

**JORDAN-ELBRIDGE CENTRAL SCHOOL DISTRICT
REGULAR MEETING MINUTES
WEDNESDAY, MAY 6, 2020**

BOARD MEMBERS PRESENT (via roll call)

Mrs. Fordyce
Mr. Gallaro
Mrs. Guerrette
Mrs. Long
Mrs. May
Mr. Yard

BOARD MEMBER ABSENT (via roll call)

N/A

ALSO PRESENT

Janice Schue, Assistant Superintendent for Instruction
Roxanne Miller, Treasurer
Steve Mendrek, Director of Technology
RJ Hartwell, Elbridge Elementary Principal
Community members and teachers

STUDENT REPRESENTATIVES (via roll call)

N/A

Organization

Mrs. Guerrette called the regular meeting, held via Zoom meeting invite at 6:32 PM.

Mrs. Guerrette took roll call.

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

Dr. Childres joined the meeting at 6:36 PM.

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

Mrs. Guerrette shared her appreciation for the senior signs and video adding that she heard from many parents who applauded the district for their efforts.

Mrs. Guerrette indicated that community members are inquiring about when their child can pick up their items from their desks/lockers. Mr. Froio shared that they are waiting to see what information they get from the governor after May 15 but for right now, Principals and custodians are doing locker inventory, bagging items and then will do an exchange at the end of the year where students return their Chromebooks.

Mrs. Long asked if the district was considering a screen-free/mental health day for teachers and students. Mr. Froio shared that he is thinking about it but would like consult with other districts first before making concrete any decisions.

Mrs. May and Mrs. Long inquired about student participation. Mr. Froio indicated that he tasked administration to find out two different levels of the participation rate; who is doing nothing and who is just not working adequately, they are coming on board occasionally but not enough for educational value. Mr. Froio indicated that he will report back to them following his meeting with administration on Monday.

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Presentations/Administrative Reports

Mr. Froio shared that they are going to have to create three different types of schedules for next year:

1. A Traditional schedule- If a vaccine is developed and the district is able to open as scheduled.
2. The Covid 19 schedule- how do we ensure social distancing perimeters and still conduct with students coming into school, which is more challenging but doable given we are a smaller district.
3. Distance Learning schedule- A schedule that is done remotely, strictly distance learning.

Mrs. Fordyce inquired about students coming in on alternating days. Mr. Froio said he needs further guidance from SED but will be asking if you can mix and match distance learning with students coming into the building.

Mr. Froio indicated that for the Budget Vote the district is sending all district residents a ballot, they have a contract with BOCES with a company that is going to do the mailings for the 9 component districts. The mailings, envelopes and postage is all BOCES aidable.

Mr. Froio shared the capital project has begun, workers are coming in a very limited capacity to upgrade the PA system, and will start work on the office areas as soon as the governor authorizes the second phase.

Mr. Froio indicated that Ms. Miller has done a masterful job of putting the district in a strong financial position. Ms. Miller shared that Mr. Froio gave her some guidelines for the budget: no cutting of programs, no increase in taxes, no staff cuts and to make sure we are in a good financial position for the 21-22 school year and after.

Mr. Gallaro asked about governor Cuomo's comments about going to school in person becoming obsolete. Mr. Froio shared that Cuomo's point is taken and gets where he's coming from and knows that teachers need to become very good at educating kids remotely. Mr. Froio indicated that in the future, he believes we will move in that direction slowly.

Mr. Gallaro inquired about the district providing a survey for students, teachers and parents relative to distance learning. Mr. Froio said yes, there will be a survey for all because he wants to know how they can improve. He also shared he wants to have a survey for parents on our website with questions since we will need their participation when we create the COVID 19 schedule.

Mr. Froio indicated that they began the Elbridge Elementary Principal search, conducted interviews last week, administration is interviewing candidates this week, Elbridge elementary staff will interview them the following week and finalists will be brought to the BOE May 20th.

Mr. Froio shared that it is challenging to recognize student celebrations and is waiting to hear from SED as to what will be permissible and what is not and is thinking of options to make graduation a more personal experience for students, given the situation.

