

BOARD OF EDUCATION OF DUNDEE CENTRAL SCHOOL
MINUTES FOR REGULAR MEETING
JUNE 4, 2020

REGULAR MEETING AT 6:00PM

The regular meeting of the Board of Education of the Dundee Central School District was held on the above date. Present were President Rob Neu, Vice President Brittany Gibson, Kevin Crofoot, John Frederick, Doug Hammond, Jessica Shepardson-Wood, Jared Webster, Superintendent Kelly Houck, School Business Official Melissa Lawson and District Clerk Jillian Denmark. Meeting was held via video conferencing, no guests present.

1. ANTICIPATED EXECUTIVE SESSION - at 5:30 pm prior to regular meeting.

- 1.1. Discussion of matters leading to the employment or removal of a particular person.

Moved: *Jessica Shepardson-Wood* Seconded: *Kevin Crofoot*
Approved: *7-0*

2. OPENING AND MINUTES.

2.1. Call to order.

The meeting was called to order by President Rob Neu at 6:04pm.

- 2.1.1. Pledge to the Flag.

2.2. Resolution to approve minutes.

- 2.2.1. Resolution to approve the following:

2.2.1.1. Minutes of the Regular Meeting of May 16, 2020.

2.2.1.2. Minutes of the Special Meeting of May 28, 2020.

Moved: *Kevin Crofoot* Seconded: *John Frederick*
Approved: *7-0*

2.3. Resolutions, other.

- 2.3.1. Approval of the agenda with the following revisions: 6.2.1.3 (summer laborer)

Moved: *Brittany Gibson* Seconded: *John Frederick*
Approved: *7-0*

2.4. Announcements and Reports.

- 2.4.1. The next regular meeting of the Board of Education will be July 9, 2020 at 5:00pm, in the Public Meeting Room, accessible for the public via Facebook live.

- 2.4.2. Athletic Update

Mr. Shepardson and Mr. Miller talked to the board regarding updates on athletics and the merger with Bradford for sports. Mr. Miller said that the Executive Director of Section V, Kathy Hoyt has stated that a COVID-19 task force has been developed and they will be meeting on June 10th to discuss further matters. He said at this time we don't know much. Mr. Miller shared that the

district has been asked to send six students and two coaches to a student-athlete leadership training about improving the culture and climate of our sports teams with a focus on appreciating diversity.

Mr. Sheparson updated the board on the merger with Bradford. He stated that at this time Dundee and Bradford have talked about combining for the fall sports season for boys and girls soccer, volleyball and cross country across all levels. He said at this time due to equipment and gym restrictions that volleyball will be held 100% in Dundee, but all other sports will be split between the two schools. Mr. Sheparson said that the decision was made to stay with the Finger Lakes West League, he said the FLW is more stable with teams and will provide for a more consistent game schedule for our teams. Mr. Sheparson said that both schools talked about winter sports as well, as we know games and scheduling is done months ahead of the season starting. At this time they have looked at combining for boys modified basketball but not for JV or Varsity as both schools have decent numbers on their own, more talks about winter will transpire in the near future and both schools will make a good faith effort as part of this merger to do what is best for our students and the programs. Mr. Sheparson said they will be meeting with Bradford on June 17th to further the discussion about winter and spring sports.

2.4.3. Jenn Clancy and Aliyah Brewer - Genetics Research Project Presentation via video

To view the presentation please see link in the comment box of the June 4, 2020 BOE Meeting.

3. INTER SCHOOL ACTIVITIES.

3.1. Resolutions.

3.1.1. To act upon the recommendation of the Superintendent to approve the following:

- 3.1.1.1. Accept the \$5,000 Dandy Scholarship Fund donation.
- 3.1.1.2. Accept the \$3,000 donation to the Dundee Angel Fund from an anonymous donor.
- 3.1.1.3. Accept the \$500 donation to the Dundee Music Department from the Heart of the Finger Lakes 5K Run.
- 3.1.1.4. Accept the following donations to the DCS Class of 1956 Scholarship Fund in honor of the late William Prior:
 - 3.1.1.4.1. \$100 from Stuart and Marjory Denison
 - 3.1.1.4.2. \$300 from Stephen Andrus
 - 3.1.1.4.3. \$200 from the Butters'
 - 3.1.1.4.4. \$100 from the Morehouse's
 - 3.1.1.4.5. \$200 from Micheal and Charlene Prior
 - 3.1.1.4.6. \$25 from Bob and Priscilla Andrews
 - 3.1.1.4.7. \$50 from Erma Mullins
 - 3.1.1.4.8. \$300 from Howard Hall
 - 3.1.1.4.9. \$50 from Elizabeth Howell
- 3.1.1.5. Approve the contract between the Dundee Central School District and the Bradford Central School District for the 2020-2021 school year to combine athletic offerings for Boys Varsity and Modified Soccer, Girls Varsity and Modified Soccer, Varsity and Modified Cross Country and Varsity, JV and Modified Volleyball.

