

JASPER-TROUPSBURG CENTRAL SCHOOL DISTRICT

July 10, 2019

July 10, 2019

Reorganization Meeting

Members Present –

Administration -

Michael A. Mead, Superintendent
Christopher D. Parker, 6-12 Principal
LeeAnne C. Herold, Elementary Principal

Keith Kraus, President
Jodi M. VanGorden, Vice President
Andrew Butler-Absent
Chad C. Groff
Amy Aldrich
Jason Hayes
Andrew Cornell

Others –

Melinda S Morgan, District Clerk
Stephen Miskell, Business Manager
Sue Flint
Stephanie Potter
Hailey Potter
Paige Price
Brianna Robords
Ashlie Flint
Jessica Dgien
Alton Ainslee
Steve Morse

The meeting was held at the elementary school building and called to order by the District Clerk, Mrs. Morgan, at 6:00 P.M. The Pledge of Allegiance was done.

The oath of office was administered to newly elected board member Andrew Cornell by the District Clerk.

A motion was made by Chad Groff and seconded by Jason Hayes and carried to nominate Keith Kraus as President of the Board of Education for the 2019-2020 fiscal year.

The vote was 6-yes, 0-no.

Keith Kraus was declared Board of Education President for the 2019-2020 fiscal year.

A motion was made by Amy Aldrich and seconded by Chad Groff and carried to nominate Jodi VanGorden as Vice President of the Board of Education for the 2019-2020 fiscal year.

The vote was 6-yes, 0-no.

Jodi VanGorden was declared Board of Education Vice President for the 2019-2020 fiscal year.

The District Clerk turned the meeting over to President Keith Kraus.

The following appointments were presented for the 2019-2020 fiscal year:

JASPER-TROUPSBURG CENTRAL SCHOOL DISTRICT

July 10, 2019

A motion was made by Chad Groff seconded by Jodi VanGorden and carried to appoint Mr. Michael A. Mead as the Superintendent of Schools.

The vote was 6-yes, 0-no.

A motion was made by Jodi VanGorden seconded by Amy Aldrich and carried to appoint Mrs. Melinda S Morgan as District Clerk.

The vote was 6-yes, 0-no.

The oath of office will be administered to the district clerk.

A motion was made by Amy Aldrich seconded by Chad Groff and carried to appoint Mrs. Kate Ross as deputy district clerk.

The vote was 6-yes, 0-no.

A motion was made by Jodi VanGorden seconded by Jason Hayes and carried to appoint Ms. Sheila Leach as Tax Collector

The vote was 6-yes, 0-no.

A motion was made by Amy Aldrich seconded by Chad Groff and carried to appoint Lead Evaluators for Teachers:

- Mr. Christopher D. Parker
- Ms. LeeAnne C. Herold
- Mr. Michael A. Mead

A motion was made by Amy Aldrich seconded by Andrew Cornell and carried to appoint Lead Evaluators for Principals:

- Mr. Christopher D. Parker
- Ms. LeeAnne C. Herold
- Mr. Michael A. Mead

A motion was made by Chad Groff seconded by Amy Aldrich and carried to appoint the following attendance officers:

- Mr. Christopher Parker – 7-12
- Ms. LeeAnne Herold – Pre K-6

The vote was 6-yes, 0-no.

A motion was made by Amy Aldrich seconded by Jodi VanGorden and carried to appoint the following DASA Coordinators:

- Mr. Christopher Parker – 7-12
- Ms. LeeAnne Herold – Pre K-6

The vote was 6-yes, 0-no.

A motion was made by Jason Hayes seconded by Chad Groff and carried to appoint Dr. Daniel Curtin as school physician.

The vote was 6-yes, 0-no.

JASPER-TROUPSBURG CENTRAL SCHOOL DISTRICT

July 10, 2019

A motion was made by Andrew Cornell seconded by Chad Groff and carried to appoint Buffamante, Whipple, Buttafaro, and P.C. as the independent auditors.

The vote was 6-yes, 0-no.

A motion was made by Jodi VanGorden seconded by Amy Aldrich and carried to appoint Bernard P. Donegan, Inc. as Financial Advisor.

The vote was 6-yes, 0-no.

A motion was made by Jason Hayes seconded by Chad Groff and carried to appoint Timothy McGill as bond counsel.

The vote was 6-yes, 0-no.

