

HADLEY- LUZERNE CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION COMMITTEE/REGULAR MEETING
February 25, 2019



STUART M. TOWNSEND ES LGI 6:30 pm

MINUTES

Meeting Place: Stuart M. Townsend Elementary School, LGI
Members Present: Mrs. Visscher, Mr. Novotarski, Mrs. Hoffman, Mrs. Braico
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, School Resource Officer-Mortimer Keane and 10+ 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

Trap Shooting Club – James Kneeshaw informed the board of details regarding the trap shooting club. The location will be at the range in Saratoga and Hudson Falls-as part of the NYS Trap League & Southern Adirondack Clay Association. There is a membership fee paid by the students' family. The league holds insurance which covers the students and league members. Mr. Kneeshaw requested a process to provide funding for students who are unable to come up with the membership fee (currently \$200). Mr. Baker noted that he will provide solutions for such funds. Members must have taken the NYS Hunter Safety Course and must have a range course as well. Safety will be priority one. Trap shooting was defined and is similar to skeet shooting but is much more controlled. There is always a safety officer and 3 adults with student members at all times. Many area schools are already enrolled in the program. Guns are student owned and can be used after thorough inspection in addition to a few guns that are owned by the Southern Adirondack Clay Association who has provided a safe for the firearms and ammo to be held in. Currently there are 10 students interested for the 9-12th grade program. Eye and ear protection is required and budgeted for. Mr. Kneeshaw is asking for \$2,500 from the district to get the program up and running. This is a one-time amount in addition to the district providing ongoing transportation – one way. There was discussion regarding membership policy and procedures so the guidelines are clear and concise as to the membership criteria. Mr. Kneeshaw will provide a link to the board members for more information.

Establish Trap Shooting Club and Account

Motion by Mrs. Hoffman

Resolution #129

BE IT RESOLVED, that the Board of Education of the Hadley-Luzerne School District hereby accepts the recommendation of Superintendent and approves the creation of a Trap Shooting Club.

Be It Further Resolved an extra-curricular club account be established.

Seconded by Mr. Novotarski

Yes: 4 No: 0 Abstain: 0

Motion Carried

DISCUSSION ON LUZERNE PUBLIC LIBRARY

Attorney J. Lawrence Paltowitz, Esq. informed the board he had been notified by Robert Scofield, attorney for the current Luzerne Public Library, that they are exploring how to become a "School District Public Library". He explained that public libraries have a choice under NYS Law to become either a Municipal Library, such as Crandall Library, or to become a Public School Library. In order to establish this, a public vote would need to be held. They are asking for the Public School Library establishment. Therefore, our school would have to hold, and run the vote and our school district would have to have another line item on the school tax bill in order to collect those taxes for such purpose should this be approved by the voters. The school district cannot object to have the vote if the proper procedures are followed and the school district has no control over the use of those funds at the public library. There were discussions regarding the tax rate, the current public school library of Stony Creek, the timing of the vote and the reasons they are choosing to take the public school library route rather than choosing the municipal library process.

DEPARTMENT REPORTS

Athletics – Gary Wilson reviewed the attached outline. It was requested that an athletic meeting be scheduled.

Technology – Scot Carpenter reviewed the attached outline.

Cafeteria –Jaclyn Adler reviewed the attached outline and she provided the following:

