

**BOARD OF EDUCATION OF DUNDEE CENTRAL SCHOOL**  
**AGENDA FOR REGULAR MEETING**  
**APRIL 11, 2024**  
**REGULAR MEETING AT 6:00PM**  
**FACILITIES MEETING AT 5:00PM**

*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, Casey Busch, Brad Cole, John Frederick, Superintendent Chris Wood, School Business Official Melissa Lawson, and District Clerk Jillian Denmark. There were a few guests present, the meeting was streamed live via school districts social media.*

**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: Rob Neu

Seconded: Brittany Gibson

Approved: 5-0

**2. OPENING AND MINUTES.**

2.1. Call to order.

*The meeting was called to order by President Rob Neu at 6:01 pm.*

- 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 March 21, 2024.

Moved: John Frederick

Seconded: Brad Cole

Approved: 5-0

2.3. Resolutions, other.

- 2.3.1. Approval of the agenda with the following revisions: 9.1.1.4.1 (Substitute) , 9.1.1.5 (Parental Leave)

Moved: Brittany Gibson

Seconded: John Frederick

Approved: 5-0

2.4. Announcements and Reports.

- 2.4.1. The next regular meeting of the Board of Education will be May 9, 2024 at 6:00 pm in the Public Meeting Room, with an anticipated Executive Session at 5:00 pm.
- 2.4.2. The Budget Hearing and Meet the Candidates Night will be held on May 14, 2024 at 5:00 pm in the Public Meeting Room, community members are encouraged to attend to get information regarding the upcoming budget vote and candidates that are running.

- 2.4.3. The Budget Vote and Election will be held on May 21, 2024 from 12:00 pm until 8:00 pm in the Public Meeting Room.

**3. FOUR COUNTY SBA VOTING.**

3.1.	Election of Officers. For a term of one year - Starting July 1, 2024.	YES	NO
3.1.1.	President: Joe McNamara - Seneca Falls CSD	<u>  5  </u>	<u>  0  </u>
3.1.2.	Vice President: Carrie Resch - Wayne CSD	<u>  5  </u>	<u>  0  </u>
3.2.	Banking. Annual designation of depositories for association funds - Starting July 1, 2024.		
3.2.1.	Reliant Community Credit Union	<u>  5  </u>	<u>  0  </u>
3.3.	Signatories on Bank Accounts - Starting July 1, 2024.		
3.3.1.	Executive Director, President, Vice President, and Treasurer	<u>  5  </u>	<u>  0  </u>
3.4.	Bylaws and Policy Changes.		
3.4.1.	Approve changes to: Four County SBA Bylaws	<u>  5  </u>	<u>  0  </u>

**4. CANDIDATES FOR WAYNE-FINGER LAKES BOCES BOARD OF EDUCATION**

There are three (3) vacant seats on the Wayne-Finger Lakes Board of Cooperative Educational Services (BOCES) Board of Education. Each seat is for a 3-year term effective July 1, 2024. Each nominee requires a separate motion and approval. Select from the following candidates:

- 4.1. Pam Pendleton, nominated by Wayne CSD  
4.2. OJ Sahler, nominated by Canandaigua CSD  
4.3. Lynn Gay, nominated by Bloomfield CSD

Nominee #1: *Pam Pendleton*

Moved: *John Frederick*

Seconded: *Brittany Gibson*

Approved: *5-0*

Nominee #2: *OJ Sahler*

Moved: *Brittany Gibson*

Seconded: *Brad Cole*

Approved: *5-0*

Nominee #3: *Lynn Gay*

Moved: *Brittany Gibson*

Seconded: *Brad Cole*

Approved: *5-0*

**5. DELIBERATION TO APPROVE THE 2024-2025 TENTATIVE ADMINISTRATIVE BUDGET (PART 1) OF THE WAYNE-FINGER LAKES BOARD OF COOPERATIVE EDUCATIONAL SERVICES IN THE AMOUNT OF \$3,863,200.00.**