A motion was made by Jodi VanGorden seconded by Amy Aldrich and carried to designate Citizens & Northern Bank, JP Morgan Chase Bank, Steuben Trust Company, and Five Star Bank as official depositories for all district funds.

The vote was 6-yes, 0-no.

A motion was made by Amy Aldrich seconded by Chad Groff and carried to designate the Addison Post and the Hornell Evening Tribune as official newspapers.

The vote was 6-yes, 0-no.

A motion was made by Jodi VanGorden seconded by Amy Aldrich and carried to designate the Superintendent of Schools as district payroll certifier.

The vote was 6-yes, 0-no.

A motion was made by Jason Hayes seconded by Amy Aldrich and carried to appoint Mr. Stephen Miskell as the District Treasurer.

The vote was 6-yes, 0-no.

A motion was made by Amy Aldrich seconded by Jason Hayes and carried to appoint Mr. Michael A. Mead as Deputy District Treasurer.

The vote was 6-yes, 0-no.

A motion was made by Chad Groff seconded by Jason Hayes and carried to designate the District Treasurer or Superintendent (as second signer) as the authorized signers for all district checks.

The vote was 6-yes, 0-no.

A motion was made by Jodi VanGorden seconded by Amy Aldrich and carried to appoint Mrs. Susan Smalt as treasurer of the district extracurricular activity fund.

The vote was 6-yes, 0-no.

A motion was made by Amy Aldrich seconded by Chad Groff and carried to appoint Mrs. Melinda S Morgan as deputy treasurer of the district extracurricular activity fund.

The vote was 6-yes, 0-no.

JASPER-TROUPSBURG CENTRAL SCHOOL DISTRICT

July 10, 2019

A motion was made by Jason Hayes seconded by Andrew Cornell and carried to appoint Mr. Michael A. Mead, Superintendent, as purchasing agent.
The vote was 6-yes, 0-no.

A motion was made by Jodi VanGorden seconded by Amy Aldrich and carried to appoint Mrs. Susan Smalt as deputy purchasing agent.
The vote was 6-yes, 0-no.

A motion was made by Chad Groff seconded by Jason Hayes and carried to establish petty cash funds as follows:

High School Cafeteria Office at \$50.00 with Tracie McCarthy as custodian

Elementary School Cafeteria Office at \$25.00 with Tracie McCarthy as custodian

The vote was 6-yes, 0-no.

A motion was made by Jodi VanGorden seconded by Jason Hayes and carried to individually bond the following employees: District Treasurer, Tax Collector, Extracurricular Activity Fund Treasurer, Deputies, Claims Auditor and all other employees as stated in the district's general liability policy.

The vote was 6-yes, 0-no.

A motion was made by Jason Hayes seconded by Amy Aldrich and carried to appoint the Superintendent of Schools and/or District Clerk as receiver of all bids.

The vote was 6-yes, 0-no.

A motion was made by Jodi VanGorden seconded by Chad Groff and carried to authorize the District Clerk to appoint chairpersons and tellers for all school district voting for the 2019-2020 fiscal year.

The vote was 6-yes, 0-no.

A motion was made by Amy Aldrich seconded by Jodi VanGorden and carried to appoint Hogan, Sarzynski, Lynch, DeWind, & Gregory LLP Attorneys at Law as school attorney.

The vote was 6-yes, 0-no.

A motion was made by Jason Hayes seconded by Amy Aldrich and carried to establish that the Vice President of the Board will execute all duties of the President in case of his/her absence or disability and that the official bank or depository is so informed.

The vote was 6-yes, 0-no.

A motion was made by Jason Hayes seconded by Chad Groff and carried to appoint the Board of Education as a whole as warrant reviewers.

The vote was 6-yes, 0-no.

A motion was made by Jason Hayes seconded by Jodi VanGorden and carried to appoint Keith Kraus and Andrew Cornell to Capital Project Committee.

The vote was 6-yes, 0-no.

JASPER-TROUPSBURG CENTRAL SCHOOL DISTRICT

July 10, 2019

A motion was made by Jodi VanGorden seconded by Amy Aldrich and carried to appoint Jason Hayes, Andrew Butler, and Keith Kraus to the transportation committee.

The vote was 6-yes, 0-no.

A motion was made by Jason Hayes seconded by Chad Groff and carried to appoint Amy Aldrich, Kelly Brewer, Chad Groff, and Jodi VanGorden to the audit committee.

The vote was 6-yes, 0-no.

