

BOARD OF EDUCATION OF DUNDEE CENTRAL SCHOOL
MINUTES FOR REGULAR MEETING
AUGUST 13, 2020
REGULAR MEETING AT 3:00PM

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, Jessica Shepardson-Wood and Jared Webster, Superintendent Kelly Houck, School Business Official Melissa Lawson and District Clerk Jillian Denmark. There were no guests present, the meeting was streamed live via school districts social media.

1. ANTICIPATED EXECUTIVE SESSION - at 2:30 pm prior to regular meeting.

- 1.1. Discussion of matters leading to the employment or removal of a particular person.
There was no need for an executive session at this time.

2. OPENING AND MINUTES.

2.1. Call to order.

Meeting was called to order by President Robert Neu at 2:30pm.

- 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 July 9, 2020 reorganizational meeting.

Moved: *Brittany Gibson*

Seconded: *Kevin Crofoot*

Approved: *6-0*

2.3. Resolutions, other.

- 2.3.1. Approval of the agenda with the following revisions: 6.2.1.6 (Resignation)

- 2.3.2. Designate and appoint the following officers and school district officials for 2020-2021 effective July 1, 2020:

- 2.3.2.1. Deputy Treasurer - Staci O'Quain

Moved: *John Frederick*

Seconded: *Jared Webster*

Approved: *6-0*

2.4. Announcements and Reports.

- 2.4.1. The next regular meeting of the Board of Education will be September 10, 2020 at 6:00pm in the Public Meeting Room, anticipated Executive Session to begin at 5:00pm.

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. Approve the change to the 2020-2021 School Calendar, move Superintendent Conference Days scheduled for 12/4/20 and 3/13/20 to 9/2/20 and 9/3/20.
 - 3.1.1.2. Accept the \$10,000 grant from TC Energy for the procurement of technology based supplies and equipment for the implementation of NYS music and arts curriculum standards.
 - 3.1.1.3. Accept the donation of the following books from Brian Kilmeade for use in the Elementary and JSHS:
 - 3.1.1.3.1. Andrew Jackson and the Miracle of New Orleans - 12 copies
 - 3.1.1.3.2. Sam Huston & the Alamo Avengers - 12 copies
 - 3.1.1.3.3. George Washington's Secret Six - 12 copies
 - 3.1.1.3.4. Thomas Jefferson and The Tripoli Pirates - 12 copies
 - 3.1.1.3.5. Thomas Jefferson and The Tripoli Pirates (Adapted for Young Readers) - 12 copies
 - 3.1.1.4. Accept the donation of various CD's and videos for school classroom use, valued at \$1,075, from Radiant Child Yoga.
 - 3.1.1.5. Accept the donation of \$25.00, from Eleanor Parker, for the Class of 1956 Scholarship Fund, in memory of Bill Prior.
 - 3.1.1.6. Approve Megan Neu as a volunteer advisor for the Class of 2023.
 - 3.1.1.7. Approve the Keuka College field period of Ryan Mavertish with Linn Aftuck.

Moved: *Brittany Gibson*

Seconded: *John Frederick*

Approved: *6-0*

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 the Yates County Sheriff's Office for the 2020-2021 school year, for SRO services.
 - 4.1.1.2. Approve the following as Occasional Drivers for the 2020-2021 school year:
 - 4.1.1.2.1. Charlie Emerson
 - 4.1.1.2.2. Chris Arnold
 - 4.1.1.2.3. Laurie Hopkins-Halbert
 - 4.1.1.2.4. Stephanie Betts
 - 4.1.1.2.5. Crystal Hamm
 - 4.1.1.2.6. Agnes Woodard
 - 4.1.1.2.7. Jennifer Hutches
 - 4.1.1.2.8. Scott Shepardson

Moved: *Kevin Crofoot*

Seconded: *Jared Webster*

Approved: *6-0*

4.1.1.3. WHEREAS, on March 16, 2020, the New York State Governor declared, under Executive Order 202.4, all schools within New York State to be closed to students no later than March 18, 2020 for a period of two weeks, ending on April 1, 2020; and WHEREAS, various subsequent executive orders were issued by the New York State Governor resulting in the closure of schools to students for the remainder of the 2019-2020 school year as a result of the COVID-19 pandemic; and WHEREAS, on or about July 13, 2020, the New York State Department of Health issued interim guidance for in-person instruction at Pre-K to Grade 12 schools during the COVID-19 public health emergency for the 2020-2021 school year; and WHEREAS, on or about July 16, 2020, the New York State Education Department released reopening guidance for school for the 2020-2021 school year. NOW, THEREFORE, the Board of Education resolves as follows:

1. In an effort to comply with reopening requirements, the Board hereby temporarily suspends and Board policy or administrative regulation/procedure that conflicts with any current or future federal, state, or county law, regulation, executive order, or guidance released for the purpose of reopening of schools during the period of the COVID-19 pandemic.
2. The Superintendent of Schools is authorized to follow the federal, state, or local county laws, regulations, executive orders, or guidance and to take such action as reasonably necessary and proper for the purpose of reopening of schools.