I accomplished two goals during the month of January. I attended the Food Service Manager Servsafe program and passed the exam. Also, a representative from Titan School Solutions visited the school district and presented information to cafeteria staff, as well as the IT department. They are in the beginning stages of working with NERIC in order to be able to offer their services more widely in this area. The Foodservice Department experienced increased participation and revenue during the past three months. Junior-high student meal counts rose twenty-one percent and high school meal counts are trending fifteen percent higher. We began offering new salads on a weekly rotation after a survey was sent out to obtain faculty and staff input. As a result of adding this new item, adult participation has more than doubled. In addition to the new salads being offered to both adults and students, the food service program has also been working on increasing the number of scratch-made meals. The elementary school debuted a fiesta chicken bowl and barbecue chicken sandwich earlier this month and the high school has offered pork carnitas, the same chicken fajita bowl, beef gyros with homemade tzatziki sauce, Idaho Nachos, a buffalo chicken baked potato, warm cinnamon apples, and flatbread pizzas. March will continue to be a busy month for us. Our New York State audit is scheduled for the first week of the month. Additionally, Servsafe certification is planned for the cook at each school. We have two special theme days coming up - the elementary school will be celebrating Dr. Seuss' birthday on the 4th and both schools will have stadium-style lunches in honor of the opening day of baseball season. We will be introducing smoothies to K-6 in March, as well as honey mustard chicken melt sandwiches. The junior-senior high school students will be able to try chicken fajita wraps, scratch-made calzones, and chicken bacon ranch quesadillas. Both cafeterias will be rolling out a new sampler platter special and meatball sliders. Finally, we are starting a trial of an afterschool snack program. This will run during the first twenty minutes of tenth period for two weeks and continue if there is enough student participation. Our biggest excitement, however, is the introduction of new lunch trays, pending approval. We are excited to offer students a more convenient way to receive their lunches. The food service program has several goals moving forward. Our first focus is on increasing participation. We would like to see a higher percentage of students taking advantage of our School Breakfast Program before they start the school day. Another priority is increasing usage of the breakfast and lunch programs by students enrolled in the free and reduced program. We will continue to seek feedback from students, faculty, and staff in order to increase their participation in our meal programs. The second focus for the food service program is increasing scratch-made food production. However, this will entail seeking out approval for grants in order to obtain the proper equipment, as there is some updating necessary to move towards a mix of ready-made and homemade foods. We have a new produce vendor, Antonucci Foods, who will be delivering fresh fruits and vegetables weekly. They offer a wide variety of products that will increase our options on the lunch line. In the future, their large number of options will allow us to hold "try it" days, where students can sample fruits and vegetables they may not have seen before. Titan School Solutions is a company that offers the most current technology for point of sale systems. If they are able to obtain competitive pricing, utilizing Titan has the capability of allowing families to set up online accounts where they can apply for free and reduced lunch, monitor their students' transactions, and add money to accounts. This has the potential to increase participation in the free and reduced program by allowing them the privacy and ease of an online application, as opposed to the paper model we currently use. There is also the potential for time and labor cost-savings as related to inventory and ordering. Finally, the food service program hopes to partner with teachers, particularly in the elementary school, to offer nutrition education as outlined in the wellness policy.

Buildings & Grounds – Brian Gereau covered the attached outline with an update by Duane Moulton on the Capital Project progress.

Transportation – Ricky McFarlane just came back from a conference, he will need a 70 x 300 ft. space for bus driver trainings. In 2021 the 3 point seatbelts are to be required on school buses which mean we can only put two high school students in a seat. This may affect the number of bus routes. Current training is changing with talk of including monitor physicals. There is talk of lowering the requirements for bus drivers. There is a new foster care act in addition to the McKinney-Vento Act (Homeless Assistance). Currently we are using all the vehicles available. There is an expected increase in transportation audits since the number of auditors with DOT has increased state wide.

At this time the board allowed Mr. Matt Hanlon to give his public comments: He is the son of Mr. Joseph Hanlon and he wanted to thank the board and administration for how well his Dad was treated by all.

Special Education – Jennifer Sanford reported they are working on the new software rollover. Teachers have received training and the new secretary is working out well. Tomorrow is the start of the annual review meetings. We have a high number of special education students coming in to Kindergarten and we are looking at outsourcing at a cost of \$750,000. Programs for behavior issues are estimated to cost \$113,000. The goal is to keep these students in their home district if that is what is best to help students reach their full potential. There was discussion regarding classroom disruption, self-contained classes, professional development, teaching assistant and aide qualifications, pay and training. There was discussion regarding the special education budget for next year, the process for Medicaid billing and stacs. Mr. Dale noted unfortunately those funds are on a year lag to receive.