Moved: Jessica Shepardson-Wood

Seconded: John Frederick

Approved: 7-0

4. REPORTS TO THE BOARD.

4.1. Resolutions.

4.1.1. To act upon the recommendation of the Superintendent to approve the following:

4.1.1.1. Approve the contract between the Dundee Central School District and Bonadio & Co., LLP for the 2020-2021 school year.

Moved: Brittany Gibson

Seconded: Jared Webster

Approved: 7-0

4.2. Announcements and Reports.

4.2.1. President's Report

Mr. Neu expressed how grateful he is for our teachers, support staff and administration during this difficult time. He said everyone has stepped up and helped with online learning, organizing ceremonies to make our seniors last year as special as can be. He said this couldn't be done without the great leadership and support of Kelly Houck, Laurie Hopkins-Halbert and Chris Arnold. Rob stated that he doesn't want to leave anyone out when giving thanks for all that has been done as all members of the DCS team have played a great role in supporting our students and the community at this time. Mr. Neu said he also wanted to thank Melissa Lawson for all her work as well.

4.2.2. Superintendent's Report.

Recognitions -

Mrs. Houck said that she agreed with Mr. Neu. It's all about supporting the students and it means a lot to all our staff members to know that people are recognizing their efforts.

Student BOE Rep -

Mrs. Houck said that tonight would have been Aliyah Brewer's last board meeting as the student representative. She said that due to our restrictions she couldn't be here with us but that she wanted to recognize her accomplishments and hard work as a student and a board member. Aliyah has been a great part of the board this school year and we wish her all the best in her future endeavors, we are going to miss her but we know she is going on to do BIG things.

Reopening -

Mrs. Houck said a reopening plan will have to be submitted to the state for approval, guidance from the state was supposed to be out in June and we are waiting for that. Mrs. Houck said she was invited to be part of the state reopening regional meeting on June 15th. She said that many things will be covered at this meeting and there will be a tremendous amount of work to be done. After the meeting transpires they will create a guidance document so the likelihood of seeing that before July are slim. Mrs. Houck said she doesn't want to wait until July to start planning

so a small group of staff will meet to begin this process and we will adjust as guidance comes along.

Meal Distribution -

Mrs. Houck said at this time there will be no in person summer school but that meal distribution will continue for families. At this time the state has said that all districts must gain written consent from the families who are receiving the meals and a letter with a consent form will be mailed to all families next week.

12-Month Staff -

Mrs. Houck explained that at this time all 12-month staff has returned as of Monday, June 1st. She said it is the first step to getting some normalcy back even though due to the restrictions still in place we don't often see one another; it's just nice to know there are people back in the building.

Colt Wicker -

Mrs. Houck wanted to give a HUGE shout out to our own Colt Wicker for his efforts in raising \$450.00 through donations and his popcorn sale that he has donated to the DCS Food Pantry!!! Thank you Colt for being such a kind, caring and giving young boy.

Brandon Bell -

Mrs. Houck said that Brandon Bell held a virtual concert recently and raised \$750 that will be given in two scholarships to two seniors this year!!! Thank you Brandon for this generous and wonderful gift.

Budget Vote -

Mrs. Houck explained the process of this year's budget voting process. Budget vote will transpire by absentee ballot only. A ballot box will be outside the district office the day of the election if you wish to hand deliver your ballot. Polls will close at 5pm on the day of the elections. No ballots will be accepted after 5pm that day. At 5pm the board President, Rob Neu will close the polls. At that time there will be a 15 minute challenge period, from 5-5:15pm, voters can call in to Mrs. Denmark, our district clerk at 607-243-5535 ext. 7702. During the challenge period election inspectors will be cross referencing the ballots with the list of those that were mailed a ballot. After the challenge period is over our election inspectors will begin opening the ballots. Ballots will be separated from their envelopes and placed in a secure ballot box in order to maintain anonymity for our voters. Once all ballots are opened and in the ballot boxes, ballots will be shuffled and then opened for counting. Each election inspector will work with an official recorder to count all votes on all propositions and board seats. Once all ballots have been counted an official count will take place and results will be announced. All portions of the election will be broadcast live via Facebook on the Dundee Central School District facebook page. During this time all election inspectors and counters will be practicing social distancing, hand washing and face covering.

4.2.3. Student Representative Report.

No student report at this time.

