



**1. CALL TO ORDER & ROLL CALL**

Members Present

Others Present

- \_Mr. John DiCocco, President
- \_Mr. Michael Pasquarella, Vice President
- \_Mrs. Jean Hanson
- \_Mrs. Kate Kruk
- \_Mr. Angelo Santabarbara
- \_Mr. Robert Sheehan
- \_Mr. Kevin Thompson

- \_Dr. Carol Pallas, Superintendent of Schools
- \_Mr. Joseph Lenz, Business Administrator
- \_Miss Isabella Amoroso, Student Representative
- \_Mr. Jackson Defayette, Student Representative

**2. EXECUTIVE SESSION**

*Recommended Motion:* "That the Board adjourn to Executive Session to discuss personnel appointments, legal matters, STA negotiations and noninstructional staff contacts."

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

The Board reconvened at \_\_\_\_\_ PM.

**3. PLEDGE OF ALLEGIANCE**

**4. APPROVAL OF AGENDA**

*Recommended Motion:* "That the agenda for the December 17, 2018 meeting of the Schalmont Board of Education be approved."

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

**5. SPECIAL PRESENTATIONS**

**6. STUDENT REPRESENTATIVE REPORT**

**7. SUPERINTENDENT'S REPORT**

**8. RESIDENTS' COMMENTS** - Welcome to this meeting of the Schalmont Board of Education. If you would like to speak during one of the residents comments portion of the meeting, please complete the blue form and give it to the Clerk of the Board, Joseph Lenz, prior to the start of the meeting. There will be two opportunities for public comment. **The first public comment will be restricted to Board agenda items, allowing the Board to continue its business meeting.** The comment section at the end of the meeting is for general, non-agenda items. Please note the following procedures: The Board of Education is obligated to follow the agenda; questions will be taken; individual Board members do not provide individual responses during Board meetings. The Board may not discuss personnel in public session. Answers to all questions will be responded to in writing and will be posted on the Schalmont website. Questions and answers will be kept on file in the District Office as well; as general procedure, three minutes are allocated per speaker.

**9. CONSENT AGENDA**

*Recommended Motion:* "That the consent agenda consisting of the following be approved:"

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

- Board of Education Meeting Minutes - November 5, 2018; November 19, 2018
- Financial Reports: Treasurer's Report - November 2017
  - HS Extracurricular Activity Report - November 2018
  - MS Extracurricular Activity Report - November 2018
- CSE/CPSE Recommendations
- Personnel Matters

**10. NEW BUSINESS**

**Interim Business Administrator:** *Recommended Motion:* "WHEREAS, Joseph Lenz is resigning as Business Administrator effective January 1, 2019 and the School District will be conducting a search for a new Business Administrator; and, WHEREAS, in the interim there will certain business office duties that need to be performed and Treasurer Brenda Leitt has agreed to perform those duties in addition to her regular duties as Treasurer until such time as the position is filled or the School District determines otherwise. IT IS HEREBY RESOLVED THAT, upon the recommendation of the Superintendent of Schools, Brenda Leitt will be paid a stipend of \$1,000 per week for performance of the additional duties during this temporary period in addition to her regular salary. The stipend will commence on January 1, 2019 and last until such time as the temporary assignment of duties is discontinued by the School District by the appointment of a new Business Administrator or otherwise."

Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**Interim District Clerk:** *Recommended Motion:* "WHEREAS, Joseph Lenz is resigning as Business Administrator and District Clerk effective January 1, 2019 and the School District needs a new District Clerk for the remainder of the 2018-2019 school year; and, WHEREAS, Donna Woods has agreed to perform the duties of District Clerk in addition to her regular duties until June 30, 2019. IT IS HEREBY RESOLVED THAT, upon the recommendation of the Superintendent of Schools, Donna Woods is appointed as District Clerk for the period January 1, 2019 to June 30, 2019 and will be paid a total stipend of \$3,000 for this period of time for the performance of District Clerk duties. The stipend will be paid in appropriate portions over the pay periods remaining in the school year and will commence on January 1, 2019 and be paid through June 30, 2019."

Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**Increase 2018-19 General Fund Budget:** *Recommended Motion:* "That the Board of Education approve an increase to the 2018-19 General Fund for this unanticipated revenue source which will be used for Transportation Equipment \$25,000; Fall Tuition for the College in the High School \$1,392; Music Equipment \$6,450, Elementary School Equipment \$8,579; Middle School Equipment \$8,579"

Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

Increase Estimated Revenues:	A3289 Other State Aid:	\$50,000
Increase Appropriations:	A5510200000000	\$25,000
	A2810449120000	\$ 1,392
	A2110200122500	\$ 1,775
	A2110200052500	\$ 8,579
	A2110200112500	\$ 8,579
	A2110200121900	\$ 4,675

**Increase 2018-19 General Fund Budget:** *Recommended Motion:* "That the Board of Education approve an increase to the 2018-19 General fund for this unanticipated revenue source which will be used for Technology Equipment:"

Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

Increase Estimated Revenues:	A3289 Other State Aid:	\$50,000
Increase Appropriations:	A2630200000000	\$50,000

**Board of Education Meeting Date Change:** *Recommended Motion:* “That the Board of Education change the May 6, 2019 Board of Education meeting to Tuesday, May 7, 2019.” Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**Budget Calendar:** *Recommended Motion:* “That the Board of Education approve the 2019-20 Budget Calendar.” Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**SSRPA Personnel Matter:** *Recommended Motion:* “That the Board of Education approve the agreement to resolve PERB Case No. A2017-270.” Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**School Board Policy-First Read:** *Recommended Motion:* “That the Board of Education approve the first reading of the following School Board policy:” Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_  
#7450 Fundraising by Students and School-Sanctioned Groups

**School Board Policy-Second Read/Adoption:** *Recommended Motion:* “That the Board of Education approve the second reading and adoption of the following School Board policy:” Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_  
#5620 Inventories and Accounting of Fixed Assets.”