Moved: *Brad Cole*

Seconded: *John Frederick*

Approved: *5-0*

**6. INTER SCHOOL ACTIVITIES.**

**6.1. Resolutions.**

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

6.1.1.1. Approve the transportation request for the Almeida family to St. Mike's for the 2024-2025 school year.

Moved: *John Frederick*

Seconded: *Brad Cole*

Approved: *5-0*

**6.2. Announcements and Reports.**

6.2.1. Upcoming Events -

April 10th-12th -	Grades 3-8 NYS ELA Assessments
April 17th -	DCS Career & College Expo - Presented by TRAILS
April 19th -	JSHS Report cards available on Schooltool
	Honor Roll Breakfast
April 24th-26th -	Grades 3-8 NYS Math Assessments
April 26th-27th -	NYSSMA Solo Fest
May 3rd-5th -	Senior Trip to Woodloch Resort
May 8th-10th -	Grade 5&8 NYS Science Assessment
May 9th -	BOE Meeting at 6:00 pm in the Public Meeting Room
May 14th -	Budget Hearing at 5:00 pm in the Public Meeting Room

**7. REPORTS TO THE BOARD.**

**7.1. Resolutions.**

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

7.1.1.1. Approve the WFL BOCES Cooperative bid for the 2024-2025 school year.

7.1.1.2. Approve the Engagement Letter and Transmittal Letters from Bonadio & Co., LLP, outlining services provided relating to GASB 87 and GASB 96.

Moved: *Brittany Gibson*

Seconded: *Brad Cole*

Approved: *5-0*

7.2. Announcements and Reports.

7.2.1. President's Report.

*Mr. Neu wanted to thank the parents and community members that attended the first of the Community Forums, and thank Mr. Wood for spearheading those meetings. Mr. Neu encourages everyone to come to the next meetings to get involved and have a voice in our school and community.*

*Mr. Neu and Mrs. Gibson presented Peyton Mullin! Congratulations Peyton!*

7.2.2. Superintendent's Report.

*Community Forum - Mr. Wood shared that he held the first of three community forums and the topics that were shared by parents and community members were mostly surrounding school discipline, communication, timeliness of investigations, getting the community more involved in the school and events that could transpire to get more involved.*

*Food Service Meeting - Mr. Wood shared the he and a group of students recently met with Mr. Kilmer from GST Food Service to talk about some issues they were seeing in the cafeteria. Students brought forth some issues such as overcooked and undercooked food items, rotten milk, rotten fruit, food shortages for hot items during the day. Mr. Kilmer shared that there would potentially be some changes rolling out and he would continue to work with the district to make positive changes in the food service department.*

*Strategic Plan - Mr. Wood shared that the new website should be up and running soon, and the communication plan that the admin team has been working on will be out as well and available to community and parents on the school website. Mr. Wood said they are also working on master scheduling, which will dictate what course offerings they will have for the upcoming school year.*

*Policy Manual - Mr. Wood said he is currently working with his intern on getting the work going on the policy manual update.*

*Entry Plan - Mr. Wood shared that he would like to create a second year entry plan now that he has had time to really see where the district is and what the district needs moving forward. He said he would like to have that complete to share with the board by summer.*

7.2.3. Student Representative Report.

*No student representative report.*

7.2.4. Board Member Forum.

*Mrs. Gibson shared that she recently attended a Four County meeting in which they talked about school safety and security. She stated that the conference was focused on the safety and security surrounding school events, such as, sporting events, plays, concerts, etc.*

*Mr. Cole commented that at the district's recent safety meeting they also began talks about what this looks like and what steps the district can take to make our school more safe and secure during these more unstructured events.*

- 7.2.5. Public Comment. \*The Board asks that public comment be limited to 3 minutes per person.  
*No public comment.*

## **8. BUSINESS OFFICE REPORTS.**

### **8.1. Resolutions.**

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

- 8.1.1.1. Approve the Extra Classroom Activity Fund Treasurer's Report for the period of February 1, 2024 through February 29, 2024.
- 8.1.1.2. Approve the Treasurer's Report for the period from February 1, 2024 through February 29, 2024.
- 8.1.1.3. Approve the Budget Transfer for Fund A, in the amount of \$43,997.00, to cover estimated costs.
- 8.1.1.4. Accept the Internal Auditor's Report for the period from January 1, 2024 through March 31, 2024.
- 8.1.1.5. Approve the 2024-2025 Property Tax Report Card and School District Budget Notice.

