

**JORDAN-ELBRIDGE CENTRAL SCHOOL DISTRICT  
REGULAR MEETING MINUTES  
WEDNESDAY, MARCH 6, 2019**

BOARD MEMBERS PRESENT (via roll call)

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

BOARD MEMBER ABSENT (via roll call)

Dr. Jorolemon (excused)

ALSO PRESENT

Janice Schue, Assistant Superintendent for Instruction  
Roxanne Miller, Treasurer  
Mark Schermerhorn, High School Principal  
Audience also included community members

STUDENT REPRESENTATIVES (via roll call)

N/A

**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.

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

Mrs. Long asked about the process of anonymously donating to a JE sports team. Mrs. Fordyce indicated to contact Roxanne Miller, District Treasurer.

Mrs. Long was contacted by a community member about the proper procedure to attend a Health & Wellness meeting. Mr. Froio indicated that the Health & Wellness committee meeting is an open meeting that the public can attend, but not participate in.

Mr. Yard said he attended the 1000-point ceremony at the High School and Mr. Stadtmiller did a phenomenal job.

Mr. Gallaro sent his condolences to the Patrick family.

**Presentations/Administrative Reports**

Ms. Schue & Mr. Froio gave a brief update on how the Fountas and Pinnell determines the reading level of students in the district.

Mr. Froio gave a budget brief overview. During the 2019-2020 Budget briefing, Mrs. Fordyce questioned the necessity of continuing Mr. Hartwell's stipend into next year. Mrs. Fordyce stated that since the stipend was provided primarily due to Mr. Hartwell's increased responsibility across

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two buildings (3yp - Grade 5), having a full time Administrative Intern should eliminate the need for the stipend.

Mr. Froio recommended the stipend should continue because Mr. Hartwell's responsibilities are great enough in scope to warrant it and it was already accounted for in the 2019-2020 preliminary budget.

**Public Comments**

Regina Macbeth spoke during the public comments portion of the meeting relative to a district wide ban on using aerosol and pump products that contain a fragrance at school.

**Receipt of written questions/comments**

N/A

**Approval of Minutes**

Motion by Mrs. Guerrette 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 **February 6, 2019**.

Motion carried 5-0-1. (Mrs. Baum abstained)

**Consent Agenda**

Motion by Mrs. Guerrette and Seconded by Mrs. Baum, **BE IT RESOLVED**:

**312.19** 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 3048, 2812, 2851, 2759, 3058, 2873, 2968, 2625, 2278, 3059, 2865, 2615, 2997, 2898, 2871, 3060, 3016, 3031 & 3007**
- **Committee on Preschool Special Education for case number 3002**

**313.19** 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**:

- **Ashley Cuyle- Teacher Aide & Teaching Assistant**
- **Cassidy Wilcken- Non-Certified Teacher \*start date 2/5/2019**
- **David Michel- Bus Driver \*start date 2/25/2019**
- **Annemarie Haney- Monitor, Teaching Assistant & Teacher Aide**
- **Lisa Dauenhauer- Clerical, Monitor, Teaching Assistant & Teacher Aide**
- **Jeffrey Hosner – Bus Driver -\*start date 2/26/2019**
- **Tina L'Italien- Bus Driver \*start date 3/4/2019**

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- 314.19** The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **accept the Treasurer's Cash report for January 2019.**
- 315.19** The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **accept the Budget Status report for January 2019.**
- 316.19** The Superintendent of Schools recommends that the Board of Education of the Jordan- Elbridge Central School District **appoint the following volunteer coach as indicated below, for the 2019-2020 school year:**

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Emily Kirch	Volunteer Assistant Boys' Soccer coach	N/A

- 317.19** The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **accept the resignation of David Michel, Bus Driver, effective February 23, 2019.**
- 318.19** The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **appoint the following individuals as Inspectors of Election for the May 21, 2019 Budget Vote and to be paid \$11.10 per hour as needed:**
- Susan Hartwell, Elizabeth Wilcox, Karen Platten, Pearl Simmons, Shirley Drummond, Judy Strauss, Richard Strauss, Diana Rynkiewicz, Joan Quigley, Sue Bard & Wendy Duck**

Motion carried 6-0-0.

**Items for Board Action**

- 319.19** Motion by Mrs. Long 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 **approve the merger between Jordan-Elbridge Central School District and Port Byron Central School District for Boys' Modified Lacrosse. Jordan-Elbridge Central School District will incur no additional cost of the said merger.**

Motion carried 6-0-0.