Moved: John Frederick
Approved: 6-0

Seconded: Brittany Gibson

4.2. Announcements and Reports.

4.2.1. President's Report

President Rob Neu wanted to thank all the parents and community members that greeted the board members, staff and administration today while they were out delivering yard signs to our families. Mr. Neu said it was a great day to spend with the community and he is looking forward to having our students back in the building in a few weeks. He wanted to again thank the faculty, staff and administration for all the hard work they have put into preparing and planning for the return of our students. He said we are very fortunate to have a small close knit district at this time.

Mr. Neu was happy to share with our taxpayers that our tax rate for the 20-21 school year is \$10.32, which is down from \$10.37 from the previous year. He said we are very grateful for our administration and their hard work, and wise and careful budgeting and planning.

4.2.2. Superintendent's Report.

School Reopening -

Mrs. Houck wanted to thank our staff and community for helping to get back to a safe and engaging plan for our students to return to school this fall. She said the participation of everyone has been important to the district and she is appreciative of the helpful and positive

outlook everyone has kept during uncertain times. She said she is so looking forward to welcoming our students back on September 8th!

4.2.3. Board Member Forum.

Mrs. Gibson said she is frustrated because she feels the last place the state should be cutting funding is from education. She encourages people to reach out to local representatives and let them know that funding for education should be increased as the need is greater every year. She said we as a state cannot afford to cut from our future.

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 Extra Classroom Activity Fund Treasurer's Report for the period from June 1, 2020 through June 30, 2020.
- 5.1.1.2. Approved the Extra Classroom Activity Fund Treasurer's Report for the period from July 1, 2019 through June 30, 2020.
- 5.1.1.3. Approve the Treasurer's Report for the period of June 1, 2020 through June 30, 2020.
- 5.1.1.4. Approve the Budget Transfer for Fund A, in the amount of \$9,205.00, to cover BOCES supply billing.
- 5.1.1.5. Approve the Budget Transfer for Fund A, in the amount of \$7,000, to cover unemployment claims.
- 5.1.1.6. Approve the Budget Transfer for Fund H, in the amount of \$30,000, to cover Pasco HVAC control work.
- 5.1.1.7. Declaration of the following as surplus and authorize the Purchasing Agent to dispose/auction items in a means that is in the best interest of the school district:
 - 5.1.1.7.1. Single Phase Air Compressor, 115v
 - 5.1.1.7.2. Dual Stage Air Compressor Head
 - 5.1.1.7.3. Turf Batwing Mower
 - 5.1.1.7.4. Single Phase Air Compressor, 22v
 - 5.1.1.7.5. 4 - Utility Vehicle Tires
 - 5.1.1.7.6. Precor Treadmill
- 5.1.1.8. Approve the Tax Warrant for the 2020-2021 school year.
- 5.1.1.9. Approve the Budget Transfer for Fund H, in the amount of \$50,000, to cover year end accounting accrual.

Moved: *Kevin Crofoot*

Seconded: *John Frederick*

Approved: *6-0*

5.2. Announcements and Reports.

5.2.1. General Fund - Account A: Revenue Status dated June 2020; Appropriation Status dated June 2020; Warrant No. 64 dated June 30, 2020, in the amount of \$39,414.09; Warrant No. 3 dated

