

**JORDAN-ELBRIDGE CENTRAL SCHOOL DISTRICT
REGULAR MEETING MINUTES
WEDNESDAY, MAY 15, 2019**

BOARD MEMBERS PRESENT (via roll call)

Mrs. Baum
Mrs. Fordyce
Mr. Gallaro
Mrs. Guerrette
Dr. Jorolemon
Mrs. Long

BOARD MEMBER ABSENT (via roll call)

Mrs. Fordyce (excused)

ALSO PRESENT

Janice Schue, Assistant Superintendent for Instruction
RJ Hartwell, Elbridge Elementary Principal
David Shafer, Jordan-Elbridge Middle School Principal
Vincent Smith, Director of Facilities II
Audience also included students and community members

STUDENT REPRESENTATIVES (via roll call)

Student Representative Ben Sullivan indicated that Dakota Holbrook and Erik Ryan would be the JECSD BOE Student Representatives for the 2019-2020 school year. Mr. Sullivan also shared that some end of the year activities were well under way including pre-test, de-stress day, masterminds playoffs at OCC, Dollars for Scholars, seniors heading to Elbridge to read to students and walk the hallways in their caps and gowns, academic awards and graduates of distinction, spring sports awards, and the senior ball at the Hilton Garden Inn.

Organization

Mr. Gallaro called the regular meeting, held at Jordan-Elbridge Middle School in the District Office Conference Room 150 to order at 7:03 PM.

Mr. Gallaro took roll call.

Mr. Gallaro the emergency exit procedures and led the Pledge of Allegiance.

Mr. Yard arrived at 7:32 PM

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

Mr. Froio and Mr. Gallaro thanked and recognized Christa Wolfinger, Walmart Claims Supervisor, for her time, effort, thoughtfulness, and for being instrumental in donating many items to JECSD. Mr. Gallaro gave her a JECSD t-shirt and certificate of appreciation.

Mr. Froio reported that the Jordan fire department is now included in the 911 structural call box, adding that mayor Chris DeCola was instrumental in making this happen.

Mr. Gallaro shared that he attended the inter-municipal breakfast and found it so beneficial that folks decided to have said event twice a year.

Mr. Froio indicated that he received word from OCC that the early college HS program will be tuition free, sharing that right now 5 students have signed up for this program.

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Mr. Froio shared that the president of OCC will be attending the JECSD graduation ceremony to award Mackenzie Eck her Associates Degree.

Presentations/Administrative Reports

Mr. Shafer, Middle School Principal, gave a presentation on the Middle School's 2019-2020 master schedule sharing what is new and how students will benefit from said changes.

Mr. Shafer indicated that the following are new for the upcoming school year:

- Every student will have an ELA lab, math lab and science lab every other day
- ELA and Math AIS teachers will be push-in to ELA and math labs
- Seventh and 8th grade technology will be a full year course, every other day
- Sixth grade students will have a study skills class every other day
- All study halls will be focused as the students will have one of their core area teachers supervising their study hall in the grade level wing
- Scheduled IB work time for faculty to plan and collaborate

Public Comments

N/A

Receipt of written questions/comments

N/A

Approval of Minutes

Motion by Dr. Jorolemon and Seconded by Mrs. Guerrette, **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 **April 24, 2019**.

Motion carried 5-0-1. (Dr. Jorolemon abstained)

Consent Agenda

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

378.19 The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **acknowledge receipt of the following**:

- **Committee on Special Education for case numbers 2863, 2487, 2738, 2785, 2347, 3028, 2439, 2888, 2846, 2508, 2658, 2741, 2639, 2754, 2392, 2625, 2933, 2889, 2530, 2568, 2773, 2643, 2504, 2710, 2683, 2482, 3074, 3075 & 3066**
- **Committee on Preschool Special Education for case numbers 3073, 3072, 3070 & 3071**

