

**JORDAN-ELBRIDGE CENTRAL SCHOOL DISTRICT
REGULAR MEETING MINUTES
WEDNESDAY, NOVEMBER 4, 2020**

BOARD MEMBERS PRESENT (via roll call)

Dr. Childres
Mrs. Fordyce
Mrs. Guerrette
Mrs. Long
Mrs. May
Mr. Yard

BOARD MEMBERS ABSENT (via roll call)

N/A

ALSO PRESENT

RJ Hartwell, School Business Administrator & Treasurer
Mark Schermerhorn, High School Principal
Community members and teachers

Organization

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

Mrs. Guerrette took roll call.

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

Mr. Moulding joined the meeting at 6:38 PM.

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

Mrs. Fordyce shared that she watched the virtual version of, "The Hunchback of Notre Dame," said it was very good and she was impressed with how vocally strong our students are.

Mrs. Guerrette commended Mr. Schermerhorn and the high school staff for a seamless process for the transition to all remote learning and back, adding that it was well organized and was impressed with the master schedule.

Mr. Froio indicated that the practice remote day was a success and commended the teachers on their ability to switch gears seamlessly.

Mr. Froio shared that the JE Marching Eagles will perform at the High School and livestream their performance, which will include a song from Queen, titled, "Don't Stop Me Now."

Presentations/Administrative Reports

Jim Froio, Superintendent of Schools, presented the BOE with a slideshow of the updated quarantine procedures. Please see the slideshow attached to the minutes for details.

Mark Schermerhorn, High School Principal, presented the BOE with a slideshow of the High School's Marking Period 1 Status Report. Please see the slideshow attached to the minutes for details.

Public Comments

N/A

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Receipt of written questions/comments

N/A

Approval of Minutes

Motion by Mrs. May and Seconded by Mrs. Fordyce **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 **October 14, 2020**.

Motion carried 4-0-3. (Dr. Childres, Mrs. Long & Mr. Yard abstained)

Consent Agenda

Motion by Mrs. Long and Seconded by Dr. Childres, **BE IT RESOLVED**:

- 186.21** 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**.
- 187.21** The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **add the following individuals to the 2020-21 Per Diem Substitute Lists**:
- **Amanda Miano- Non-Certified Teacher**
 - **Jodi Gasparek- Remote Support *start date 11/4/2020**
- 188.21** 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 July 2020**.
- 189.21** 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 August 2020**.
- 190.21** 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 September 2020**.
- 191.21** 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 October 2020**.

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- 192.21 The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **accept the retirement of Janice Schue, Assistant Superintendent for Instruction, Records Access Officer & Title IX Compliance Officer, effective November 27, 2020.**
- 193.21 The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **accept the resignation of Amy Casper, Teaching Assistant, effective October 30, 2020.**
- 194.21 The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **accept the resignation of Leo McCormick, seventh Grade Team Leader, effective September 28, 2020.**
- 195.21 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 2020-2021 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> |
|-----------------|--------------------------------|----------------|
| Douglas Hickman | Middle School Yearbook Advisor | \$ 949.00 |

- 196.21 The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **rescinds prior board action to correct an employee's probationary term and add tenure area:**

WHEREAS, the Superintendent of Schools James Froio, recommends that RJ Hartwell be appointed by the Board of Education to a 1.0 FTE three year probationary position as School Business Administrator with the Jordan-Elbridge Central School District; and

WHEREAS, RJ Hartwell holds an internship certificate in School District Business Leader;

NOW, THEREFORE, BE IT RESOLVED, that upon the Superintendent's recommendation, the Board hereby appoints RJ Hartwell to a 1.0 FTE three year probationary position as School Business Administrator, with a salary of \$93,866.00, prorated over actual time worked, in the School Business Administrator tenure area, commencing on November 1, 2020 and ending on October 31, 2023.

- 197.21 The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **rescinds prior board action to add an employee's probationary term:**

and subject to the applicable Civil Service Law and Rules, the Board of Education hereby appoints RJ Hartwell to the position of School District Treasurer, in the Exempt Civil Service position, with a stipend of \$100.00, pro-rated over actual time worked, in the Non-Represented group, with a 52 week probationary appointment beginning November 1, 2020. This position is classified as confidential.

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- 198.21** The Superintendent of Schools recommends that the Board of Education of the Jordan-Elbridge Central School District **accept the donation of school supplies from Staples, for the Jordan-Elbridge Central School district.**
(folders, notebooks, pencils, markers, rulers)

Mr. Froio wished Ms. Schue a very happy retirement, thanked her for propelling the district forward academically, and shared that the most memorable times were when flocks of former Elbridge students would run to her like a rock star, adding that is the best testament to the impact she had on the district.

Mrs. Long thanked Ms. Schue and indicated that she has been invaluable to JECSD, will be hard to replace and will be really missed.