4.2.4. Board Member Forum.

No board member forum at this time.

5. BUSINESS OFFICE REPORTS.

5.1. Resolutions.

5.1.1. To act upon the recommendation of the Superintendent to approve the following:

5.1.1.1. Approve the Treasurer's Report for the person of March 1, 2020 through March 31, 2020.

5.1.1.2. Approve the Treasurer's Report for the period of April 1, 2020 through April 30, 2020.

5.1.1.3. Approve the Budget Transfer for Fund F, in the amount of \$22,131, to cover expected wage costs through grant end.

5.1.1.4. Approve the Budget Transfer for Fund A, in the amount of \$16,990, to cover expected fiscal year expenses.

5.1.1.5. Approve the Budget Transfer for Fund A, in the amount of \$205,404, to adjust debt service to actual amounts due.

Moved: *John Frederick*

Seconded: *Kevin Crofoot*

Approved: *7-0*

5.1.1.6. Authorization to fund Dundee Central School Teacher Retirement Contribution Reserve Fund for fiscal year 2019-2020 in the amount of \$107,868, an amount equal to 2% of 2018-2019 total compensation or salaries of teachers employed by the District who are members of TRS. The total amount of the Reserve Fund will not exceed 10% of the total compensation or salaries.

Moved: *John Frederick*

Seconded: *Jessica Shepardson-Wood*

Approved: *7-0*

5.2. Announcements and Reports.

5.2.1. General Fund - Account A: Revenue Status dated March 2020; Appropriation Status dated April 2020; Warrant No. 51 dated April 13, 2020, in the amount of \$359,275.65; Warrant No. 56 dated May 15, 2020, in the amount of \$31,024.49.

5.2.2. Cafeteria Fund - Account C: Revenue Status dated March 2020; Appropriation Status dated April 2020.

5.2.3. Special Aid Fund - Account F: Revenue Status dated March 2020; Appropriation Status dated April 2020; Warrant No. 14 dated April 16, 2020, in the amount of \$69,333.06.

5.2.4. Trust & Agency Fund - Account TA: Warrant No. 37 dated April 16, 2020, in the amount of \$348.00; Warrant No. 38 dated April 23, 2020, in the amount of \$381,113.24; Warrant No. 41 dated May 22, 2020, in the amount of \$367,708.07.

- 5.2.5. Expendable Trust Fund - Account TE: Revenue Status dated March 2020; Appropriation Status dated April 2020.
- 5.2.6. Capital Fund - Account H: Revenue Status dated March 2020; Appropriation Status dated April 2020; Warrant No. 20 dated April 16, 2020, in the amount of \$101,588.91.

6. PERSONNEL.

6.1. Resolutions in Regards to Administrators and Teachers.

- 6.1.1. To act upon the recommendation of the Superintendent to approve the following personnel issues:

- 6.1.1.1. Accept the resignation of Susan Murray, Elementary AIS Teacher, effective June 30, 2020, for retirement purposes.
- 6.1.1.2. Pursuant to Section 3012 of the Education Law and in compliance with Part 30.3 of the Rules of the Board of Regents to appoint Nickolas Harrian, of 42 East Lamoka Ave, Savona, NY 14879, who holds Initial New York State Certification permitting him to teach Mathematics in the public schools of New York State, to the position of JSHS Mathematics Teacher in the Academics (Math) tenure area for a probationary period of four years, to commence on June 19, 2020 and to expire on June 19, 2024 (unless extended in accordance with the law). This expiration date is tentative and conditional only.

Except to the extent required by the applicable provision of Section 3012-3 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time; and that Nickloas Harrian during his first year of this appointment be paid at the annual salary as outlined in the agreement between the Dundee Teachers' Association and the Board of Education, dated July 1, 2017, as being the salary for a teacher on Step 1 of the current agreement plus any hours or degrees.

- 6.1.1.3. Pursuant to Section 3012 of the Education Law and in compliance with Part 30.3 of the Rules of the Board of Regents to appoint Lindsay Will, of 280 Rapalee Road, Himrod, NY 14842, who holds Initial New York State Certification permitting her to teach Elementary Education in the public schools of New York State, to the position of Elementary Education Teacher in the Elementary tenure area for a probationary period of four years, to commence on July 1, 2020 and to expire on July 1, 2024 (unless extended in accordance with the law). This expiration date is tentative and conditional only.

Except to the extent required by the applicable provision of Section 3012-3 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective

composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time; and that Lindsay Will during her first year of this appointment be paid at the annual salary as outlined in the agreement between the Dundee Teachers' Association and the Board of Education, dated July 1, 2017, as being the salary for a teacher on Step 1 of the current agreement plus any hours or degrees.