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- 379.19** The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **add the following individuals to the 2018-19 Per Diem Substitute Lists:**
- **Kimberly Meroney- Non-Certified Teacher, Clerical, Monitor, Teaching Assistant & Teacher Aide- * start date 4/30/2019**
 - **Barbara Saunders- Bus Attendant**
 - **Dawn Glauberman- Non-Certified Teacher & Teaching Assistant * start date 5/3/2019**
 - **Gabrielle Thorpe- Non-Certified Teacher *start date 5/7/2019**
 - **Tammy Gorton- Teaching Assistant *start date 5/9/2019**
 - **Rachael Hinton- Clerical *start date 5/8/2019**
- 380.19** The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **accept the Treasurer's Cash report for April 2019.**
- 381.19** The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **accept the Budget Status report for April 2019.**
- 382.19** 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 February 2019.**
- 383.19** 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 March 2019.**
- 384.19** 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 April 2019.**
- 385.19** The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **accept the resignation for the purpose of retirement of Paul Farfaglia, Science Teacher, effective June 30, 2019.**

Mr. Froio thanked Mr. Farfaglia for 35 years of service in the JECSD.

Motion carried 6-0-0.

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Items for Board Action

- 386.19** Motion by Mrs. Long and Seconded by Mrs. Guerrette, **WHEREAS, the Jordan-Elbridge Central School District participates in the New York State Teachers' Retirement System ("TRS"); and**

WHEREAS, on June 20, 2012, the Board of Education of the Jordan-Elbridge Central School District by resolution established a Retirement Contribution Reserve Fund known as the ERS RETIREMENT RESERVE FUND pursuant to Section 6-r of the General Municipal Law; and

WHEREAS, the Board of Education has determined it is also appropriate to establish a sub-fund within said Retirement Contribution Reserve Fund pursuant to Section 6-r of the General Municipal Law,

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of the Jordan-Elbridge Central School District, pursuant to Section 6-r of the General Municipal Law, as follows:

1. The Board hereby establishes a sub-fund within the ERS RETIREMENT RESERVE FUND to be known as the Jordan-Elbridge Central School District TEACHERS' RETIREMENT CONTRIBUTION RESERVE SUB-FUND;
2. The source of funds for this Reserve Sub-Fund shall be:
 - a. such amounts as may be provided therefore by budgetary appropriation or raised by tax therefore;
 - b. such revenues as are not required by law to be paid into any other fund or account;
 - c. such other funds as may be legally appropriated; and
 - d. notwithstanding any law to the contrary, such amounts as may be transferred from a reserve fund established pursuant to Section 6-c, 6-d, 6-e, 6-f or 6-g of Article 2 of the General Municipal Law, comprised of moneys raised from the same tax base as the moneys in the retirement contribution reserve fund, or a reserve fund established pursuant to Education Law Section 3651, provided that any such transfer shall only be made by Board resolution adopted after a public hearing held on at least 15 days prior notice published in at least one newspaper having general circulation in the District.
3. By resolution, the Board of Education may authorize expenditures from this Reserve Sub-Fund. Except as otherwise provided by law, moneys in this Reserve Sub-Fund may only be appropriated to finance retirement contributions to the New York State Teachers' Retirement System, and/or to offset all or a portion of the amount deducted from the moneys apportioned to the District from the State for the support of schools pursuant to Section 521 of the Education Law.
4. No member of the Board of Education or employee of the District shall:
 - a. authorize a withdrawal from this Reserve Sub-Fund for any purpose except as provided in Section 6-r of the General Municipal Law; or