BOE COMMITTEE REPRESENTATIVES (Additional comments)

Athletics – Mary Visscher - a meeting will be set up.

Negotiations – Mary Visscher – currently working on the administrators contract.

Finance/Audit – Susan Hoffman and Lia Braico – have met and gone over the budget with discussions on the needs of special education students.

Scholarship – Susan Hoffman – A meeting is scheduled in April.

Technology – Lia Braico – have met and are trying to increase computer access to students and have tablets in all rooms.

Facilities/Buildings and Grounds – Gregory Novotarski - currently conducting a study on the Queen Anne buildings and how much it costs to run with possible closure.

Policy – Mary Visscher and Susan Hoffman – the most recent policy updates were on the last agenda and this agenda for approval.

OLD BUSINESS

POLICY SECOND/FINAL READINGS

Motion by Mr. Novotarski

Resolution #130

BE IT RESOLVED, that the Board of Education of the Hadley-Luzerne School District hereby accepts the recommendation of Superintendent, Beecher Baker Sr. to accept the Second and Final Reading of the following policies and implement immediately:

- 8230 Counseling and Guidance Programs
- 5761 Alcohol and Drug Testing of Bus Drivers
- 5662 (new) Charging Meals – No Shaming

Seconded by Mrs. Hoffman

Yes: 4 No: 0 Abstain: 0

Motion Carried

Board Meeting Minutes

Motion by Mrs. Braico

Resolution #131

Recommended by the Superintendent, to approve the January 28, 2019 regular meeting minutes.

Seconded by Mrs. Hoffman

Yes: 4 No: 0 Abstain: 0

Motion Carried

PERSONNEL

RESIGNATIONS

School Psychologist (PT) – Karen Piscitelli

Motion by Mrs. Hoffman

Resolution #132

BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District to accept with appreciation the resignation from part time (.5 FTE) School Psychologist, Karen Piscitelli, effective March 1, 2019.

Seconded by Mr. Novotarski

Yes: 4 No: 0 Abstain: 0

Motion Carried

APPOINTMENTS - HLTA

Extra-Curricular

Motion by Mrs. Braico

Resolution #133

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 individuals are subject to termination upon written notice from the board of education and will receive the job (description) expectation for the corresponding position from their immediate supervisor.

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Stipend</u>
Jonathan Granger	Chaperone/Scorekeeper	2018-2019 school year	\$60 per event
Jonathan Granger	Concerts/Parades	2018-2019 school year	\$175 per event
Jonathan Granger	Music Festivals	2018-2019 school year	\$250 per event
Sharon O'Neil	6 th Period SPED	12/20/2018-6/30/2019	\$937.75

Seconded by Mrs. Hoffman

Yes: 4 No: 0 Abstain: 0

Motion Carried

APPOINTMENTS - OTHER

SASTA

Long Duration Substitute Part Time .6 FTE Music Teacher – Jonathan Granger

Motion by Mrs. Braico

Resolution #134

As recommended by the Superintendent, BE IT RESOLVED, by the Board of Education of the Hadley-Luzerne Central School District, that Jonathan Granger be granted appointment to the position of temporary long duration substitute as a temporary part time .6 FTE Music Teacher effective February 4, 2019 due to a leave, as outlined in Article VII (3.2 & 4.) of the collective bargaining agreement between the district and the Southern Adirondack Substitute Teacher Alliance, New York State United Teachers, AFT, AFL-CIO Association. Jonathan's salary will be \$137.24 per diem (.6FTE 1/200th of Step 5A of the HLTA agreement).

