



Minutes of the Board of Education

November 16, 2020

Members Present: Chris Foster  
Samantha Hicks  
Doug Kelley  
Meghan McGarry  
Ann Morone  
Peter Schaefer  
Jessica Zweig

Others Present: Superintendent of Schools: Dr. James R. Franchini  
Assistant Superintendent: Matt Hladun  
Assistant Superintendent for Business: Michael Ouimet

Absent: Director of Personnel Development: Kimberly Nugent

A meeting of the Board of Education was held virtually via ZOOM on November 16, 2020. The meeting began at 6:34 p.m.

I. Welcome and Pledge of Allegiance

Ms. Zweig, President

II. Superintendent's Report

- News and Updates
- Celebrations of Success
- Presentation – Algonquin Middle School Learning Team

III. Public Comment - Community members seeking to provide questions or comments to the Board of Education should email them to the District Clerk at [primeaul@apcsd.org](mailto:primeaul@apcsd.org). Comments and questions that are received before the conclusion of the Board of Education meeting on Monday, November 16<sup>th</sup> will be recorded in the minutes of the meeting.

Board of Education members received an email from two students inquiring about forming a ski club at the Averill Park High School.

CONSTENT AGENDA

IV. Consent agenda - moved to approve the consent agenda as listed A-D

Although Board action is required, it is generally unnecessary to hold discussion on these items. With the consent of all members, they are therefore grouped and approval is given in one motion. In the event a Board member wants to discuss any item, it is moved to an appropriate place on the agenda.

A. RESOLVED, to approve to accept Board of Education minutes of October 19, 2020.

B. Financial Recommendations

FINANCIAL RECOMMENDATIONS

1. RESOLVED, to approve to accept the Audit Committee meeting minutes of October 19, 2020.
2. RESOLVED, to approve to accept the Treasurer's reports for September 2020.
3. RESOLVED, to approve to accept the Budget Status report for November 2020.

4. RESOLVED, to approve to accept the Revenue Status report for November 2020.
5. RESOLVED, to approve budget transfers as presented for ordinary contingent expenditures necessary to maintain the educational program or necessary to preserve property or ensure the health and safety of students or staff.
6. RESOLVED, to approve to accept a donation of school supplies in the amount of \$1,566.45 from the Walmart in Brunswick for use at the West Sand Lake Elementary School.
7. RESOLVED, to approve to accept a donation of supplies and books for the Backpack Program in the amount of \$572.29 from the DeSignore Companies to benefit students at all three elementary schools.
8. RESOLVED, to approve a budget transfer in the amount of \$2,680.00 from the Employee Benefits Accrued Liability Reserve to fund an employee retirement payment and increase the General Fund budget (A9089-801-000-0000) by this amount.
9. RESOLVED, to approve to establish the Bob Hoffay Memorial Scholarship sponsored by his family to be awarded annually to a graduating senior who possesses the same characteristics of Bob and is pursuing a career in the trades. The monetary award will be \$500 each year.
10. RESOLVED, to approve to accept the appointment of Marvin and Company, CPA's as the District's independent auditor for the three-year period, 2020-2023.
11. RESOLVED, to approve to adopt the budget calendar for the preparation of the 2021-22 school budget as attached.

C. Routine Personnel Action

STAFF RECOMMENDATIONS

The Board took action on routine resignations, appointments, leaves and terminations.

**Instructional Appointment: Tenure**

Name	Tenure Area	Date	Building
Bubniak, Mark	District Administrator	12/22/2020	Averill Park High School

**Instructional Appointment: Probationary Amend Start Date**

Name	Tenure Area	Probationary Period	Certification	Salary
Waters, Jaclyn	Elementary	10/26/2020-10/25/2024*	Childhood Education (Grades 1-6) Professional Certificate	APTA Collective Bargaining Agreement MA Step 4

\* tenure contingent upon successful completion of the probationary term and having received composite or overall APPR ratings of either "Effective" or "Highly Effective" in at least three of the four preceding years and a rating higher than "Ineffective" at the conclusion of the 2023-2024 school year.