Moved: *Brad Cole*

Seconded: *John Frederick*

Approved: *5-0*

- 8.1.1.6. Budget Adoption - See Agenda #2.

Moved: *Brad Cole*

Seconded: *John Frederick*

Approved: *5-0*

### **8.2. Announcements and Reports.**

- 8.2.1. General Fund - Account A: Revenue and Appropriation Status dated February 2024.  
Cafeteria Fund - Account C: Revenue and Appropriation Status dated February 2024.  
Special Aid Fund - Account F: Revenue and Appropriation Status dated February 2024.  
Expendable Trust Fund - Account TE: Revenue and Appropriation Status dated February 2024.

## **9. PERSONNEL.**

### **9.1. Resolutions in Regards to Administrators and Teachers.**

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

- 9.1.1.1. Accept the resignation of Nickolas Harrian, JSHS Math Teacher, effective June 26, 2024, for personal reasons.

- 9.1.1.2. Amend the start date for Takoda Green, as substitute Teacher for TRAILS only, to January 16, 2024.
- 9.1.1.3. Accept the resignation of David Smail, JSHS Science Teacher, effective May 3, 2024, for personal reasons.
- 9.1.1.4. Approve the conditional appointment of the following substitute teachers for the 2023-2024 school year:
  - 9.1.1.4.1. Mikayla Nelson, substitute Teacher, effective April 10, 2024, uncertified, Tutoring ONLY.
- 9.1.1.5. Approve the Parental Leave for Michael Flanagan, JSHS Music Teachers, from April 15, 2024 through June 7, 2024.

Moved: *John Frederick*

Seconded: *Brad Cole*

Approved: *5-0*

## 9.2. Resolutions in Regards to Support Staff.

- 9.2.1. To act upon the recommendation of the Superintendent to approve the following personnel issues:
  - 9.2.1.1. Approve the conditional appointment of the following substitute support staff for the 2023-2024 school year:
    - 9.2.1.1.1. Aron Crans, substitute Cleaner, effective April 12, 2024.
    - 9.2.1.1.2. Melvin O'Rourke, substitute Cleaner, effective April 12, 2024.
    - 9.2.1.1.3. Erin Birnbaum, substitute Teacher Aide, effective April 12, 2024.
    - 9.2.1.1.4. Beverly Welch, substitute Food Service Helper, effective April 29, 2024.
  - 9.2.1.2. One-year Civil Service probationary appointment of Ashley Smith, as Cleaner, effective April 8, 2024, at an hourly rate of \$15.65.
  - 9.2.1.3. One-year Civil Service probationary appointment of Christina Cleveland, as Food Service Helper, effective April 15, 2024, at an hourly rate of \$15.65.

Moved: *Brad Cole*

Seconded: *John Frederick*

Approved: *5-0*

## 10. **CURRICULUM.**

### 10.1. Resolutions.

- 10.1.1. To act upon the recommendation of the Superintendent to approve the placement of the Committee on Preschool Special Education and the Committee on Special Education:
  - 10.1.1.1. Placement dates - March 16, 2024 through April 5, 2024 for student numbers: 9618, 9939, 10008, 8958, 10080, 9896, 10120, 9549, 9937, 10210, 10160, 7028, 7732, 9913, 9818, 10161, 10097.

Moved: *Brad Cole*

Seconded: *John Frederick*

Approved: *5-0*

**11. EXECUTIVE SESSION.**

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

*To discuss Superintendent's Evaluation.*

Moved: *Brittany Gibson*

Seconded: *Brad Cole*

Approved: *5-0*

**12. ADJOURNMENT.**

- 12.1. A motion was offered to adjourn at 7:26 pm.

Moved: *Brittany Gibson*

Seconded: *Brad Cole*

Approved: *5-0*

**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*