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- b. expend any money withdrawn from this Reserve Sub-Fund for a purpose other than as provided in Section 6-r of the General Municipal Law.
- 5. The moneys contributed annually to the Reserve Sub-Fund shall not exceed 2% of the total compensation or salaries of all teachers (as that term is defined in Education Law §501[4]) employed by the District who are members of TRS paid during the immediately preceding fiscal year.
- 6. The balance of the Reserve Sub-Fund shall not exceed 10% of the total compensation or salaries of all teachers (as that term is defined in Education Law §501[4]) employed by the District who are members of TRS paid during the immediately preceding fiscal year.
- 7. The moneys in this Reserve Sub-Fund shall be deposited and secured in the manner provided by Section 10 of the General Municipal Law. The Board of Education or its authorized designee may invest the moneys in this Reserve Sub-Fund in the manner provided by Section 11 of the General Municipal Law. Any interest earned or capital gain realized on the money so deposited or invested shall accrue to and become part of this Reserve Sub-Fund.
- 8. The chief fiscal officer shall account for this Reserve Sub-Fund separate and apart from all other funds of the District. Such accounting shall show: the source, date and amount of each sum paid into the sub-fund; the interest earned by such sub-fund; capital gains or losses resulting from the sale of investments of this sub-fund; the order, purpose thereof, date and amount of each payment from this sub-fund; the assets of the sub-fund, indicating cash balance and a schedule of investments. The chief fiscal officer, within sixty (60) days of the end of each fiscal year, shall furnish a detailed report of the operation and condition of this sub-fund to the Board of Education.
- 9. This Resolution shall take effect immediately.

Motion carried 6-0-0.

387.19 Motion by Dr. Jorolemon and Seconded by Mrs. Baum, **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 2018-19:**

Budget code	Description	\$ Increase/(Decrease)
A2110.137.00.000	Tchg Reg Sch-Teaching Assistant's Salaries-Gr 7-12	\$10,000.00
A2250.157.00.000	SWD-Teaching Assistant's Salaries	(\$10,000.00)

A. To reallocate salary for teaching assistant assigned to study hall for part of year.

A1621.400.00.000	Maintenance-Contractual	\$25,255.00
A1620.420.00.000	Operations-Electric	(\$25,255.00)

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B. To cover purchase and installation of LVT flooring for Middle School library and computer lab renovation.

Mr. Froio indicated that the Middle School library would get a facelift out of this year's budget.

Motion carried 6-0-0.

388.19 Motion by Dr. Jorolemon 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 Joshua Montgomery to the position of Network Administrator, in the Competitive Civil Service position, with a salary of \$58,000.00 per year, for actual time worked, in the Non-Represented union group, with a 52 week probationary appointment beginning May 20, 2019.**

Mr. Froio said that this individual is very tech savvy, has excellent people skills, is approachable and is starting at a great time, as summer is one of the department's busiest times.

Motion carried 6-0-0.

389.19 Motion by Dr. Jorolemon and Seconded by Mrs. Long, **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Jordan-Elbridge Central School District **abolish a 1.0 FTE Social Worker position effective June 30, 2019.**

Motion carried 6-0-0.

390.19 Motion by Mrs. Guerrette and Seconded by Dr. Jorolemon, **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Jordan-Elbridge Central School District **create a 1.0 FTE School Counselor position effective July 1, 2019.**

Motion carried 6-0-0.

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391.19 Motion by Mrs. Baum and Seconded by Dr. Jorolemon, **BE IT RESOLVED**,

that the Superintendent of Schools, James Froio, accept the resignation of Nicole Bloodgood, Teaching Assistant, effective June 30, 2019, and recommends that Nicole Bloodgood be appointed by the Board of Education as a School Counselor with the Jordan-Elbridge Central School District; and

WHEREAS, Nicole Bloodgood holds a provisional certificate as a School Counselor;

NOW, THEREFORE, BE IT RESOLVED, that upon the Superintendent's recommendation, the Board hereby appoints Nicole Bloodgood as School Counselor, (54M) with a salary of \$58,164.00, in the School Counselor tenure area, commencing on September 1, 2018 and ending on August 31, 2021.

