

**JORDAN-ELBRIDGE CENTRAL SCHOOL DISTRICT**  
**REGULAR MEETING MINUTES**  
**WEDNESDAY, DECEMBER 1, 2021**

BOARD MEMBERS PRESENT (via roll call)

Mrs. Guerrette  
Mrs. May  
Mr. Moulding  
Mr. Yard

BOARD MEMBERS ABSENT (via roll call)

Dr. Childres (excused)  
Mrs. Gustafson (excused)  
Mrs. Long (excused)

STUDENT REPRESENTATIVES (via roll call)

Lexi DelFavero  
Valerie Reith (absent)  
Elora Kunz (absent)

ALSO PRESENT

RJ Hartwell, Assistant Superintendent for Business and Finance  
Brian Kelly, School Resource Officer  
Vinny Smith, Director of Facilities II  
Lisa Fellows, Elbridge Elementary Special Education Teacher  
Brooke Bastian, Elbridge Elementary Principal  
Nina Baker, Director of Curriculum, Instruction & Intermediate Education  
Steve Mendrek, Director of Technology  
Audience also included staff and community members

**Organization**

Mrs. Guerrette called the regular meeting, held at Elbridge Elementary in the Cafeteria, at 6:31 PM.

Mrs. Fall took roll call.

Mrs. Guerrette reviewed the emergency exit procedures and led the Pledge of Allegiance.

**Student Representatives' Report and Celebrations**

Student representative Lexi DelFavero remarked that the high school inducted 14 science honor society students, the fall play *Clue* went well, winter sports, drumline and winter guard have begun and boys basketball has their first game tonight. Ms. DelFavero shared a positivity project was to create a bravery wall where notes are placed sharing brave acts made by students, and students wrote notes to service members for the holidays. The holiday band concert at the high school will be December 7 and plans for a winter pep rally the day before Christmas break are in the works. At Elbridge, Ms. DelFavero remarked that SOAR will do a weekly raffle, which will now include many bigger ticket items for students to work towards and students can submit tickets to win lunch with the principal, do morning announcements and extra recess. At JEDIS, Ms. DelFavero reported that 15 more student pictures have been added to their wall of positivity, they collected a record number of donations for the Thanksgiving food drive, students enjoyed a new experience in the lunchroom that offered more food choices and a door decorating contest has begun to get into the holiday spirit.

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**BOE Announcements / Special Events / Topics for Discussion/ Review of follow-up items**

Mr. Froio indicated that the district is excited about launching an integrated sports program, which will allow our special education students to participate in interscholastic sports and will be mentored by high school students.

Mr. Froio shared that for the first time in two years the Kindergarten concert will be held at the High School in the Auditorium on December 9 at 6:30 PM.

Mr. Froio remarked that a holiday toy drive might take place this year due to the generous toy donations from P.E.A.C.E. once again, and will send out a school messenger to see if folks are in need and/ or interested.

**Presentations/Administrative Reports**

Ms. Bastian, Elbridge Elementary Principal, gave a slideshow presentation relative to Elbridge Elementary and the Great Reading Program. Mrs. Bastian also thanked Eliza Lennon, our Communications Specialist for her help in creating said slideshow. Please see the attached slideshow for detailed information.

Mr. Hartwell, Assistant Superintendent for Business and Finance, gave the Board of brief overview of how Board Docs works and highlighted the multiple handy features this new program provides.

**Approval of Minutes**

Motion by Mrs. May and Seconded by Mr. Yard, **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Jordan-Elbridge Central School District **approve** the **minutes** of the **regular meeting** held **November 3, 2021**.

Motion carried 4-0-0.

**Consent Agenda**

Motion by Mr. Yard and Seconded by Mr. Moulding, **BE IT RESOLVED:**

**264.22** The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **acknowledge receipt of the Committee on Special Education and Committee on Preschool Special Education.**

**265.22** The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **add the following individuals to the 2021-22 Per Diem Substitute Lists:**

- **Kevin Cook- Certified Teacher \*start date 11/12/21**
- **Julia Alexander- Teaching Assistant & Non-Certified Teacher \*start date 11/10/21**
- **Jennifer Nelson- Bus Dispatcher \*start date 10/1/21**
- **Aprile Richart- Nurse**
- **Adreana Smith- Teacher Aide \*start date 11/29/21**