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**320.19** Motion by Mrs. Long 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 **approve the Application for Corrected Tax Roll authorizing a change in the 2018-19 school and library taxes as follows:**

Property Address	Map #	Town	Reason	Tax Increase/ (Decrease)
7998 Grant Avenue Rd	96.00-1-24.1	Sennett	Town of Sennett clerical error – Senior Citizen Exemption incorrectly left off of the 2018 Final Roll	(\$1,820.86)

Motion carried 6-0-0.

**321.19** Motion by Mrs. Guerrette 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)
A2250.450.00.000	SWD-Materials & Supplies	\$6,634.00
A2110.450.00.000	Teaching-Reg School-Materials & Supplies	(\$6,634.00)

**A. To cover storage cabinets and shelving for special education classroom.**

A2855.200.00.000	Interscholastic Athletics-Equipment	\$11,950.00
A2110.200.00.000	Teaching-Reg School-Equipment	(\$11,950.00)

**B. To purchase basketball/volleyball/wrestling LED scoreboard and shot clock (during promotional discount period).**

A9901.950.3Y.000	Transfer to Special Aid-3 Yr Old Pre-K	\$7,000.00
A9901.950.4Y.000	Transfer to Special Aid-4 Yr Old Pre-K	(\$7,000.00)

**C. To cover estimated shortage in 3-year-old PreK budget.**

A2630.490.00.000	Computer Assisted Instruction-BOCES Services	\$21,575.00
A2630.220.00.000	Computer Hardware	(\$16,900.00)
A2630.460.00.000	Computer Software	(\$4,675.00)

**D. To accelerate the acquisition of chrome books through BOCES.**

Motion carried 6-0-0.

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**322.19** Motion by Mrs. Long 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 and acknowledge the following**;

**WHEREAS**, the Jordan-Elbridge Central School District advertised on January 27, 2019 for bids for Electrical work relative to the Smart Schools Technology Project-Phase I and,

**WHEREAS**, the district received and opened 5 bids for Electrical work on February 19, 2019,

**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 bids for Electrical work and award the base bid and alternate EC-01 (use of armored fiber cable instead of inner duct) to the lowest responsible bidder – Ridley Electric Co., Inc. at a lump sum of \$82,857.00.

Base Bid	<b>\$89,900.00</b>
Alternate EC-01 (deduct)	<b><u>(\$ 7,043.00)</u></b>
	<b>\$82,857.00</b>

Motion carried 6-0-0.

**323.19** Motion by Mrs. Long 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 **accept and acknowledge the following**;

**WHEREAS** the Jordan-Elbridge Central School District solicited proposals for the Administration of the Flexible Spending Account (FSA) and,

**WHEREAS** it is necessary to adopt a Flexible Spending Account Plan Document,

**BE IT RESOLVED**, that the form of amended and restated Welfare Benefit Plan, effective January 1, 2019, presented to this meeting (and a copy of which is attached hereto) is hereby approved and adopted, and that the proper agents of the Employer are hereby authorized and directed to execute and deliver to the Administrator of said Plan one or more counterparts of the Plan.

**BE IT RESOLVED**, that the Administrator shall be instructed to take such actions that the Administrator deems necessary and proper in order to implement the Plan, and to set up adequate accounting and administrative procedures for the provision of benefits under the Plan.

**BE IT RESOLVED**, that the proper agents of the Employer shall act as soon as possible to notify the employees of the Employer of the adoption of the Plan and to deliver to each employee a copy of the Summary Plan Description of the Plan, which Summary Plan Description is attached hereto and is hereby approved.

Motion carried 6-0-0.

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**324.19** Motion by Mrs. Baum 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 **appoint the following coach as indicated below, for the 2018-2019 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>
Joe Fiacchi	Assistant Varsity Boys' & Girls' Track Coach	\$5,346.00	11

Motion carried 6-0-0.

**325.19** Motion by Mrs. Baum and Seconded by Mrs. Guerrette, **BE IT RESOLVED**,  
**that the Superintendent of Schools, James Froio, recommends that Julia Cole be appointed by the Board of Education as a long term substitute School Counselor with the Jordan-Elbridge Central School District; and**

**WHEREAS, Julia Cole holds a provisional certificate as School Counselor;**

**NOW, THEREFORE, BE IT RESOLVED, that upon the Superintendent's recommendation, the Board hereby appoints Julia Cole as a long term substitute School Counselor, (36M) with a salary of \$55,824.00, retro to December 10, 2018 until January 31, 2019, and (54M) with a salary of \$58,164.00, retro to February 1, 2019 until March 12, 2019, in the School Counselor tenure area, prorated over actual time worked.**

Mr. Froio indicated that this individual did a tremendous job for an employee on maternity leave and will be successful in her future endeavors.

Motion carried 6-0-0.