Mr. Froio indicated that this individual started with us as a Teaching Assistant, has done a terrific job at Elbridge in breaking down barriers with hard to reach students, and handles situations that do not require discipline but instead counseling.

Motion carried 6-0-0.

392.19 Motion by Mrs. Guerrette and Seconded by Mrs. Long, **BE IT RESOLVED**,

that the Superintendent of Schools, James Froio, recommends that Kimberly MacDonald be appointed by the Board of Education as School Counselor with the Jordan-Elbridge Central School District; and

WHEREAS, Kimberly MacDonald holds a permanent certificate as School Counselor;

NOW, THEREFORE, BE IT RESOLVED, that upon the Superintendent's recommendation, the Board hereby appoints Kimberly MacDonald as School Counselor, (60M) with a salary of \$63,621.00, in the School Counselor tenure area, commencing July 1, 2019 and ending on June 30, 2022, pending receipt of transcripts.

Mr. Froio shared that they are ecstatic to have found a candidate of this quality adding that her primary duty will be representing the school district with OCC, handling the application process for students attending two-year colleges and she will be a great addition that will bring a ton of talent to the district.

Motion carried 6-0-0.

393.19 Motion by Mrs. Long and Seconded by Dr. Jorolemon, **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 coach as indicated below, for the 2018-2019 school year:**

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Abraham Patrick	Volunteer Assistant Varsity Boys' Lacrosse Coach	N/A

Motion carried 6-0-0.

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394.19 Motion by Dr. Jorolemon 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 Shirley Klaben to the position of School Bus Driver, in the Non-Competitive Civil Service position, at an hourly rate of \$23.49, in the Transportation Local group, with a 52 week probationary appointment beginning May 1, 2019.**

Motion carried 6-0-0.

395.19 Motion by Dr. Jorolemon and Seconded by Mrs. Baum, **WHEREAS**, the Jordan-Elbridge Central School District advertised for Requests for Proposals for Clerk of the Works for the Smart School Bond Construction Project-Phase I and whereas no proposals were received, **THEREFORE BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Jordan-Elbridge Central School District **create a Part-time Clerk of the Works I position effective May 16, 2019 for the Smart School Construction Project-Phase I.**

Motion carried 6-0-0.

396.19 Motion by Dr. Jorolemon and Seconded by Mrs. Guerrette, **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the Board hereby **appoints Vincent Smith as Part-time Clerk of the Works I for the Smart School Construction Project-Phase I, commencing May 16, 2019 and ending on October 31, 2019 with a \$15,000.00 stipend.**

Mr. Froio shared that this job was put out to bid as part of the phase 1 capital project and advertised for \$40,000, and no bids came in. Mr. Froio consulted with BS & K attorneys and they verified that if there are no outside bids the district can award it to an employee, adding that this project should be completed by the end of summer.

Motion carried 6-0-0.

Executive Session

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

- Discussion pertaining to current litigation
- Discussion related to the employment history of particular persons

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Motion carried 6-0-0.

Mr. Gallaro invited Ms. Schue into executive session.

Meeting adjourned to Executive Session at 8:00 PM.

Meeting reconvened at 8:55 PM.

397.19 Motion by Mr. Yard and Seconded by Dr. Jorolemon, **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 resolution agreement between a parent of the district and the Jordan-Elbridge Central School District signed April 23, 2019.**

Motion carried 6-0-0.

Executive Session

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

- Discussion related to the employment history of a particular person

Motion carried 6-0-0.

Meeting adjourned to Executive Session at 8:56 PM.

Meeting reconvened at 9:42 PM.

Adjournment


Motion by Mrs. Guerrette and Seconded by Mrs. Long, **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, to adjourn the meeting.

Motion carried 6-0-0.

Meeting adjourned at 9:42 PM.

Follow-up Items

Subject	Assignee	Tentative Due Date	Action Taken
Final Superintendent Review	BOE	June 5, 2019	TBA



Bernadette Fall, District Clerk