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- 266.22 The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **accept the Treasurer’s Cash report for October 2021.**
- 267.22 The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **accept the Budget Status report for October 2021.**
- 268.22 The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **accept the Extra-Classroom Activity reports for the period ending October 31, 2021.**
- 269.22 The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **approve the Accounts Payable Claims Auditor report for November 2021.**
- 270.22 The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **accept the retirement of Wayne Houde, Custodial Worker, effective January 3, 2022.**
- 271.22 The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **accept the resignation of Dena Kantak, Administrative Aide, effective November 24, 2021.**
- 272.22 The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **appoint the following Club/Class/Activity Advisor as indicated below for the 2021-2022 school year, to be prorated over actual time worked, in accordance with the terms and conditions of the current agreement between the Jordan-Elbridge Teachers’ Association and the Jordan-Elbridge Central School District:**

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Meghan Voit	Junior Class Advisor	\$1,644.00

- 273.22 The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **appoint the following coach as indicated below, for the 2021-2022 school year, to be prorated over actual time worked, in accord with the terms and conditions of the current agreement between the Jordan-Elbridge Teachers’ Association and the Jordan-Elbridge Central Schools:**

<u>Name</u>	<u>Position</u>	<u>Stipend</u>	<u>Weeks</u>
Samuel Hatem	Assistant Varsity Boys’ Lacrosse Coach	\$5,050.00	10

- 274.22 The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **acknowledge the following district level administrative internship to begin on October 4, 2021 and continue until June 24, 2022:**

<u>Supervisor</u>	<u>Intern</u>
Dan Stadtmiller	Chad Newton

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275.22 The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **acknowledge the following student teacher to begin on January 24, 2022 and continue until March 18, 2022:**

<u>Teacher</u>	<u>Position</u>	<u>Building</u>	<u>Student Teacher</u>
Bethany Mastronardi	Special Education	JEDIS	Patricia Brooks

276.22 The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **appoint the following individuals as Marching/Field Band Staff for the 2021-22 season, pro-rated over actual time worked, to be remunerated as follows:**

<u>Name</u>	<u>Assignment</u>	<u>Stipend</u>
Kristin Crowley	Winter Guard Director	\$3,000.00
Kayla Crowley	Winter Guard Assistant Director	\$2,500.00
Abigail Shafer	Varsity Winter Guard Tech.	\$1,000.00
Dan English	Indoor Percussion Director	\$3,000.00
Matt Frost	IPE Pit Tech.	\$1,000.00
Aaron McShane	IPE Operations	\$ 750.00

Mr. Froio shared that Chad Newton started as a permanent sub for us, is PE certified, and is pursuing his administrative degree. Mr. Froio added that they allowed said individual to intern for Mr. Stadtmiller and that he is doing a nice job.

Motion carried 4-0-0.

**Items for Board action**

277.22 Motion by Mr. Yard and Seconded by Mr. Moulding, **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Jordan-Elbridge Central School District **approve the following budget transfers for 2021-22 school year:**

Budget code	Description	\$ Increase/(Decrease)
A2110.127-20-000	Reg School-TA Salaries-Gr 6-MS	\$18,000.00
A2110.127-10-000	Reg School-TA Salaries-Gr K-3-EE	(\$18,000.00)

Adjust TA payroll costs

Motion carried 4-0-0.

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- 278.22** Motion by Mrs. May and Seconded by Mr. Moulding, **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Jordan-Elbridge Central School District **create one (1) 1.0 F.T.E. Bus Attendant position.**

Mr. Froio shared that these positions allow us flexibility to bring in additional folks if we need them for transportation.

Motion carried 4-0-0.

- 279.22** Motion by Mr. Yard and Seconded by Mrs. May, **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Jordan-Elbridge Central School District **create two (2) 0.33 F.T.E. School Monitor positions.**

Mrs. May asked if these were lunch monitors. Mr. Hartwell said yes, they are needed because students are spread out in multiple places due to COVID guidelines.

Motion carried 4-0-0.

- 280.22** Motion by Mrs. May and Seconded by Mr. Yard, **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education and the Jordan-Elbridge Central School District, **and subject to the applicable Civil Service Law and Rules, that the Board of Education hereby appoints Andrew Rothenburg to the position of School Monitor (FTE .33), in the Exempt Civil Service position, at an hourly rate of \$13.20, for actual time worked, in the Non-Represented group, with a 52 week probationary appointment beginning November 15, 2021.**

Motion carried 4-0-0.