- 6.1.1.4. Pursuant to Section 3012 of the Education Law and in compliance with Part 30.3 of the Rules of the Board of Regents to appoint Megan Savold, 223 Bristol Street, Canandaigua, NY 14424, who holds Initial New York State Certification permitting her to teach Elementary Education in the public schools of New York State, to the position of Elementary Education Teacher in the Elementary tenure area for a probationary period of four years, to commence on July 1, 2020 and to expire on July 1, 2024 (unless extended in accordance with the law). This expiration date is tentative and conditional only.

Except to the extent required by the applicable provision of Section 3012-3 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time; and that Megan Savold during her first year of this appointment be paid at the annual salary as outlined in the agreement between the Dundee Teachers' Association and the Board of Education, dated July 1, 2017, as being the salary for a teacher on Step 1 of the current agreement plus any hours or degrees.

- 6.1.1.5. Pursuant to Section 3012 of the Education Law and in compliance with Part 30.3 of the Rules of the Board of Regents to appoint Laura Rollins, 61 Jefferson Ave, Geneva, NY 14456, who holds Professional New York State Certification permitting her to teach Elementary Education in the public schools of New York State, to the position of Elementary Education Teacher in the Elementary tenure area for a probationary period of four years, to commence on July 1, 2020 and to expire on July 1, 2024 (unless extended in accordance with the law). This expiration date is tentative and conditional only.

Except to the extent required by the applicable provision of Section 3012-3 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time; and that Laura Rollins during her first year of this appointment be paid at the annual salary as outlined in the agreement between the Dundee Teachers' Association and the Board of Education, dated July 1, 2017, as being the salary for a teacher on Step 1 of the current agreement plus any hours or degrees.

- 6.1.1.6. Pursuant to Section 3012 of the Education Law and in compliance with Part 30.3 of the Rules of the Board of Regents to appoint Mariah Bendura, of 1495 Baker Road, Penn

Yan, NY 14527, who holds Professional New York State Certification permitting her to Students with Disabilities (Grades Birth - 2) in the public schools of New York State, to the position of Special Education Teacher in the Special Education tenure area for a probationary period of three years, to commence of July 1, 2020 and to expire on July 1, 2023 (unless extended in accordance with the law). This expiration date is tentative and conditional only.

Except to the extent required by the applicable provision of Section 3012-3 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least two (2) of the three (3) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

Moved: *Jessica Shepardson-Wood*

Seconded: *John Frederick*

Approved: 7-0

6.2. Resolutions in Regards to Support Staff.

6.2.1. To act upon the recommendation of the Superintendent to approve the following personnel issues:

6.2.1.1. Accept the resignation of Shannon Blauvelt, Food Service Helper, effective June 30, 2020, to take a different position within the district.

6.2.1.2. One-year Civil Service probationary appointment of Shannon Blauvelt, of Watkins Glen, NY 14891, as Teacher Aide, effective July 1, 2020.

6.2.1.3. Appoint Patricia Schenck as a summer laborer for 2020, at an hourly rate of \$11.80.

Moved: *Kevin Crofoot*

Seconded: *John Frederick*

Approved: 7-0

7. **CURRICULUM.**

7.1. Resolutions.

7.1.1. To act upon the recommendation of the Superintendent to approve the following:

7.1.1.1. Approve the placement of the Committee on Preschool Special Education of: 5/5/20, 5/7/20 for Student Numbers (9766, 9397, 9683, 9597, 9688, 9786, 9785, 9776, 9700, 9790, 9635, 9809, 9210, 9194).

Moved: *Jessica Shepardson-Wood*

Seconded: *Jared Webster*

Approved: 7-0

8. TRANSPORTATION.

8.1. Resolutions.

8.1.1. To act upon the recommendation of the Superintendent to approve the following:

8.1.1.1. Approve the transportation request for Jack Fredenburg to be transported to St. Michael's Academy in Penn Yan for the 2020-2021 school year.

Moved: *Jared Webster*

Seconded: *Kevin Crofoot*

Approved: *7-0*

9. EXECUTIVE SESSION.

9.1. Discussion of matters leading to the employment, promotion, demotion, discipline, suspension or removal of a particular person.

There was no need for an executive session at this time.

10. ADJOURNMENT.

10.1. A motion was offered to adjourn at *6:46pm*.

Moved: *Jessica Shepardson-Wood*

Seconded: *John Frederick*

Approved: *7-0*

Note: Items added to the agenda after it was first distributed (i.e., addendum items) are highlighted in gray.

Respectfully submitted,

Jillian Denmark, District Clerk