A motion was made by Jodi VanGorden seconded by Jason Hayes and carried to approve all existing Board of Education policies:

- Review and reaffirm the following policies:
 - i. Code of Conduct
 - ii. Purchasing
 - iii. Investments
- Adoption of all policies, code of ethics and code of conduct.
- *Resolution:* It is hereby resolved that all policies, code of ethics, code of conduct, regulations and procedures in effect in the Jasper-Troupsburg Central School District during the 2018-19 fiscal year shall be carried over into the 2019-20 fiscal year.

The vote was 6-yes, 0-no.

A motion was made by Chad Groff seconded by Jason Hayes and carried to appoint Utica National Insurance Group as liability insurance carriers.

The vote was 6-yes, 0-no.

A motion was made by Amy Aldrich seconded by Jodi VanGorden and carried to approve the district's membership in the GST School Boards Association.

The vote was 6-yes, 0-no.

A motion was made by Jason Hayes seconded by Chad Groff and carried to appoint Mrs. Melinda Morgan, District Clerk, as records retention officer.

The vote was 6-yes, 0-no.

A motion was made by Jason Hayes seconded by Amy Aldrich and carried to designate Mr. Michael A. Mead, Superintendent of Schools, as signer of all federal forms.

The vote was 6-yes, 0-no.

A motion was made by Amy Aldrich seconded by Chad Groff and carried to designate Superintendent of Schools to apply for Grants in Aid (State and Federal) as appropriate.

The vote was 6-yes, 0-no.

A motion was made by Jason Hayes seconded by Jodi VanGorden and carried to designate Superintendent of Schools to approve budget transfers within limits prescribed by Commissioner's Regulation Section 160.2 and Board guidelines.

The vote was 6-yes, 0-no.

JASPER-TROUPSBURG CENTRAL SCHOOL DISTRICT

July 10, 2019

A motion was made by Andrew Cornell seconded by Amy Aldrich and carried to designate Superintendent of Schools to receive court notification regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings.

The vote was 6-yes, 0-no.

A motion was made by Jodi VanGorden seconded by Amy Aldrich and carried to approve the appointment of Mr. Michael A. Mead, Superintendent of Schools, as the Title IX/Section 504/ADA Compliance Officer.

The vote was 6-yes, 0-no.

A motion was made by Chad Groff seconded by Amy Aldrich and carried to appoint Mrs. Patricia Gross as the AHERA Local Educational Agency (L.E.A.) designee.

The vote was 6-yes, 0-no.

A motion was made by Amy Aldrich seconded by Jason Hayes and carried to appoint Ms. LeeAnne Herold as the liaison for Homeless Children and Youth.

The vote was 6-yes, 0-no.

A motion was made by Jodi VanGorden seconded by Jason Hayes and carried to appoint Mrs. Patricia Gross as the school pesticide representative.

The vote was 6-yes, 0-no.

A motion was made by Jodi VanGorden seconded by Amy Aldrich and carried to appoint Ms. Sheila Leach as claims auditor.

The vote was 6-yes, 0-no.

A motion was made by Andrew Cornell seconded by Chad Groff and carried to appoint TST BOCES as internal auditors.

The vote was 6-yes, 0-no.

A motion was made by Amy Aldrich seconded by Jodi VanGorden and carried to approve the following Substitute Teacher Rates:

- Certified Substitutes - \$90 per day with confirmed certification
- Extended certified substitute work
 - a) Days 1-5 = \$90
 - b) Days 6-30 = \$93
 - c) Days 31+ = 1/200th of step 1 teacher salary
- Uncertified Substitutes - \$83.25 per day

The vote was 6-yes, 0-no.

A motion was made by Jason Hayes seconded by Chad Groff and carried to approve the following Substitute Staff Rates:

- School Bus Driver Sub - \$13.50 per hour
- School Bus Monitor Sub – minimum wage rate per hour

JASPER-TROUPSBURG CENTRAL SCHOOL DISTRICT

July 10, 2019

- All other positions – minimum wage rate per hour

The vote was 6-yes, 0-no.

A motion was made by Andrew Cornell seconded by Chad Groff and carried that the Board of Education approves that the District mileage reimbursement rate will be the Federal IRS mileage rate.

The vote was 6-yes, 0-no.

AGENDA CHANGES: Add Action Item for a Capital Project change order.