**Instructional Appointment: Approved Home Instructors**

Name	Assignment	Effective Dates
Goodermote, Joanne	Home Instruction	2020-2021

**Instructional: Resignation**

Name	Assignment	Effective Date
Bille, Linda	Student Support K-12 Teacher Leader	01/20/2021

**Non-Instructional Appointment: Temporary**

Name	Position	Location/Assignment	Effective Dates
Bump, Mary	Monitor 2.5 hours	Algonquin	10/26/2020-06/30/2021
Wehnau, Kelly	Monitor 7.5 hours	High School	10/29/2020-06/30/2021

**Non-Instructional Appointment: Probationary to Permanent**

Name	Position	Location/Assignment	Effective Dates
Connors Bergmann, Jodi	Teacher Aide	Poestenkill	11/05/2020
Deegan, Heather	Teacher Aide	Miller Hill/Sand Lake	11/24/2020
Shaw, Krystal	Teacher Aide	West Sand Lake	11/17/2020

**Non-Instructional: Unpaid Leave Of Absence**

Name	Position	Effective Dates
Kreischer, Melissa	Teacher Aide	11/03/2020-12/01/2020

**Non-Instructional Appointment: Probationary**

Name	Position	Location/Assignment	Effective Date	Salary
Garner, Sarah	Bus Attendant 6.25 hours	Transportation	10/26/2020 - 10/25/2021	CSEA Agreement Step 3
Leggio, Rocky	Bus Driver 6.25 hours	Transportation	9/1/2020 - 8/31/2021	CSEA Agreement Step 5

**Non-Instructional: Change in Hours**

Name	Position	Location	Effective Dates
Bentley, Rebecca	Teacher Aide 4.00 hours	West Sand Lake	11/17/2020
Clark, Samantha	Bus Attendant 5.75 hours	Transportation	11/02/2020
Cluett, Kelly	Teacher Aide 4.25 hours	West Sand Lake	11/17/2020
Doin, Adrienne	Cook 7.5 hours	Miller Hill/Sand Lake	11/02/2020
Engwer, Dawn	Food Service Helper 5.5 hours	Miller Hill/Sand Lake	11/02/2020
Griffin, Elena	Food Service Helper 6.25 hours	High School	11/02/2020
Heeran, Mary	Bus Driver 5.5 hours	Transportation	11/02/2020
Mackey, Vicki	Monitor 1 hour	High School	11/02/2020

Rudd, John	Bus Driver 5.75 hours	Transportation	11/02/2020
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**Non-Instructional: Resignation**

Name	Position	Effective Date
Hale, Renee	Teacher Aide 7.5 hours	11/13/2020
Monroe, Kathy	Food Service Helper 5.5 hours	10/20/2020
Tuttle, Michael	Auto Mechanic	10/21/2020
Wolfe, Joseph	Custodial Worker	11/05/2020

**Appointment Athletic Coaches: Spring 2021**

Name	Sport/Assignment	Salary
Pugliese, David	Varsity Softball Assistant Coach	As per the Collective Bargaining Agreement Article 21, Section 1. Level 4

**Appointment: Approved Instructional Substitutes**

Name	Assignment	Effective
Dewey, Deborah	Physical Therapist	2020-2021
Fisher, Seth	Teacher	2020-2021
Giannone, John	Teacher, Teacher Assistant	2020-2021

**Appointment: Approved Non-Instructional Substitutes**

Name	Assignment	Effective Date
Giannone, John	Teacher Aide	10/27/2020
Jansen, Makenna	Teacher Aide, Monitor	11/23/2020
Makar, Alyssa	Teacher Aide, Food Service Helper, Monitor	10/23/2020
Pitts, Cynthia	Teacher Aide, Monitor	10/22/2020
Platti, Tiffany	Bus Driver, Bus Attendant	11/10/2020

**D. Special Education Recommendations**

**SPECIAL EDUCATION RECOMMENDATIONS**

Moved that the Board of Education, upon the recommendation of the Superintendent of Schools, approve the actions of the CSE, CPSE and 504 committees and Agreed upon Amendments.

**APPROVED CONSENT AGENDA**

On a motion by Mrs. McGarry, seconded by Mr. Kelley, to approve the consent agenda items A-D.

YES: 7                                      NO: 0                                      ABSTAIN: 0                                      MOTION CARRIED

On a motion by Mrs. McGarry, seconded by Mrs. Hicks, to approve Makenna Jansen's effective date to be November 16, 2020.

YES: 7                                      NO: 0                                      ABSTAIN: 0                                      MOTION CARRIED

- V. Approve the Memorandum of Agreement by and between the Averill Park Central School District and the Averill Park Teachers' Association regarding an increase in the stipend for the Co-Directors of Nursing.

APPROVED MOA CO-DIRECTORS OF NURSING

On a motion by Mr. Foster, seconded by Mrs. McGarry, to approve the Memorandum of Agreement by and between the Averill Park Central School District and the Averill Park Teachers' Association regarding an increase in the stipend for the Co-Directors of Nursing.