**326.19** Motion by Mrs. Guerrette 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,

**WHEREAS, the Superintendent of Schools James Froio, recommends that Katherine Knowlton be appointed by the Board of Education to a 1.0 FTE four year probationary position as Chemistry Teacher with the Jordan-Elbridge Central School District; and**

**WHEREAS, Katherine Knowlton has an initial certificate in Chemistry, grades 7-12;**

**NOW, THEREFORE, BE IT RESOLVED, that upon the Superintendent's recommendation, the Board hereby appoints Katherine Knowlton to a four year probationary term as Chemistry Teacher, with a salary of \$55,600.00 in the Science tenure area, commencing on September 1, 2018 and ending August 31, 2022, prorated over actual time worked.**

Motion carried 6-0-0.

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**327.19** Motion by Mrs. Guerrette and Seconded by Mrs. Long, **BE IT RESOLVED, that the Board of Education of the Jordan-Elbridge Central School District hereby adopts and approves the employment agreement between the Board and James R. Froio, Superintendent of Schools, from July 1, 2019 to June 30, 2023; and**

**BE IT FURTHER RESOLVED, that the President of the Board of Education is hereby authorized and directed to execute said employment agreement.**

Motion carried 6-0-0.

**328.19** Motion by Mrs. Guerrette and Seconded by Mrs. Baum, **BE IT RESOLVED,**

**RESOLUTION OF THE BOARD OF EDUCATION OF  
THE JORDAN-ELBRIDGE CENTRAL SCHOOL DISTRICT**

***WHEREAS***, the Board of Education (the “Board”) of the Jordan-Elbridge Central School District (the “District”) currently owns the parcel of property located at North Beaver Street in the Village of Jordan, Town of Elbridge, County of Onondaga and State of New York identified as Tax Map Parcel Number 003.-02-05.1, consisting of 29.14 acres of vacant land (the “District Property”); and

***WHEREAS***, the Village of Jordan (the “Village”) currently owns the parcel of property located at 30 Foote Street in the Village, Town of Elbridge, County of Onondaga and State of New York, identified as Tax Map Parcel Number 003.-02-04.0 (the “Village Property”); and

***WHEREAS***, the Village Property is contiguous to the District Property; and

***WHEREAS***, the District and the Village are proposing to swap 4.0 acres of the District Property (the “District Piece”) and 3.0 acres of the Village Property (the “Village Piece”); and

***WHEREAS***, Section 1709(11) of the New York Education Law authorizes school districts “to exchange real estate belonging to the district for the purpose of improving or changing schoolhouse sites”; and

***WHEREAS***, exchanging the District Piece for the Village Piece will serve the District’s interests and allow the District to further improve the area surrounding the Jordan-Elbridge Middle School by, for example, using the Village Piece for new parking for sports fields at the schoolhouse site; and

***WHEREAS***, Mr. John A. Nevin, Jr. has also proposed to donate to the District a one-acre portion (the “Nevin Piece”) of his property located at 52 North Main Street, Village of Jordan, Town of Elbridge, County of Onondaga, State of New York (identified as Tax Map Parcel No. 003.-01-03.1), which is also contiguous to the District Property; and

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**WHEREAS**, the exchange of the District Piece for the Village Piece (the “Exchange”), and the transfer of the Nevin Piece, (collectively, the “Action”), are subject to the provisions of the New York State Environmental Quality Review Act (“SEQRA”) as set forth in Article 8 of the Environmental Conservation Law and the implementing regulations set forth at 6 NYCRR Part 617 (the “Regulations”); and

**WHEREAS**, the Board desires to comply with SEQRA and the Regulations with respect to the Action; and

**WHEREAS**, as a sponsor of the Action, the Town Board has prepared Part 1 of the Short Environmental Assessment Form (“SEAF”) for the Action; and

**WHEREAS**, the Village Board of Trustees and the Village Planning Board are also each considered an “involved agency” (as the quoted term is defined in the Regulations) for the Action; and

**WHEREAS**, the Board has considered the Action in light of the Type I actions listed in Section 617.4 of the Regulations and in light of the Type II actions listed in Section 617.5 of the Regulations; and

**WHEREAS**, pursuant to SEQRA and the Regulations, the Board has considered the significance of the potential environmental impacts of the Action by: (1) using the criteria specified in Section 617.7(c) of the Regulations, (2) examining the SEAF for the Action, including the information in Part 1 of the SEAF and completing the analyses for Parts 2 and 3 of the SEAF, together with examining other available supporting information relevant to the Action, to identify the relevant areas of environmental concern, and (3) thoroughly analyzing the identified areas of relevant environmental concern;