PUBLIC PARTICIPATION –None

PRESENTATION BY LABELLA ON CAPITAL PROJECT

PRESENTATION OF THE DISTRICT COMPREHENSIVE IMPROVEMENT PLAN FOR 2019-2020 BY LEEANNE HEROLD

COMMUNICATIONS –Jason Hayes has completed the NYS mandated School Board training. Jean Green provided a recap of the Spring Sports awards.

CONSENT AGENDA ITEMS:

A motion was made by Andrew Cornell seconded by Jodi VanGorden and carried to approve the Consent Agenda Items.

The vote was 6-yes, 0-no.

CONSENT AGENDA: MINUTES:

A motion was made by Jodi VanGorden seconded by Chad Groff and carried to approve the following consent agenda items for minutes:

- Minutes of the June 5, 2019 Board meeting
- Minutes of the June 5, 2019 Executive meeting

The vote was 6-yes, 0-no.

CONSENT AGENDA FINANCE:

A motion was made by Amy Aldrich seconded by Andrew Cornell and carried to approve the following consent agenda items for finance:

- Approval of Warrants
- Approval of Treasurer's Report

The vote was 6-yes, 0-no.

JASPER-TROUPSBURG CENTRAL SCHOOL DISTRICT

July 10, 2019

CONSENT AGENDA: PERSONNEL

A motion was made by Andrew Cornell seconded by Chad Groff and carried to approve the following consent agenda items for personnel:

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves Ms. Sheila Leach as the Internal Claims Auditor for 2019-20 with a stipend in the amount of \$1,250.00 retro-actively effective July 1, 2019- June 30, 2020.

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves Ms. Sheila Leach as the School District Tax Collector for 2019-20 with a stipend in the amount of \$3,000.00 retro-actively effective July 1, 2019- June 30, 2020.

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves the stipend of \$3,000.00 for Mrs. Kate Ross to provide accounts receivable and accounts payable services for the fiscal year of 2019-20 retro-actively effective July 1, 2019 through June 30, 2020..

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves Ms. Alana Nosar as a Class of 2024 Co-Advisor effective September 3, 2019.

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves Mrs. Amy Mills as a support staff substitute.

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves Mrs. Amy Mills as a substitute teacher.

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves and accepts the resignation of Mrs. Megan Haley as an elementary education teacher effective August 31, 2019.

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves and accepts the resignation of Mrs. Kayla Bissett as an elementary education teacher effective August 31, 2019.

JASPER-TROUPSBURG CENTRAL SCHOOL DISTRICT

July 10, 2019

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves and accepts the resignation of Mr. Jonathan Neff, as a 7-12 Instrumental Music Teacher, along with all applicable related positions, retro-actively effective the end of business July 6, 2019.

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves the resignation of Mr. Derek Kuch as the Girls' Modified Soccer Coach for 2019-20.

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves the probationary appointment of Mrs. Ashlie H. Flint in the tenure area of Elementary Education for the probationary period of September 3, 2019 –September 2, 2023.

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves the probationary appointment of Ms. Paige Price in the tenure area of Elementary Education for the probationary period of September 3, 2019 –September 2, 2023.

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves the probationary appointment of Ms. Brianna L. Robords in the tenure area of Elementary Education for the probationary period of September 3, 2019 – September 2, 2023.

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves the following coaches for Fall 2019 athletics:

- Adrian Essigmann -Varsity & Modified Cross Country
- Bryan Lewis -Boys' Varsity Soccer
- Louis Zver -Boys' JV Soccer
- Bret Benton -Boys' Modified Soccer
- Kali Muhleisen -Girls' Varsity Soccer

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves the appointment of Ms. McKenzie Prutsman as the Girls' Modified Soccer Coach for 2019-20.

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves the appointment of Ms. McKenzie Prutsman as the Girls' JV Basketball Coach for 2019-20.

JASPER-TROUPSBURG CENTRAL SCHOOL DISTRICT

July 10, 2019

CONSENT AGENDA: ACTION ITEMS:

A motion was made by Jodi VanGorden seconded by Amy Aldrich and carried to approve the following Consent Agenda items:

- Approval of the Jasper-Troupsburg Central School District Comprehensive Improvement Plan (DCIP)

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves the 2019-20 Jasper-Troupsburg Central School District Comprehensive Improvement Plan (DCIP).

- Approval of Non-Resident Student Requests

Resolution:

Based upon the recommendations of the Building Principals and Superintendent of Schools, be it resolved that the Board of Education approves the non-resident student requests as presented.