YES: 7                                      NO: 0                                      ABSTAIN: 0                                      MOTION CARRIED

- VI. Approve the appointment of the Inspectors of Election to conduct the special referendum vote on December 8, 2020, as per the list provided.

APPROVED INSPECTORS OF ELECTION

On a motion by Mrs. McGarry, seconded by Mrs. Hicks, to approve the appointment of the Inspectors of Election to conduct the special referendum vote on December 8, 2020, as per the list provided.

YES: 7                                      NO: 0                                      ABSTAIN: 0                                      MOTION CARRIED

- VII. Approve the appointment of Yvonne Phillips as Chief Inspector of Election to conduct the special referendum vote on December 8, 2020.

APPROVED CHIEF INSPECTOR OF ELECTION

On a motion by Mr. Foster, seconded by Mrs. McGarry, to approve the appointment of Yvonne Phillips as Chief Inspector of Election to conduct the special referendum vote on December 8, 2020.

YES: 7                                      NO: 0                                      ABSTAIN: 0                                      MOTION CARRIED

- VIII. BE IT RESOLVED; that Board of Education of the Averill Park Central School District enter into an agreement to participate in the Cooperative Energy Purchasing Services (NYSMEC) for Electricity, as per the attached.

APPROVED AGREEMENT TO PARTICIPATE IN COOPERATIVE (NYSMEC) FOR ELECTRICITY

On a motion by Mrs. McGarry, seconded by Dr. Schaefer, to approve that the Board of Education of the Averill Park Central School District enter into an agreement to participate in the Cooperative Energy Purchasing Services (NYSMEC) for Electricity, as per the attached.

YES: 7                                      NO: 0                                      ABSTAIN: 0                                      MOTION CARRIED

- IX. BE IT RESOLVED; that Board of Education of the Averill Park Central School District enter into an agreement to participate in the Cooperative Energy Purchasing Services (NYSMEC) for Natural Gas, as per the attached.

APPROVED AGREEMENT TO PARTICIPATE IN COOPERATIVE (NYSMEC) FOR NATURAL GAS

On a motion by Mrs. McGarry, seconded by Mrs. Hicks, to approve that the Board of Education of the Averill Park Central School District enter into an agreement to participate in the Cooperative Energy Purchasing Services (NYSMEC) for Natural Gas, as per the attached.

YES: 7                                      NO: 0                                      ABSTAIN: 0                                      MOTION CARRIED

- X. RESOLVED, by the Board of Education of Averill Park Central School District that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

APPROVED NYS LOCAL GOVERNMENT RECORDS (LGS-1) SCHEDULE

On a motion by Mrs. McGarry, seconded by Mrs. Morone, resolved, by the Board of Education of Averill Park Central School District that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

YES: 7                                      NO: 0                                      ABSTAIN: 0                                      MOTION CARRIED

XI. Approve the Special Education District Plan for 2020-2021

APPROVED THE SPECIAL EDUCATION DISTRICT PLAN

On a motion by Mr. Foster, seconded by Dr. Schaefer, approved the Special Education District Plan for 2020-2021.

YES: 7                                      NO: 0                                      ABSTAIN: 0                                      MOTION CARRIED

XII. Policy Review

APPROVED POLICIES

Policy 5420 – Student Health Services

Second Reading

On a motion by Mrs. McGarry, seconded by Mr. Foster to approve Policy 5420 – Student Health Services.

YES: 7                                      NO: 0                                      ABSTAIN: 0                                      MOTION CARRIED

Regulation 5420-R – Student Health Services

Second Reading

On a motion by Mrs. McGarry, seconded by Mrs. Morone to approve Regulation 5420-R – Student Health Services.

YES: 7                                      NO: 0                                      ABSTAIN: 0                                      MOTION CARRIED

Policy 1500 – Public Use of School Facilities

Second Reading

On a motion by Mrs. Morone, seconded by Mrs. McGarry to approve Policy 1500 – Public Use of School Facilities.

YES: 7                                      NO: 0                                      ABSTAIN: 0                                      MOTION CARRIED

Policy 6700 – Purchasing

Second Reading

On a motion by Mrs. McGarry, seconded by Mr. Foster, to approve Policy 6700 – Purchasing

YES: 7                                      NO: 0                                      ABSTAIN: 0                                      MOTION CARRIED

XIII. Board Member Reports

XIV. Adjourn Meeting

MEETING ADJOURNED

On a motion by Mrs. McGarry, seconded by Mr. Kelley, approved to adjourn the meeting at 8:26 p.m.

YES: 7                                      NO: 0                                      ABSTAIN: 0                                      MOTION CARRIED



Linda Primeau, District Clerk