Mrs. Guerrette shared that she will miss all the great guidance Ms. Schue's been able to give, thanked her for all the really hard work she put into this district and wished her all the best.

Motion carried 7-0-0.

Items for Board action

- 199.21** Motion by Mrs. Long 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 RJ Hartwell as Records Access Officer**, until the next reorganizational meeting.

Motion carried 7-0-0.

- 200.21** Motion by Mr. Yard 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 **appoint Colleen Frawley as Title IX Compliance Officer**, until the next reorganizational meeting.

Mrs. Long asked if Ms. Schue has been a mentor in regards to the above two positions. Mr. Froio shared that this individual has worked closely with Ms. Schue because she will be taking over some of her duties relative to the APPR and Title 1 grants.

Mr. Hartwell added that he has been working with Ms. Frawley talking about grants and learning a lot about it together.

Motion carried 7-0-0.

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201.21 Motion by Mrs. Long and Seconded by Mrs. Fordyce, **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 Michael Lippa to the position of School Bus Driver, in the Non-Competitive Civil Service position, at an hourly rate of \$24.92, in the Transportation Local group, with a 52 week probationary appointment beginning October 26, 2020.**

Mrs. Guerrette asked Mr. Froio where the district is in terms of drivers and Mr. Froio shared that since drivers have remained healthy, all positions are filled.

202.21 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 Team Leader for Jordan-Elbridge Middle School, as indicated below for the 2020-2021 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 starting September 29, 2020:**

| <u>Name</u> | <u>Position</u> | <u>Stipend</u> |
|--------------|-----------------------|----------------|
| Jaime Glantz | 7 th Grade | \$2,107.00 |

Mr. Froio said this individual has emerged as a leader in organizing IB, he saw her potential immediately and is glad she decided to step into this position.

Motion carried 7-0-0.

203.21 Motion by Mrs. May 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 **grant the retention agreement for Janice Schue for \$29,000.00.**

Mr. Froio shared that this agreement was entered into over 2 years ago, when her retirement was more lucrative for her than continuing to work, so this agreement was to coax her into staying longer, was prorated because she did not stay until the conclusion of this school year, but is understandable give the situation. Mr. Froio also added that this money was set aside two and half years ago so it has zero impact on this school years budget.

Motion carried 7-0-0.

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- 204.21** Motion by Mrs. Long 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 **abolish one (1) 1.0 FTE Principal on Special Assignment position.**

Motion carried 7-0-0.

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205.21 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 resolution below authorizing participation in cooperative energy purchasing service (NYSMEC) for electricity:**

WHEREAS, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

WHEREAS, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

WHEREAS, Jordan-Elbridge Central School District (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

WHEREAS, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

NOW THEREFORE, BE IT RESOLVED, that this Board hereby determines that it is in the interests of the Jordan-Elbridge Central School District to participate in the NYSMEC, and authorizes and directs RJ Hartwell to sign the Agreement/and or the Billing Schedule and Agreement for electricity on its behalf; and

BE IT FURTHER RESOLVED, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of electricity delivered to the delivery point of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity electricity not to exceed \$0.0736 cents per kWh for a term of at least one year and no more than three years commencing May 1, 2021, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

BE IT FURTHER RESOLVED, that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

BE IT FURTHER RESOLVED, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

Motion carried 7-0-0.

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206.21 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 resolution below authorizing participation in cooperative energy purchasing service (NYSMEC) for natural gas:**

WHEREAS, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

WHEREAS, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

WHEREAS, Jordan-Elbridge Central School District (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

WHEREAS, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May, 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

NOW THEREFORE, BE IT RESOLVED, that this Board hereby determines that it is in the interests of the Jordan-Elbridge Central School District to participate in the NYSMEC, and authorizes and directs RJ Hartwell to sign the Agreement/and or the Billing Schedule and Agreement for natural gas on its behalf; and

BE IT FURTHER RESOLVED, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of natural gas delivered to the city gate of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity natural gas not to exceed \$0.583 cents per therm for a term of at least one year and no more than three years commencing May 1, 2021, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

BE IT FURTHER RESOLVED, that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

BE IT FURTHER RESOLVED, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

Motion carried 7-0-0.

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207.21 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 **amend the school district calendar to reflect the following district half days, to provide staff with collaborative academic opportunities and wellness activities:**

- **Friday, November 20th**
- **Wednesday, December 23rd**
- **Friday, January 15th**
- **Friday, February 12th**
- **Thursday, March 25th**

Motion carried 7-0-0

Executive Session

Motion by Dr. Childres and Seconded by Mrs. Long, **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 7-0-0.

Meeting adjourned to Executive Session at 7:53 PM.

Meeting reconvened at 8:50 PM.

Adjournment

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

Motion carried 7-0-0.

Meeting adjourned at 8:50 PM.



Bernadette Fall, District Clerk