- Recommendation to Approve the BOE Meeting Calendar for 2019-20 with the Incorporated Revisions
- Approval for the Superintendent of Schools to Attend the 2019-20 NYSCOSS Conferences

Resolution:

Be it resolved that the Board of Education approves the Superintendent of Schools to attend the NYS Council of School Superintendents conferences with the understanding that the District will pay for and/or reimburse the Superintendent for the conferences, lodgings, and associated costs, per contract.

- Approval and Acceptance of Monetary Donation from the J-T Sports Boosters for Spring Sports Purchases

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves and accepts the monetary donation from the J-T Sports Boosters to support the JT Athletic Department for spring sports purchases.

- Approval of a New Social Studies 7 Textbook

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves the usage of the textbook My World of Interactive American History for Social Studies 7 effective September 1, 2019.

JASPER-TROUPSBURG CENTRAL SCHOOL DISTRICT

July 10, 2019

-
- Approval of an Agreement between Corning Community College and the Jasper-Troupsburg Central School District for College-Credit Bearing Courses taught within the Jasper-Troupsburg Central School District for 2019-2020.

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves the agreement between Corning Community College and the Jasper-Troupsburg Central School District retro-actively effective July 1, 2019 through June 30, 2020.

- Approval of the Tentative Contractual Agreement with the JTESPA Support Staff Union Retro-actively effective July 1, 2019 through June 30, 2022.

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves the tentative agreement reached with the JTESPA Support Staff Union for a Successor Contractual Agreement retro-actively effective July 1, 2019 through June 30, 2022.

- Approval for the Attached Quote for a Change Order from Frey and Campbell

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves and attached quote for a change order from Frey and Campbell for roof drains in the amount of \$9,965.70.

- Approval for the Attached Quote for a Change Order from Frey and Campbell

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves and attached quote for a change order from Frey and Campbell for elementary chimney overdraft protection in the amount of \$14,948.63.

- Approval for the Attached Quote for a Change Order from Hale Roofing

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves and attached quote for a change order from Hale Roofing for roof drains in the amount of \$5,117.00.

- Approval for a Change Oder from Hale Contracting, Inc.

JASPER-TROUPSBURG CENTRAL SCHOOL DISTRICT

July 10, 2019

Resolution:

Based upon the recommendation of the Superintendent of Schools, be it resolved that the Board of Education approves and attached quote for a change order from Hale Contracting, Inc. for elementary school flooring reinforcement for an amount not to exceed \$79,400..

The vote was 6-yes, 0-no.

DISCUSSION ITEMS:

ADMINISTRATIVE REPORTS:

- Mr. Miskell shared the treasurer reports and provided updates from the Workers' Compensation trainings. Health insurance meetings will be later this month.
- Mr. Mead introduced and welcomed the present newly appointed teachers: Mrs. Ashlie Flint, Ms. Paige Price and Ms. Brianna Robords.

REVIEW OF OLD ITEMS OR ITEMS TO ADD:

- Capital Project-

PUBLIC FOLLOW-UP –

A motion was made by Jodi VanGorden seconded by Amy Aldrich and carried to leave the regular meeting and go into executive meeting for CPSE, CSE, and 504 Recommendations at 7:29 pm.

The vote was 6-yes, 0-no.

A motion was made by Amy Aldrich seconded by Jodi VanGorden and carried to leave the executive session for CPSE, CSE, and 504 Recommendations and return to the regular meeting at 7:30 pm.

The vote was 6-yes, 0-no.

A motion was made by Jodi VanGorden seconded by Chad Groff and carried to leave the regular meeting and go into executive session, subject to Board approval, for Personnel and Negotiations to Discuss the Employment History of Specific Personnel for Matters Leading to the Appointment, Employment, Dismissal and/or Removal of Specific Personnel at 7:30 pm.

The vote was 6-yes, 0-no.

A motion was made by Chad Groff seconded by Andrew Cornell and carried to leave the executive session, subject to Board approval, for Personnel and Negotiations to Discuss the Employment History of Specific Personnel for Matters Leading to the Appointment, Employment, Dismissal and/or Removal of Specific Personnel and return to the regular meeting at 8:35 pm.

The vote was 6-yes, 0-no.

A motion was made by Amy Aldrich seconded by Jodi VanGorden and carried to adjourn the meeting at 8:35 pm.

The vote was 6-yes, 0-no.

Respectfully Submitted,

Melinda S Morgan

*Melinda S Morgan
District Clerk*