

HADLEY- LUZERNE CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR MEETING  
OCTOBER 15, 2018



STUART M. TOWNSEND ES LGI 6:30 pm

MINUTES

Meeting Place: Stuart M. Townsend Elementary School, LGI  
Members Present: Mrs. Visscher, Mrs. Braico, Mr. Novotarski, Mrs. Hoffman  
Members Absent: Mr. Moulton  
Others in Attendance: Superintendent – Beecher Baker, School Business Administrator-T. Gregory Dale, Junior-Senior HS Principal-Burgess Ovitt, Director of Special Education-Jennifer Sanford, ES Principal-Jonathan Baker and 11+ others.

CALL TO ORDER

Vice President Visscher called the meeting to order at 6:30 pm.

PLEDGE OF ALLEGIANCE

CORRESPONDENCE

None

PRESENTATION/DISCUSSION/ADMINISTRATIVE COMMENTS

The board members were recognized by Mr. Beecher Baker and thanked for their service to our district. They received small tokens and gifts of appreciation from the district and HLPTSA.

Independent Audit Report Presentation- Mr. Dale gave the board a presentation on the attached audit and noted the highlights. The audit report found no major issues and the management correction letter is included. Both are included in the resolution to accept.

OLD BUSINESS

Board Meeting Minutes

Motion by Mrs. Hoffman

Resolution #43

Recommended by the superintendent to approve the September 17, 2018 regular meeting minutes.

Seconded by Mrs. Braico

Yes: 4      No: 0      Abstain: 0

*Motion Carried*

NEW BUSINESS

HUDSON HEADWATERS PHYSICIAN AGREEMENT

Motion by Mrs. Braico

Resolution #44

As recommended by the superintendent - BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District to accept the agreement between the District and Hudson Headwaters as provider of the school physician and related services for the 2018-2019 school year and terms within.

Seconded by Mr. Novotarski

Yes: 4      No: 0      Abstain: 0

*Motion Carried*

CONTRACT WITH INDEPENDENT CONTRACTOR WILK

Motion by Mrs. Hoffman

Resolution #45

As recommended by the superintendent - BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District to accept the contract between the District and Steve Wilk to provide special education consultant services effective for the 2018-2019 school year.

Seconded by Mrs. Braico

Yes: 4          No: 0          Abstain: 0

*Motion Carried*

ADOPTION OF THE STATE OF NEW YORK DEFERRED COMPENSATION PLAN

Motion by Mr. Novotarski

Resolution #46

WHEREAS, the Hadley-Luzerne CSD wishes to adopt the Deferred Compensation Plan for Employees of the State of New York and Other Participating Public Jurisdictions (the "Plan") for voluntary participation of all eligible employees; and

WHEREAS, the Hadley-Luzerne CSD is a local public employer eligible to adopt the Plan pursuant to Section 5 of the State Finance Law\* and

WHEREAS, the Hadley-Luzerne CSD has reviewed the Plan established in accordance with Section 457 of the Internal Revenue Code and Section 5 of the State Finance Law of the State of New York; and

WHEREAS, the purpose of the Plan is to encourage employees to make and continue careers with the Hadley-Luzerne CSD by providing eligible employees with a convenient and tax-favored method of saving on a regular and long-term basis and thereby provide for their retirement;

NOW, THEREFORE, it is hereby: RESOLVED, that the Hadley-Luzerne CSD hereby adopts the Plan for the voluntary participation of all eligible employees; and it is further RESOLVED, that the appropriate officials of the Hadley-Luzerne CSD are hereby authorized to take such actions and enter such agreements as are required or necessary for the adoption, implementation, and maintenance of the Plan; and it is further RESOLVED, that the Administrative Services Agency is hereby authorized to file copies of these resolutions and other required documents with the President of the State of New York Civil Service Commission.

Seconded by Mrs. Hoffman

Yes: 4          No: 0          Abstain: 0

*Motion Carried*

EXTERNAL AUDIT REPORT

Motion by Mrs. Hoffman

Resolution #47

Resolved, that, upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts the 2017-18 External Audit Report and approves the District's response thereto.

Seconded by Mrs. Braico

Yes: 4          No: 0          Abstain: 0

*Motion Carried*

PERSONNEL  
RESIGNATIONS

Motion by Mrs. Braico

Amy MacEwan

Resolution #48

BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District to accept the resignation of Amy MacEwan, from the position of Special Education Teacher, effective November 6, 2018.