Mr. Froio said that Ms. Schue and Mr. Czerwinski created a portal for parents where you can click on a link and be dialed into their kid's classrooms, like a one stop shopping for parents with multiple kids.

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Public Comments

N/A

Receipt of written questions/comments

N/A

Approval of Minutes

Motion by Dr. Childres 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 **approve** the **minutes** of the **regular meeting** held **April 22, 2020**.

Motion carried 6-0-1. (Mr. Yard abstained)

Consent Agenda

Motion by Mr. Gallaro and Seconded by Dr. Childres, **BE IT RESOLVED**:

340.20 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**.

341.20 The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **accept the resignation of Amanda Ward, English Teacher, effective June 30, 2020**.

342.20 The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **accept the resignation of Rachel Socia, Elementary Teacher, effective June 30, 2020**.

Motion carried 7-0-0.

Items for Board Action

343.20 Motion by Mrs. Long and Seconded by Mrs. May, **WHEREAS**, the Jordan-Elbridge Central School District **is required to complete the NYSED Building Condition Survey for all District buildings and update the Five Year Facilities Plan in 2020, THEREFORE BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Jordan-Elbridge Central School District **approve a contract with Robertson Strong Apgar Architects to conduct the Building Condition Survey including the sub-surface investigation at Elbridge parking lots and update the Five Year Plan at a cost of \$15,500 plus reimbursable expenses**.

Motion carried 7-0-0.

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- 344.20** Motion by Mr. Yard and Seconded by Mrs. Long, **WHEREAS**, the Jordan-Elbridge Central School District is required to test drinking water for lead every 5 years and whereas the district received 2 proposals for lead testing in school drinking water **THEREFORE BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Jordan-Elbridge Central School District **approve a contract with Robertson Strong Apgar Architects to provide lead testing per code and a final report at a lump sum fee of \$9,587. If samples are returned with positive results which require a 2nd round of sampling, there will be a fee of \$45 per lab sample and \$600 per 9 hour shift.**

Motion carried 7-0-0.

- 345.20** Motion by Mr. Gallaro 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 **determine that the 2020-21 Capital Outlay project that entails the replacement of flooring in the Middle School will not have a significant adverse environmental impact and therefore declares that the project classifies as a Type II action and is not subject to further State Environmental Quality Review Act (SEQR) review.**

Motion carried 7-0-0.

- 346.20** Motion by Mrs. Long and Seconded by Dr. Childres, **BE IT RESOLVED**, upon the recommendation of the Superintendent of Schools, that the Board of Education of the Jordan-Elbridge Central School District **authorize the write-off of invoice #18421 in the amount of \$619.99 for compensation for lost personal equipment. This invoice is deemed uncollectible.**

Motion carried 7-0-0.

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347.20 Motion by Mrs. Long and Seconded by Dr. Childres, **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 the 2019-20 school year:**

Budget code	Description	\$ Increase/(Decrease)
A1621.400.00.000	Maintenance-Contractual	\$29,000.00
A1620.421.00.000	Operations-Natural Gas	(\$23,000.00)
A1621.163.00.000	Operations & Maintenance-Substitute Salaries	(\$6,000.00)

A. To cover 2020 Building Condition Survey, repair High School basketball backboard cabling/safety systems and repair Middle School water inlet system.

A1620.450.00.000	Operations-Supplies	\$30,000.00
A1620.420.00.000	Operations-Electric	(\$30,000.00)

B. To cover custodial supplies relating to COVID-19 and 2020-21 operations.

A2110.480.15.000	Teaching-Reg School-Textbooks-JEDIS	\$18,833.00
A2110.140.15.000	Teaching-Reg School-Substitute Salaries-JEDIS	(\$11,100.00)
A2110.400.00.000	Teaching-Reg School-Contractual	(\$7,733.00)

C. To cover textbooks for JEDIS.

A2110.450.10.000	Teaching-Reg School-Supplies-Elbridge Elem.	\$5,550.00
A2110.480.10.000	Teaching-Reg School-Textbooks-Elbridge Elem.	\$25,770.00
A2110.140.10.000	Teaching-Reg School-Substitute Salaries-Elem.	(\$31,320.00)

D. To cover textbooks, science kits and art supplies for Elbridge Elementary.

A2110.480.20.000	Teaching-Reg School-Textbooks-Middle School	\$6,500.00
A2110.140.20.000	Teaching-Reg School-Substitute Salaries-MS	(\$6,500.00)

E. To cover textbooks for Middle School.

Motion carried 7-0-0.