**Fundraiser Requests:** *Recommended Motion:* “That the Board of Education approve the following fundraiser requests:” Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

<u>Submitted by</u>	<u>Fundraiser</u>
Brian Croote, Varsity Track	Sale of Athletic Wear, December 18-January 18, 2019
Courtney Deming, MS Environmental Club	Clynk Bottle Drive, January 14-March 22, 2019
Alexandra Croft, Class of 2021	Easter Candy Sale, April 1-12, 2019
Alexandra Croft, Class of 2021	T-Shirt/Sweatshirt Sale, December 18-21, 2018
Alexandra Croft, Class of 2021/Drama Club	“Dinner and Show” Ticket Sale, March 8, 2019

**11. DISCUSSION TOPICS**

**12. RESIDENTS COMMENTS**

**13. BOARD OF EDUCATION COMMENTS**

**14. EXECUTIVE SESSION AND ADJOURNMENT**

*Recommended Motion:* “That the December 17, 2018 meeting of the Board of Education be adjourned to Executive Session, not to reconvene.” \_\_\_\_\_PM Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**PERSONNEL MATTERS**

**Administrative Personnel Matters**

Resignation

Joseph Lenz, School Business Administrator, effective January 1, 2019

**Instructional Personnel Matters**

Resignation

Andrew DeMartino, Teaching Assistant, effective January 9, 2019

Full Time Probationary Appointment

Name: Monica DiCocco  
 Position: Spanish Teacher  
 Tenure Area: Foreign Language  
 Effective: January 21, 2018  
 Probation: 4 years-January 21, 2018 through January 20, 2022  
 Step: 9M

Appointments

- Stephanie Carter/Licensed Clinical Social Worker Supervisor: Appoint Stephanie Carter to the position of Licensed Clinical Social Worker Supervisor, effective for 2018-19 school year, at a stipend of \$3,457, in accordance with the Memorandum of Understanding between the school district and the Schalmont Teachers Association dated November 30, 2018.
- Wendy Stearns/Tenure Mathematics Area: Appoint Wendy Stearns to the mathematics tenure area, in accordance with the Memorandum of Understanding between the school district and the Schalmont Teachers Association dated December 6, 2018.
- BOCES Substitute Teachers: Packet #13: John Daniels; Rebecca Flis; Ana Hartley; Miriam Vargas; Packet #14: Patrick Biel; Jerry Delerme; Ashley Ferraro; Elise Gabriel; Packet #15: Megan Bender; Margaret Currier; Jessica Dilorenzo; Danielle Hoke; Austin Kadle; Madeleine Lenox; Ryan Little; Olivia Mules; Lucinda Neal; Packet #16: Megan Carhart; Meghan Cullen; Jennifer Finazzo; Alaina Lange; Lisa Rust; Kristen Shoemaker; Matthew Toy

**Noninstructional Personnel Matters**

<u>Appointments</u>	<u>Position</u>	<u>Effective</u>	<u>Hourly Rate</u>
Rebecca Reutzel	Substitute Monitor	12/18/18	\$14.47

<u>Change in Hours</u>	<u>Change</u>	<u>Effective</u>	<u>Hourly Rate</u>
Anthony Farina, Bus Driver	+ .5 hour	12/3/18	\$29.73

**Other Personnel Matters**

Resignations

- Donna Woods, School Tax Collector, effective January 1, 2019.

Appointments

- Records Access Officer: Mrs. Brenda Leitt will be taking over the Records Access Officer duties from Joseph Lenz, who will resign from the District on close of business on January 1, 2019. These duties are normally part of the District's Annual Appointments, approved at the yearly Re-Organizational meeting in July of each year.
- Purchasing Agent: Mr. Bronson Knaggs will be taking over the Purchasing Agent duties from Joseph Lenz, who will resign from the District on close of business on January 1, 2019. These duties are normally part of the District's Annual Appointments, approved at the yearly Re-Organizational meeting in July of each year.

- Certification of Payroll: Dr. Carol Pallas will be taking over the Certification of Payroll duties from Joseph Lenz, who will resign from the District on close of business on January 1, 2019. These duties are normally part of the District's Annual Appointments, approved at the yearly Re-Organizational meeting in July of each year.
- School Tax Collector: Wendy Dixon will be taking over the School Tax Collector duties from Donna Woods who will resign from the position on the close of business on effective January 1, 2019. These duties are normally part of the District's Annual Appointments, approved at the yearly Re-Organizational meeting in July of each year.