- 281.22** Motion by Mr. Yard and Seconded by Mrs. May, **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Jordan-Elbridge Central School District, **and subject to the applicable Civil Service Law and Rules, the Board of Education hereby appoints Andrew Rothenburg to the position of Bus Attendant, in the Non-Competitive Civil Service position, at an hourly rate of \$18.23, in the Transportation Local group, with a 52 week probationary appointment beginning on November 15, 2021.**

Motion carried 4-0-0.

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**282.22** Motion by Mr. Yard and Seconded by Mrs. May, **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Jordan-Elbridge Central School District, **and subject to the applicable Civil Service Law and Rules, the Board of Education hereby appoints Megan Hatt to the position of Bus Attendant, in the Non-Competitive Civil Service position, at an hourly rate of \$18.23, in the Transportation Local group, with a 52 week probationary appointment beginning on December 2, 2021.**

Motion carried 4-0-0.

**283.22** Motion by Mrs. May and Seconded by Mr. Yard, **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Jordan-Elbridge Central School District **accept the resignation of Jade Hotchkiss, Driver/Messenger, effective November 30, 2021, and subject to the applicable Civil Service Law and Rules, the Board of Education hereby appoints Jade Hotchkiss to the position of Administrative Aide, in the Competitive Civil Service position, at an hourly rate of \$17.99, for 2,080 hours per year, pro rated over actual time worked, in the Non-Represented group, with a provisional appointment beginning December 1, 2021, and accept the terms and conditions of employment as Administrative Aide. This position is considered confidential.**

Mr. Froio indicated that this individual has worked for us in various capacities for a long time, expressed a lot interest in this position and added that he is excited to have her on board.

Motion carried 4-0-0.

**284.22** Motion by Mr. Yard and Seconded by Mrs. May, **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Jordan-Elbridge Central School District, **and subject to the applicable Civil Service Law and Rules, the Board of Education hereby appoints Katherine Oleksak to the position of Driver/Messenger, in the Non-Competitive Civil Service position, at an hourly rate of \$15.50 in the Non-Represented group, with a 52 week probationary appointment beginning November 29, 2021.**

Mr. Moulding asked for a job description for the Driver/Messenger. Mr. Froio shared that the Driver/Messenger shuttles mail to and from buildings, BOCES and recently started delivering COVID tests to a lab in Syracuse, in addition to checking all the goods in that are delivered district-wide.

Motion carried 4-0-0.

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**285.22** Motion by Mrs. May and Seconded by Mr. Yard, **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Jordan-Elbridge Central School District, **and subject to the applicable Civil Service Law and Rules, the Board of Education hereby appoints Robert Bastable to the position of Custodial Worker I, in the Labor Civil Service position, at an hourly rate of \$13.20, for 2,080 hours per year, pro-rated over actual time worked, in the Local 200 union group, with a 52 week probationary appointment beginning on November 29, 2021.**

Mr. Froio indicated that this individual subbed for us for a while and was interested in this full time position.

Motion carried 4-0-0.

**286.22** Motion by \_\_\_\_\_ and Seconded by \_\_\_\_\_ **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Jordan-Elbridge Central School District **appoint the following coach as indicated below, for the 2021-2022 school year, to be prorated over actual time worked, in accord with the terms and conditions of the current agreement between the Jordan-Elbridge Teachers' Association and the Jordan-Elbridge Central Schools:**

<u>Name</u>	<u>Position</u>	<u>Stipend</u>	<u>Weeks</u>
Ryan Cooper	Head Varsity Boys' Baseball Coach	\$5,049.00	9

Motion to table resolution #286.22 was carried 4-0-0. It was requested this item be on the next Board of Education agenda, which is December 15, 2021.

**287.22** Motion by Mr. Yard and Seconded by Mr. Moulding, **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Jordan-Elbridge Central School District **appoint the following volunteer coaches as indicated below, for the 2021-2022 school year:**

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Ryan Cooper	Volunteer Varsity Boys' Basketball Coach	\$ 0.00
Mike Bennink	Volunteer Varsity Boys' & Girls' Indoor Track Coach	\$ 0.00

Since this is a volunteer appointment and there is no stipend amount, the board agreed the vote could take place without there being a conflict of interest.

Motion carried 4-0-0.

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**288.22** Motion by Mrs. May and Seconded by Mr. Moulding, **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Jordan-Elbridge Central School District **approve the agreement between the Jordan-Elbridge Central School District and the Jordan-Elbridge Teachers' Association for the years 2021-2024.**

Mr. Froio indicated that the substantial change in this contract is that it puts the nurses on the teacher's salary schedule, which is an overdue significant increase for the nurses.