Kathleen Jones  
Resolution #49

BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District to accept the resignation of Kathleen Jones, from the extra-curricular position of 9<sup>th</sup> Grade Class Advisor.

Teaching Assistant – Ashley York  
Resolution #50

BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District to accept, the resignation of Ashley York, from the position of part time Teaching Assistant, effective September 30, 2018.

School Monitor – Lonnie Willett  
Resolution #51

BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District to accept, the resignation of Lonnie Willett, from the position of part time School Monitor, effective September 24, 2018.

Head Cook – Erin Barger  
Resolution #52

BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District to accept, the resignation of Erin Barger, from the position of full time (10 mo.) Head Cook, effective October 2, 2018.

Seconded by Mr. Novotarski followed by a brief discussion regarding the application process for extra-curricular positions.

Yes: 4          No: 0          Abstain: 0

*Motion Carried*

#### APPOINTMENTS– HLTA

Full Time Music Teacher – Michaela Trackey

Motion by Mrs. Hoffman

Resolution #53

BE IT RESOLVED, that the Board of Education of the Hadley-Luzerne School District hereby accepts the recommendation of Superintendent, Beecher Baker Sr. to appoint Michaela Trackey to a four (4) year probationary appointment as a full time Music Teacher, due to a retirement, in the Music tenure area commencing October 16, 2018 and ending October 15, 2022. Michaela will be placed on Step 1B (\$36,229.50 = prorated salary) of the 2018-2019 salary schedule, as contained in the collective bargaining agreement between the district and the Hadley-Luzerne Teachers' Association. A necessary factor in consideration for tenure at the end of this probationary appointment will be receipt of all professional certifications and fulfillment of all requirements as set by the New York State Education Department for Music instruction. Michaela currently holds an initial NYSED certification in Music.

Seconded by Mr. Novotarski followed by an introduction by Mr. Beecher Baker of Michaela and her family.

Yes: 4          No: 0          Abstain: 0

*Motion Carried*

Extra-Curricular (1 of 2)

Motion by Mrs. Braico

Resolution #54

As recommended by the superintendent, BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District that the following persons be granted appointment to the positions below according to the HLTA Agreement; such appointment(s) and the employment of the following individual are subject to termination upon written notice from the board of education.

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Stipend</u>
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Brandon Allen	Chaperone/Scorekeeper	2018-2019 school year	\$60 per event
Brandon Allen	Shot Clock Operator	2018-2019 school year	\$45 per event
Todd Woodcock	Chaperone/Scorekeeper	2018-2019 school year	\$60 per event
Todd Woodcock	Shot Clock Operator	2018-2019 school year	\$45 per event
Michaela Trackey	Chaperone/Scorekeeper	2018-2019 school year	\$60 per event

Seconded by Mrs. Hoffman to table these appointments until there is a job description and clear expectations for each.

Yes: 4      No: 0      Abstain: 0

*Motion Carried & TABLED TO NOVEMBER or later.*

Extra-Curricular (2 of 2)

Motion by Mrs. Briaco

Resolution #54

As recommended by the superintendent, BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District that the following person be granted appointment to the position below according to the HLTA Agreement; such appointment and the employment of the following individual is subject to termination upon written notice from the board of education.

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Stipend</u>
Julie Canavan	7 <sup>th</sup> Period Class	10/1 to 6/30/19 school year	\$1700 prorated

Seconded by Mrs. Hoffman

Yes: 4      No: 0      Abstain: 0

*Motion Carried*

APPOINTMENTS-CSEA

Motion by Mr. Novotarski

Teaching Assistant (Provisional Aide) (PT 10 mo.) – Jennifer Robinson

Resolution #55

As recommended by the superintendent - BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District that Jennifer Robinson be appointed to a six month probationary period according to Warren County Civil Service requirements, as a part time Teacher Aide, due to a resignation, according to the terms and wage (\$11.11 per hour) as stated in the CSEA agreement, and is reportable to Warren County Civil Service, effective October 9, 2018, pending her clearance.

Jennifer's probationary period shall begin on October 9, 2018 and end on April 8, 2019. The appointment is provisional pending Mrs. Robinson's receipt of a NYS Teaching Assistant Level I and fulfillment of all NYSED requirements for the position (Mrs. Robinson holds an Associate's Degree.) The date the district is given proof of certification, Jennifer will be promoted to a Teaching Assistant at the rate stated in the CSEA agreement and continue her probationary period. At the end of her probationary period the board authorizes she be granted permanent appointment with written approval from the immediate supervisor, Jonathan Baker.

