 no, 2 absent

Motion carried

It was moved by Miller, seconded by Bonhotal, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to approve the **School Tax Collector Report** (subject to amendment for taxes received postmarked November 2, 2007).

5 yes, 0 no, 2 absent

Motion carried

It was moved by Miller, seconded by Bonhotal, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to accept the **2006-2007 School Audit Report**. *(See separate PDF File named Audit Report 06-07)*

5 yes, 0 no, 2 absent

Motion carried

It was moved by Miller, seconded by Bonhotal, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to have the **second reading and adoption** of the following policies: **1240 – Visitors to the Schools, 1240-R – Visitors to the Schools Regulation, 4712-R – Student Progress Reports to Parents Regulation, 4740 – Honor Rolls, 4741 – Class Rankings**.

5 yes, 0 no, 2 absent

Motion carried

It was moved by Miller, seconded by Bonhotal, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent to **authorize the formation of the Art Club** under the regulations of Extracurricular Activities. **Martin Scoville** will serve as the non-paid advisor to this club.

5 yes, 0 no, 2 absent
Motion carried

It was moved by Miller, seconded by Bonhotal, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to declare the **buses/vehicles per the attached spreadsheet as surplus**. These items are to be discarded through the use of a surplus sale/auction/silent bid or disposal as appropriate by law, regulation, circumstance and liability as arranged by the Business Administrator.

5 yes, 0 no, 2 absent
Motion carried

It was moved by Miller, seconded by Bonhotal, to approve the following resolution: RESOLVED, upon the recommendation of the Superintendent, to **rescind** the previously adopted resolution on October 25, 2007:

5 yes, 0 no, 2 absent
Motion carried

It was moved by Soule, seconded by Clark, to approve the following resolution:

BE IT RESOLVED by this Board of Education as follows:

Section 1. A Special Meeting of the qualified voters of the Sandy Creek Central School District, County of Oswego, State of New York, will be held at the Sandy Creek District Office Board Room in Sandy Creek, New York, on Tuesday, December 18, 2007 from 12:00 noon to 9:00 P.M., prevailing time, for the purpose of voting on the proposition described in the Notice of Special District Meeting hereinafter set forth.

Section 2. The business to be acted upon at said Special District Meeting shall be as stated in the Notice thereof, and the District Clerk is hereby authorized and directed to cause the Notice of said Special District Meeting to be published in the Syracuse Post Standard and the Salmon River News, newspapers having a general circulation within the District, such publications to be made four (4) times each in such newspapers within the seven (7) weeks next preceding such Special District Meeting, the first publication to be a least forty-five (45) days prior to the date of said Special District Meeting.

Section 3. Said Special District Meeting shall be called by giving the following notice thereof: NOTICE OF SPECIAL SCHOOL DISTRICT MEETING OF THE VOTERS OF THE SANDY CREEK CENTRAL SCHOOL DISTRICT.

THE BOARD OF EDUCATION OF THE SANDY CREEK CENTRAL SCHOOL DISTRICT HEREBY GIVES NOTICE that pursuant to a Resolution adopted by the Board of Education of the District on October 25, 2007, a special meeting of the qualified voters of said School District County of Oswego, State of New York, will be held at the Sandy Creek District Office Board Room in Sandy Creek, New York, in said District, on Tuesday, December 18, 2007, between the hours of 12:00 noon and 9:00 P.M. prevailing time, for the purpose of voting upon the following proposition: PROPOSITION

Shall the Board of Education of the Sandy Creek Central School District undertake a project consisting of (i) the acquisition and clearing of two parcels adjacent to the school campus (being Tax Map No.: 019-20-01-02, located at 134 Salisbury Street and Tax Map No.: 019-20-01-03, located at 136 Salisbury Street) and the construction of parking thereon and (ii) the construction of renovations and improvements to the Sandy Creek Central School, Sandy Creek Site, all to include furnishings, machinery and equipment, site work, architectural fees and other necessary costs incidental to such work (the "Project") and to expend therefore a total sum not to exceed

\$3,150,000 which is estimated to be the total maximum cost thereof, and to pay for the costs of the Project by the levy of a tax which is hereby approved in the amount of \$3,150,000 subject to

available State Building Aid (including Excel Aid), which tax shall be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education and in anticipation of the collection of such tax, bonds and notes of the District are hereby authorized to be issued at one time, or from time to time, in the principal amount not to exceed \$3,150,000, and a tax is hereby voted to pay the interest on said obligations when due.