Motion carried 4-0-0.

**289.22** Motion by Mr. Yard and Seconded by Mrs. May, **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Jordan-Elbridge Central School District **appoint the following Club/Class/Activity Advisors as indicated below for the 2021-2022 school year, to be prorated over actual time worked, in accordance with the terms and conditions of the current agreement between the Jordan-Elbridge Teachers' Association and the Jordan-Elbridge Central School District:**

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Jessica Killian	Seal of Biliteracy Coordinator	\$1,315.00
Tammy Gilbert	Seal of Biliteracy Mentor	\$ 657.00
Trisha St. Germain	Seal of Biliteracy Mentor	\$ 657.00

Mrs. Guerrette asked how many students are going through the biliteracy certification. Mr. Froio shared that students go through a rigorous program, at the end do a demonstration and presentation in a language of their choice in order to earn the seal on their diploma, and that he would find out how many students are involved.

Motion carried 4-0-0.

**290.22** Motion by Mrs. May and Seconded by Mr. Yard, **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Jordan-Elbridge Central School District **appoint the following Advisor for the 2021-2022 school year, to be prorated over actual time worked, in accordance with the terms and conditions of the current agreement between the Jordan-Elbridge Teachers' Association and the Jordan-Elbridge Central School District:**

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Andrew Marinelli	IB Subject Leader- Science	\$657.00

Mr. Froio remarked that when the district posted for this there were not applicants so he's glad this individual stepped up.

Motion carried 4-0-0.

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**291.22** Motion by Mr. Yard and Seconded by Mr. Moulding, **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Jordan-Elbridge Central School District, **and subject to the applicable Civil Service Law and Rules, the Board of Education hereby appoints Brittany Guadagnolo one (1) F.T.E. position of Occupational Therapist I, in the Competitive Civil Service position, in the Non-Represented group, with a 52 week probationary appointment beginning on October 28, 2021.**

Mr. Froio indicated this individual has been working with us in a provisional capacity, has recently successfully completed Civil Service requirements and now has been given a probationary appointment.

Motion carried 4-0-0.

**292.22** Motion by Mr. Yard and Seconded by Mr. May, **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Jordan-Elbridge Central School District **amend the school district calendar to make January 14, 2022 a superintendent's staff day instead of June 24, 2022, to provide staff with collaborative academic opportunities and wellness activities AND adopt the revised proposed 2021-2022 school district calendar.**

**The following revision was made to the school district calendar:**

- **January 14, 2022 will now be a superintendent's staff day instead of June 24, 2022**

Mr. Froio shared the teachers expressed a desire for a professional development day.

Motion carried 4-0-0.

**Mrs. Guerrette read the following relative to public comments:**

We are about to convene into the public comment period of our meeting.

Although state law does not require us to hold a public comment period, our board chooses to do so because we believe it is crucial for us to hear from our community members about their concerns and issues.

Having said that, please note that the board is here to listen. The public comment period is not designed to be a discussion. Accordingly, please do not expect the board to respond to your concerns and questions tonight. This is because we take your concerns and questions seriously and want to have sufficient time to process and research issues, if need be. As appropriate, we will respond to your questions and concerns at a future meeting, or have the proper staff member get back to you at the appropriate time.

The board will now entertain public comments. Each individual speaker is allotted up to five minutes.

**Public Comments**

Mr. Gary Wiggins spoke during the public comments portion of the meeting relative to when the district will end mandatory mask wearing in school and requested that information be provided to him at the next BOE meeting.

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**Receipt of written questions/comments**

N/A

**Executive Session**

Motion by Mr. Yard and Seconded by Mrs. May, **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, to adjourn to Executive Session for the proposed purpose of:

- Discussions Regarding Pending Litigation

Motion carried 4-0-0.

Mrs. Guerrette invited RJ Hartwell, Assistant Superintendent for Business and Finance, into executive session.

Meeting adjourned to Executive Session at 7:44 PM.

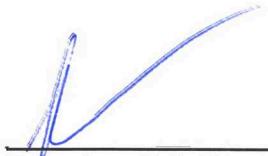
Meeting reconvened at 8:10 PM.

**Adjournment**

Motion by Mr. Yard and Seconded by Mr. Moulding, **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, to adjourn the meeting.

Motion carried 4-0-0.

Meeting adjourned at 8:10 PM.



A handwritten signature in blue ink, appearing to be 'Bernadette Fall', written over a horizontal line.

Bernadette Fall, District Clerk