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348.20 A meeting of the Board of Education (the “Board”) of the Jordan-Elbridge Central School District, Onondaga and Cayuga Counties, New York (the “District”) was held for said District virtually via a zoom meeting on May 6, 2020.

The meeting was called to order by Board President Karen Guerrette and, upon roll being called, the following Board members were:

Present	Absent	
<u> x </u>	<u> </u>	Karen Guerrette, <i>President</i>
<u> x </u>	<u> </u>	David Gallaro, <i>Vice President</i>
<u> x </u>	<u> </u>	Dr. William Childres
<u> x </u>	<u> </u>	Susan Fordyce
<u> x </u>	<u> </u>	Lisa Long
<u> x </u>	<u> </u>	Jodelle May
<u> x </u>	<u> </u>	William Yard

Upon the recommendation of the Superintendent of Schools, the following resolution was offered by Mr. Gallaro and seconded by Mrs. May to wit:

**RESOLUTION CALLING THE 2020
ANNUAL DISTRICT MEETING AND ELECTION
OF THE JORDAN-ELBRIDGE CENTRAL SCHOOL DISTRICT
AND AUTHORIZING RELATED MATTERS**

BE IT RESOLVED by the Board of Education of the Jordan-Elbridge Central School District, Onondaga and Cayuga Counties, New York as follows:

Section 1. That the Board hereby directs that the District’s proposed budget for the 2020-2021 fiscal year shall be placed on the ballot at the Annual District Meeting and Election as **Proposition No. 1**.

Proposition No. 1

Shall the proposed 2020-2021 budget for the Jordan-Elbridge Central School District be adopted?

Section 2. That the Board will conduct a public hearing of the qualified voters of the District, on May 28, 2020 virtually via a zoom/telephonic meeting commencing at 6:30 p.m. for the purpose of discussing the expenditure of District funds and the budget therefor for the fiscal year 2020-2021.

Section 3. That voting on: (I) the 2020-2021 annual school budget, which will appear on the ballot as **Proposition No. 1**; (II) the election of three (3) members to the Board; and (III) such other business as is authorized by law, will take place at the Annual District Meeting and Election on Tuesday, June 9, 2020 (the “Annual District Meeting and Election” and that such voting shall be solely by absentee ballots. Absentee ballots will be mailed to all registered voters of the Jordan-Elbridge Central School

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District as of June 4, 2020. All other qualified voters can request a ballot by contacting the District Clerk at 315-689-8500 x5002 or by emailing bfall@jecsd.org. All ballots must be returned to the District Clerk by 5:00 p.m. on June 9, 2020.

Section 4. That except as hereinafter provided, the official Notice of the aforesaid public hearing and Annual District Meeting and Election shall be in the following form:

**NOTICE OF PUBLIC HEARING, VOTE ON THE SCHOOL
BUDGET AND THE ELECTION OF THREE (3) MEMBERS OF
THE BOARD OF EDUCATION OF THE JORDAN-ELBRIDGE
CENTRAL SCHOOL DISTRICT**

PLEASE TAKE NOTICE, that commencing at 6:30 p.m. on Thursday, May 28, 2020, the Board of Education (the "Board") of the Jordan-Elbridge Central School District (the "District") will conduct a public hearing for the purpose of discussing the statement of the amount of money which will be required for school purposes for the 2020-2021 fiscal year, specifying the several purposes and the amount for each (the "Budget") virtually via a zoom/telephonic meeting. Instructions for attending this zoom meeting can be found on the district's internet website at: <http://www.jecsd.org>.

NOTICE IS FURTHER GIVEN, that voting on: (I) the 2020-2021 annual school budget, which will appear on the ballot as **Proposition No. 1**; (II) the election of three (3) members to the Board; and (III) such other business as is authorized by law, will take place at the Annual District Meeting and Election on Tuesday, June 9, 2020 (the "Annual District Meeting and Election"), and that such voting shall be solely by absentee ballots. Absentee ballots will be mailed to all registered voters of the Jordan-Elbridge Central School District as of June 4, 2020. All other qualified voters can request a ballot by contacting the District Clerk at 315-689-8500 x5002 or by emailing bfall@jecsd.org. All ballots must be returned to the District Clerk by 5:00 p.m. on June 9, 2020.