NOTICE IS GIVEN that pursuant to Section 2014 of the Education Law, personal registration of voters is required and no person shall be entitled to vote at said meeting whose name does not appear on the register of said District or who does not register as hereinafter provided, except a person who is otherwise qualified to vote and is registered under the provisions of Article 5 of the Election Law. The Board of Registration shall prepare a register for said special District meeting, except that the register prepared at the last annual meeting or election shall be used as the basis therefore, and shall include all persons who shall have presented themselves personally for registration and shall also include all persons who shall have been previously registered for any annual or special District meeting or election and who shall have voted at any annual or special

District meeting or election held or conducted at any time within the four calendar years prior to the year in which such register is being prepared.

NOTICE IS FURTHER GIVEN that the Board of Registration will meet at the Sandy Creek District Office Board Room on December 13, 2007, between the hours of 12:00 noon and 4:00 P.M., prevailing time, to prepare the register of the District for said special District meeting, and any person shall be entitled to have his or her name placed upon such register at such place and time provided that at such meeting of the Board of Registration, he or she is known or proven to the satisfaction of such Board of Registration to be then or thereafter entitled to vote at said special District meeting to be held on December 18, 2007. Said register will be filed in the office of the District Clerk, in said District, and will be open for inspection by any qualified voter of said District on each of the five days prior to and the day set for the special District meeting, between the hours of 8:00 A.M. and 4:00 P.M., prevailing time, except Saturday and Sunday.

NOTICE IS FURTHER GIVEN, that qualified voters may obtain applications for absentee ballots from the office of the Clerk of the School District. Completed applications for absentee ballots must be received by the District Clerk of the School District no later than 5:00 P.M. prevailing time, on December 17, 2007, and must be received no later than 5:00 P.M., prevailing time, on December 11, 2007, if the absentee ballot is to be mailed to the voter. Completed applications received after 5:00 P.M. on December 11, 2007, will require the voter to personally appear at the Office of the Clerk of the School District to receive an absentee ballot. A listing of all persons to whom an absentee ballot is issued will be available for inspection by any qualified voter in the Office of the Clerk of the School District between the hours of 9:00 A.M. and 5:00 P.M. through Monday, December 17, 2007, except Saturday, Sunday or holiday.

NOTICE IS FURTHER GIVEN, that the proposition set forth on the voting machine labels shall appear as follows: PROPOSITION Shall the Board of Education (i) purchase and clear two parcels adjacent to the school campus (Tax Map No.: 019-20-01-02, 134 Salisbury Street and Tax Map No.: 019-20-01-03, 136 Salisbury Street) and construct parking thereon and (ii) make renovations and improvements to the Sandy Creek Central School, all to include furnishings, machinery and equipment, site work, architectural fees and other necessary costs and expend therefore not to exceed \$3,150,000 which is estimated to be the total cost thereof, and pay for the Project by the levy of a tax which is hereby approved in the amount of \$3,150,000, subject to available State Building Aid (including Excel Aid), which tax shall be levied and collected in annual installments and in anticipation of such tax, bonds and notes of the District are hereby authorized in the principal amount not to exceed \$3,150,000, and a tax is voted to pay the interest on said obligations when due.

Executive Session:

It was moved by MacVean, seconded by Bonhotal, to go in to executive session for property negotiations, contract negotiations, and a personnel matter at 8:55 p.m.

5 yes, 0 no, 2 absent

Motion carried

Adjournment:

It was moved by Miller, seconded by Clark, to come out of executive session and to adjourn at 9:47 p.m.

5 yes, 0 no, 2 absent

Motion carried

Future Board Meeting Dates

Workshop Session: Thursday, November 29, 2007

Regular Meeting: Thursday, December 20, 2007

Respectfully Submitted,

Shelley H. Fitzpatrick
District Clerk