School Monitor (PT 10 mo.) – Todd Woodcock

Resolution #56

As recommended by the Superintendent - BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District that Todd Woodcock be appointed to a six month probationary period as a part time School Monitor (due to Mr. Willett returning to volunteer status), according to the terms and wage (\$11.11 per hour) as stated in the CSEA agreement, and is reportable to Warren County Civil Service, effective September 24, 2018. Todd's probationary period shall begin on September 24, 2018 and end on April 23, 2019, at which time the board authorizes he be granted permanent appointment with written approval from the immediate supervisor, Burgess Ovitt.

Aide (PT 10 mo.) – Christina Myers

Resolution #57

As recommended by the Superintendent - BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District that Christina Myers be appointed to a six month probationary period as a part time Aide, due to a special education need, according to the terms and wage (\$11.11 per hour)

as stated in the CSEA agreement, and is reportable to Warren County Civil Service, effective September 25, 2018. Christina's probationary period shall begin on September 25, 2018 and end on April 24, 2019, at which time the board authorizes she be granted permanent appointment with written approval from the immediate supervisor, Jennifer Sanford.

Aide (PT 10 mo.) – Abigail Mitchell

Resolution #58

As recommended by the Superintendent - BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District that Abigail be appointed to a six month probationary period as a part time Aide, due to a special education need, according to the terms and wage (\$11.11 per hour) as stated in the CSEA agreement, and is reportable to Warren County Civil Service, effective October 1, 2018. Abigail's probationary period shall begin on October 1, 2018 and end on April 30, 2019, at which time the board authorizes she be granted permanent appointment with written approval from the immediate supervisor, Jennifer Sanford.

Head Cook (FT 10 mo.) – Courtney Scheff

Resolution #59

As recommended by the superintendent - BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District that Courtney be appointed (promoted) to a six month probationary period according to Warren County Civil Service requirements, as a full time Head Cook, due to a resignation, for the hourly wage (\$12.97 per hour) as stated in the CSEA agreement, and is reportable to Warren County Civil Service, effective October 16, 2018. Courtney's probationary period shall begin on October 16, 2018 and end on April 15, 2019, at which time the board authorizes she be granted permanent appointment with written approval from the immediate supervisor, Megan Beck.

Seconded by Mrs. Hoffman

Yes: 4      No: 0      Abstain: 0

*Motion Carried*

**APPOINTMENTS-OTHER**

Motion by Mrs. Braico

Resolution #60

As recommended by the superintendent, BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District that the following persons be granted appointment to the positions below which are reportable to Warren County Civil Service:

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Wage</u>
Andrew Palmatier	Sub Bus Driver	October 16, 2018	\$15.16 per hour
Linda Hayes	Sub Bus Driver	October 16, 2018	\$15.16 per hour
Linda LaFountain	Sub Food Service Helper	September 24, 2018	\$10.40 per hour

Seconded by Mrs. Hoffman

Yes: 4      No: 0      Abstain: 0

*Motion Carried*

**SCHEDULE OF BILLS**

Motion by Mrs. Hoffman

Resolution #61

As recommended by the superintendent - accept warrants #10 (\$107,105.59), #11 (\$106,071.22), #12 (\$530,947.67) #13(\$111,682.57).

Seconded by Mr. Novotarski

Yes: 4      No: 0      Abstain: 0

*Motion Carried*

**DISTRICT TREASURER'S REPORT**

Motion by Mrs. Braico

Resolution #62

As recommended by the superintendent, for the board of education to accept the August 2018 District Treasurer's Report.

Seconded by Mr. Novotarski

Yes: 4      No: 0      Abstain: 0

*Motion Carried*

PUBLIC/STUDENT COMMENTS

*Michaela Trackey questioned if the appointment tabled would affect her as she has an upcoming music festival.*

ADMINISTRATIVE/BOARD COMMENTS

The board members were thanked again by everyone.

The superintendent training group was introduced.

Ms. Trackey was welcomed.

ADJOURNMENT

Motion by Mrs. Hoffman to adjourn the meeting at 6:51pm

Seconded by Mr. Novotarski

Yes: 4      No: 0      Abstain: 0

*Motion Carried*

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*Respectfully Submitted by Regina York, District Clerk*