NOTICE IS FURTHER GIVEN that detailed copies of the Budget, together with the appendages required by Education Law §1716 and the text of any proposition that will be presented to the voters may be obtained by any resident of the District- any day during the fourteen (14) day period immediately preceding June 9, 2020, on the District's internet website at: <http://www.jecsd.org>.

NOTICE IS FURTHER GIVEN that three (3) members of the Board of Education will be elected due to the expiration of the terms of: Susan Fordyce, David Gallaro and Lisa Long. The three candidates receiving the highest number of votes will be elected to three-year terms. Notice is also given that pursuant to the provisions of the Education law, candidates for the office of Member of the Board of Education shall be nominated by petition. Each petition must state the name and residence of the candidate. A sample form of nominating petition may be obtained from the office of the District Clerk.

NOTICE IS FURTHER GIVEN in accordance with §495 of the N.Y. Real Property Tax Law that the District shall prepare a Real Property Tax Exemption Report (the "Exemption Report") which shall show how much of the assessed value on the final assessment roll (utilized for the school tax levy) is exempt from taxation by the District. This exemption report will list every type of exemption granted and will show: (1) the cumulative impact of each type of exemption; (2) the cumulative amount expected to be received as payments in lieu of taxes (PILOTS), or other payments, from recipients of each type of exemption; and (3) the cumulative impact of all exemptions granted. The Exemption Report will be posted

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on the District's website and on District bulletin boards utilized for posting public notices. The Exemption Report will be annexed to any preliminary District budget, and shall become part of the final budget.

That except as hereinafter provided, the official Notice of the aforesaid public hearing and Annual District Meeting and Election shall be in the following form **NOTICE IS FURTHER GIVEN**, that the deadline for Board of Education candidates to file for nomination is May 11, 2020. Requests must be addressed to the District Clerk at 9 North Chappell Street, Jordan, New York, 13080

Dated: May 6, 2020.

**BY ORDER OF THE BOARD OF EDUCATION OF THE
JORDAN-ELBRIDGE CENTRAL SCHOOL DISTRICT,
COUNTIES OF ONONDAGA AND CAYUGA, STATE OF
NEW YORK**

Bernadette Fall, District Clerk

Section 5. That the District Clerk is hereby authorized and directed to cause Notice to be given in the form hereinabove prescribed by publishing the same in the Syracuse Post Standard and the Auburn Citizen, two newspapers having general circulation within the District, two (2) times during the four (4) weeks preceding the date of the Annual District Meeting and Election; provided, however, that the District Clerk is hereby authorized, without further Board action, in her discretion, in consultation with the District's legal counsel, to amend said Notice as necessary to assure compliance with applicable law.

Section 6. This resolution shall take effect immediately. The question of the adoption of the foregoing resolution was duly put to a vote which resulted as follows:

		<u>Aye</u>	<u>Nay</u>
Karen Guerrette, <i>President</i>	Voting	x	_____
David Gallaro, <i>Vice President</i>	Voting	x	_____
Dr. William Childres	Voting	x	_____
Susan Fordyce	Voting	x	_____
Lisa Long	Voting	x	_____
Jodelle May	Voting	x	_____
William Yard	Voting	x	_____

The resolution was thereupon declared duly adopted.

Motion carried 7-0-0.

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Executive Session

Motion by Mrs. Long 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 related to the employment history of a particular persons

Motion carried 7-0-0.

Mrs. Guerrette invited Ms. Schue into the first part of executive session.

Meeting adjourned to Executive Session at 7:31 PM.

Meeting reconvened at 8:20 PM.

Adjournment

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

Motion carried 7-0-0.

Meeting adjourned at 8:21 PM.

Follow-up Items

Subject	Assignee	Tentative Due Date	Action Taken
Superintendent's End of Year Evaluation	BOE	May 6, 2020	Completed



Bernadette Fall, District Clerk