Seconded by Mrs. Hoffman

Yes: 4 No: 0 Abstain: 0

Motion Carried

Substitutes/Election Workers

Motion by Mr. Novotarski

Resolution #135

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:

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Wage</u>
Victoria Allen	Sub Food Service Helper	February 25, 2019	\$11.10 per hour
Ethan Millis	Sub Cleaner	February 6, 2019	\$11.10 per hour
Wayne Waite	Chief Election Inspector	May 21, 2019	\$300
Wayne Waite	Machine Set Up/Inspection	May 15, 2019	\$100
Forest Hartley	Chief Election Inspector	May 21, 2019	\$300
Forest Hartley	Machine Set Up/Inspection	May 15, 2019	\$100
Darcey Hastings	Election Inspector/Registration	May 21, 2019	Reg. Hrly. Wage
Patricia Olsen	Election Inspector/Registration	May 21, 2019	Reg. Hrly. Wage
Mara Spotswood	Election Worker	May 21, 2019	Reg. Hrly. Wage
Tracy Ziegler	Election Worker	May 21, 2019	Reg. Hrly. Wage
Antoinette Lombardi	Election Worker	May 21, 2019	Reg. Hrly. Wage
Victoria Allen	Election Worker	May 21, 2019	Reg. Hrly. Wage
Karen Lionarons	Sub Election Worker	May 21, 2019	Reg. Hrly. Wage

Seconded by Mrs. Hoffman

Yes: 4 No: 0 Abstain: 0

Motion Carried

CSEA LEAVE OF ABSENCE

Food Service Helper, Bobbi Jo Barber – Unpaid Leave of Absence

Motion by Mrs. Braico

Resolution #136

BE IT RESOLVED, that the Board of Education of the Hadley-Luzerne Central School District hereby approves the request for an unpaid leave of absence for personal business requested by, Food Service Helper, Bobbi Jo Barber, for five (5) days, March 18-22, 2019 as an unpaid leave;

Pursuant to the CSEA Agreement Article XVII – Other Leave, Section 2.

Seconded by Mrs. Hoffman

Yes: 4 No: 0 Abstain: 0

Motion Carried

SCHEDULE OF BILLS (ACTION) (PA)

Resolution #137

Motion by Mr. Novotarski

As recommended by the Superintendent - accept warrants #34 (\$113,005.27), #35 (\$631,378.67), #36 (\$36,144.41).

Seconded by Mrs. Hoffman

Yes: 4 No: 0 Abstain: 0

Motion Carried

DISTRICT TREASURER’S REPORT (ACTION) (PA)

Motion by Mrs. Braico

Resolution #138

As recommended by the Superintendent, for the board of education to accept the December 2018 District Treasurer’s Report.

Seconded by Mrs. Hoffman

Yes: 4 No: 0 Abstain: 0

Motion Carried

CSE RECOMMENDATIONS

Motion by Mrs. Hoffman

Resolution #139

As recommended by the Superintendent, for the board of education to accept the CSE recommendations dated 2/25/2019.

Seconded by Mrs. Braico

Yes: 4

No: 0

Abstain: 0

Motion Carried

PUBLIC/STUDENT COMMENTS

None

ADMINISTRATIVE/BOARD COMMENTS

The Mini Marathon was very successful and raised almost \$20,000.00.

We have our new public relations person on board and we now have a Facebook page and twitter account up and running by her.

Mr. Dale reported that the preliminary budget has a gap of \$800,000.00, at the current tax increase of 2.2% but they are currently reviewing the budget line by line and will work on lowering the percentage. Part of the increase is due to building aid going down with cause's state aid to go down. There was discussion regarding the funds in the reserves but Mr. Dale noted that would be a short term solution to a long term problem and adjusting the budget would be what is best. Currently they are working on bridging that gap for the Capital Project and he will also know what our tax cap is at the end of this week.

ADJOURNMENT

Motion by Mrs. Hoffman to adjourn the meeting at 8:28pm.

Seconded by Mr. Novotarski

Yes: 4

No: 0

Abstain: 0

Motion Carried

Respectfully Submitted by Regina York, District Clerk