***NOW THEREFORE BE IT RESOLVED***, that

1. The Action is subject to SEQRA.
2. The Action is hereby classified as an Unlisted Action.
3. The Board hereby chooses to conduct an uncoordinated review of the Action pursuant to Section 617.6(b)(4) of the Regulations.
4. The Board has compared the impacts that may reasonably be expected to result from the Action to the criteria for determining significance identified in Section 617.7(c)(1) of the Regulations and evaluated the issues of causation and significance in light of the standards under the same Section of the Regulations.
5. The Board has not identified any significant adverse environmental impacts associated with the Action and none are known to the Board. Based upon its review, and for the reasons set forth in the attached SEAF and its supporting written elaboration, the Board hereby



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determines that the Action will not have any significant adverse impacts on the environment and reaches the following further conclusions:

- a. The Action will not result in (i) substantial adverse change in existing air quality; ground or surface water quality or quantity, traffic or noise levels; a substantial increase in solid waste production; or a substantial increase in potential for erosion, flooding, leaching or drainage problems; (ii) the removal or destruction of large quantities of vegetation or fauna; substantial interference with the movement of a resident or migratory fish or wildlife species; impacts on a significant habitat area; substantial adverse impacts on threatened or endangered species of animal or plant, or the habitat of such species; or (iii) other significant adverse impacts to natural resources;
- b. The Action will not affect a critical environmental area as designated pursuant to 6 NYCRR § 617.14(g);
- c. The Action will not conflict with the community's current plans or goals as officially approved or adopted;
- d. The Action will not result in the impairment of the character or quality of important historical, archeological, architectural, or aesthetic resources or of existing community or neighborhood character;
- e. The Action will not result in a major change in the use of either the quantity or type of energy;
- f. The Action will not result in the creation of a hazard to human health;
- g. The Action will not result in a substantial change in the use, or intensity of use, of land including architectural, open space or recreational resources, or in its capacity to support existing uses;
- h. The Action will not result in encouraging or attracting of a large number of people to a place or places for more than a few days, compared to the number of people who would come to such place absent the action;
- i. The Action will not result in the creation of a material demand for other actions that would result in one or more of the above consequences;
- j. The Action will not result in changes in two or more elements of the environment, no one of which has a significant impact on the environment, but when considered together result in a substantial adverse impact on the environment; and
- k. The Action will not result in two or more related actions undertaken, funded or approved by an agency, none of which has or would have a significant impact on the environment, but when considered cumulatively would meet one or more of the criteria in 6 NYCRR § 617.7(c).

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6. The information available concerning the Action was sufficient for the Board to make its determination.
7. The Board hereby approves and adopts the SEAF for the Action (Parts 1, 2, and 3 with the supporting written elaboration), issues a Negative Declaration, and will not require the preparation of an environmental impact statement for the Action.
8. The Board hereby directs the President of the Board to execute the SEAF and to arrange for execution by its preparer, and to make any filing(s) or publication required by law of the Negative Declaration.
9. The Board directs that documents relating to the Action shall be maintained in files that are readily accessible to the public and made available on request, subject only to the limitations established by the Freedom of Information Law.
10. The Board finds that receipt of the Village Piece gives the District just and valuable consideration for the District Piece, and further finds that the Exchange will provide the District with property and benefits of reciprocal value to those which the District is giving in return.
11. The Board finds that it is in the best interest of the District to authorize the Exchange and to accept the transfer of the Nevin Piece in order to enhance District properties and services.
12. Accordingly, the Board hereby approves and authorizes the Exchange and the conveyance by the District to the Village of fee title to the District Piece in exchange for the conveyance by the Village to the District of fee title to the Village Piece.
13. The Board's authorization of the above conveyance is conditioned upon the Village's transfer of the Village Piece to the District.
14. The Board also hereby approves and authorizes the conveyance of fee title in the Nevin Piece to the District.
15. The Board authorizes the President of the Board to execute any and all documents that are necessary to effect the Exchange and the transfer of the Nevin Piece which are authorized herein, and the Board further authorizes the President of the Board and District staff and personnel to take any other steps necessary to carry out this Resolution.
16. This Resolution shall take effect immediately.

Motion carried 6-0-0.

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**Exempt Session**

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

- Student Issue

Motion carried 6-0-0.

Meeting adjourned to exempt session at 8:17 PM.

Mr. Gallaro invited Ms. Schue and Mr. Schermerhorn into exempt session.

Meeting reconvened at 8:41 PM.

**Adjournment**


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

Motion carried 6-0-0.

Meeting adjourned at 8:42 PM.

**Follow-up Items**

<b>Subject</b>	<b>Assignee</b>	<b>Tentative Due Date</b>	<b>Action Taken</b>
Superintendent's Evaluation	BOE	March 20, 2019	TBA

  
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Bernadette Fall, District Clerk