- July 20, 2020, in the amount of \$260,053.61; Warrant No. 4 dated July 23, 2020, in the amount of \$27,148.40; Warrant No. 6 dated July 29, 2020, in the amount of \$235,614.68
- 5.2.2. Cafeteria Fund - Account C: Revenue Status dated June 2020; Appropriation Status dated June 2020; Warrant No. 15 dated June 30, 2020, in the amount of \$6,269.73; Warrant No. 1 dated July 23, 2020, in the amount of \$777.03; Warrant No. 2 dated July 29, 2020, in the amount of \$1,489.18.
- 5.2.3. Special Aid Fund - Account F: Revenue Status dated June 2020; Appropriation Status dated June 2020; Warrant No. 18 dated June 30, 2020, in the amount of \$3,689.36; Warrant No. 1 dated July 23, 2020, in the amount of \$800.00.
- 5.2.4. Trust & Agency Fund - Account TA: Warrant No. 46 dated June 30, 2020, in the amount of \$1,691.00; Warrant No. 1 dated July 3, 2020, in the amount of \$99,496.58; Warrant No. 2 dated July 17, 2020, in the amount of \$80,965.22; Warrant No. 3 dated July 31, 2020, in the amount of \$96,604.63.
- 5.2.5. Expendable Trust Fund - Account TE: Revenue Status dated June 2020; Appropriation Status dated June 2020.
- 5.2.6. Capital Fund - Account H: Revenue Status dated June 2020; Appropriation Status dated June 2020; Warrant No. 24 dated June 25, 2020, in the amount of \$384,392.90; Warrant No. 25 dated June 30, 2020, in the amount of \$30,401.10; Warrant No. 1 dated July 23, 2020, in the amount of \$369,540.10.

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. 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 Samantha Houck, of Bradford, NY 14815, who holds a valid New York State Certification as a Teaching Assistant and will be given a four (4) year probationary appointment to commence on August 10, 2020 and expire on August 10, 2024 and that Samantha Houck 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, 2019, as being \$22,318.50 salary for a Teaching Assistant under this current agreement.
- 6.1.1.2. Accept the resignation of Danielle Fingar, JSJS Special Education Teacher, effective August 4, 2020, for personal reasons.
- 6.1.1.3. Approve the conditional appointment of the following teaching staff for the 2020-2021 school year:
- 6.1.1.3.1. Seth Williams, of Dundee, NY 14837, substitute Teacher - Elementary Only (uncertified)
- 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 Bryan Yarrington, of Dundee, NY 14837, who holds valid New York State Certification permitting him to teach subjects

in Social Studies 7-12 in the public schools of New York State to the tenure appointment in Academics, effective August 28, 2020.

- 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 Chris Wood, of Himrod, NY 14842, who holds valid New York State Certification permitting her to teach subjects in Students w/ Disabilities (Grades 7-12) in the public schools of New York State to the tenure appointment in Special Subjects (Special Education), effective August 28, 2020.
- 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 Jessica Cappelluti, of Rock Stream, NY 14877, who holds valid New York State Certification permitting her to teach subjects in English Language Arts 7-12 in the public schools of New York State to the tenure appointment in Academics, effective August 28, 2020.

Moved: *Brittany Gibson*

Seconded: *Jessica Shepardson-Wood*

Approved: *6-0*

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. One-Year Civil Service probationary appointment of Sharon Crans, as Account Clerk Typist, effective August 3, 2020 at an hourly rate of \$14.00.
- 6.2.1.2. Permanent Civil Service appointment of Dakota Hammond, as Cleaner, effective September 13, 2020.
- 6.2.1.3. Permanent Civil Service appointment of Roberta Neu, as Food Service Helper, effective September 13, 2020.
- 6.2.1.4. Permanent Civil Service appointment of Kathleen Arthurs, as Food Service Helper, effective September 13, 2020.
- 6.2.1.5. Approve the conditional appointment of the following support staff for the 2020-2021 school year:
 - 6.2.1.5.1. Mary Rainis, of Dundee, NY 14837, substitute Registered Nurse.
- 6.2.1.6. Accept the resignation of Mary Cummings, Teacher Aide, effective August 31, 2020, for retirement purposes.

Moved: *Brittany Gibson*

Seconded: *Jared Webster*

Approved: *6-0*

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 Special Education: 6/26/20, 7/7/20, 7/15/20, 7/16/20, 7/20/20, 7/23/20 (Student Numbers: 8371, 7752, 8656, 8796, 8760, 8229, 8228,

8115, 9363, 9177, 7338, 8722, 9357, 9367, 8618, 9618, 7636, 9238, 9415, 9209, 9204, 9295, 9198, 9368, 9365, 7681, 7303, 8196, 8197, 8477).

Moved: *John Frederick*

Seconded: *Kevin Crofoot*

Approved: *6-0*

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 Heath and Anthony Wheeler, to be transported to St. Michael's School for the 2020-2021 school year.

8.1.1.2. Approve the contract between the Dundee Central School District and the Dundee Children's Center for transportation services for the 2020-2021 school year.

Moved: *Brittany Gibson*

Seconded: *Jessica Shepardson-Wood*

Approved: *6-0*

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 2:37pm.

Moved: *Kevin Crofoot*

Seconded: *John Frederick*

Approved: *6-0*

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