

Edwards-Knox Central School  
Board of Education  
Reorganizational Meeting  
July 11, 2011

The reorganizational meeting of the Edwards-Knox Central School Board of Education was called to order at 7:05 p.m. by Vice-President Teresa Hogle on July 11, 2011 at the Edwards-Knox Central School.

Members of the Board of Education present were: Christopher Averill, Rick Brewer, Lynn Coller, Amanda Fuller, Malissa Hale, Teresa Hogle, Tom O'Brien, Joseph Thomas, & Randy Vanbrocklin. Also present were: Sue Kelly, Kay Amo, Rodger Williams, Ron Burke, Michelle Varian, Jay Barry, Jr., Kim French, Stephanie Plaisted and approximately 25 community members.

The Oath of Office was given to the newly elected board members, Christopher Averill, Joseph M. Thomas, and Randy Vanbrocklin, as well as to the Superintendent of Schools.

RESOLUTION: A motion was made by Malissa Hale, seconded by Amanda Fuller to hold the annual Organizational Meeting on the second Monday of July.

Mtg.

Averill - Yes	Brewer - Yes	Coller - Yes	Fuller - Yes
Hogle - Yes	Hale - Yes	O'Brien - Yes	Thomas - Yes
Vanbrocklin - Yes			Motion Carried

RESOLUTION: A motion was made by Amanda Fuller, seconded by Malissa Hale to nominate Board Pres. Teresa Hogle as Board President for the 2011-2012 school year.

A motion was made by Randy VanBrocklin to nominate Tom O'Brien as Board President for the 2011-2012 school year. Mr. O'Brien declined.

A motion was made by Christopher Averill, seconded by Tom O'Brien to nominate Randy VanBrocklin for Board President for the 2011-2012 school year.

Yeas for Hogle: 5 (Brewer, Coller, Fuller, Hale, & Hogle)  
Yeas for VanBrocklin: 3 (Averill, O'Brien, & Thomas)  
Abstention: 1 (VanBrocklin)  
Nays for Hogle: 3 (Averill, O'Brien, & Thomas)  
Nays for VanBrocklin: 5 (Brewer, Coller, Fuller, Hale, & Hogle)  
Abstention: 1 (VanBrocklin)

Motion Carried for Teresa Hogle for Board Pres.

A motion was made by Randy VanBrocklin to nominate Christopher Averill as Board Vice-President for the 2011-2012 school year. Mr. Averill declined.

RESOLUTION: A motion was made by Malissa Hale, seconded by Lynn Coller to nominate Amanda Board Vice-Pres. Fuller for the position of Board Vice-President for the 2011-2012 school year.

Averill - Yes	Brewer - Yes	Coller - Yes	Fuller - Yes
Hogle - Yes	Hale - Yes	O'Brien - Yes	Thomas - Yes
Vanbrocklin - Yes			Motion Carried

RESOLUTION: A motion was made by Amanda Fuller, seconded by Malissa Hale to approve the Annual Organizational appointments and designations listed below:

Appts. BOE Clerk: Kay Amo  
District Treasurer - Suzanne Kelly, bonded for \$1,100,000.  
Deputy District Treasurer - Carol LaSala, bonded for \$1,100,000.  
Purchasing Agent - Carol LaSala  
Deputy Purchasing Agent - Suzanne Kelly  
Audit Committee: Malissa Hale, Amanda Fuller, Tom O'Brien, Teresa Hogle  
Official Newspapers: Watertown Daily Times  
Official Depository: First National Bank of Northern New York

Check Signer: Suzanne Kelly  
 Alternate Check Signer: Ronald Burke, bonded for \$100,000  
 Monthly Mtgs: 7/11/11, 7/25/11, 8/8/11, 8/29/11, 9/6/11, 9/19/11, 10/3/11, 10/17/11, 11/7/11,  
 11/21/11, 12/5/11, 1/3/12, 1/17/12, 2/6/12, 2/20/12, 3/5/12, 3/19/12, 4/2/12,  
 4/16/12, 5/8/12, 5/15/12, 5/21/12, 6/4/12, 6/18/12 at 7:00 P.M. @ E-KCS  
 School Attorney: Andrew Silver - contractual amount of \$1,000 as a retainer fee &  
 \$125/hr.  
 School Physician: Andy LaFrance, FNP, under Dr. Healey - contractual amount of \$8,000.  
 Extracurricular Treasurer: Kay Amo, bonded for \$100,000.  
 School External Auditors: Pinto, Mucenski & Watson - basic rate of \$12,500  
 Internal Auditor: James J. Barry, Jr. - \$6,100  
 School Lunch Signer-Verification Officer: Kathleen Whitmarsh  
 Tax Collector: Angela Gollinger - \$2,280.00, bonded for \$1,100,000  
 CSE Chairperson: Sherry White  
 Records Management Officer: Suzanne Kelly  
 Records Access Officer: Angela Gollinger  
 LEA AHERA Designees: Albert J. Daniels, Suzanne Kelly  
 Compliance Officer: Suzanne Kelly  
 District Appeals Officer: Suzanne Kelly  
 NYSSBA Voting Delegate: Amanda Fuller, and Alternate Delegate: Malissa Hale  
 District Labor Management Team: Supt., Principals, Tom O'Brien, Randy VanBrocklin  
 Dist. Negotiations Team: Supt., Principal, Business Clerk, Teresa Hogle, Christopher  
 Averill, Joseph Thomas  
 Claims Auditor: Donna Collins @ a contractual amount of \$22/hr., bonded for \$100,000  
 Petty Cash Admin. @ \$100 each: Kay Amo, Sherry Shattuck, Melanie Manning  
 Tuition Rate: Not accepting tuition students.  
 Mileage Rate: IRS rate per mile (currently .555¢/mile)

Averill - Yes	Brewer - Yes	Coller - Yes	Fuller - Yes
Hogle - Yes	Hale - Yes	O'Brien - Yes	Thomas - Yes
Vanbrocklin - Yes			Motion Carried

The Oath of Allegiance was administered to the newly elected President, Vice-President and Board Clerk.

**PUBLIC PARTICIPATION:** Mrs. Kim French and Mrs. Stephanie Knox were present to discuss the fee schedule for Zumba using the facility. They presented what they felt were true costs for the district and compared them with costs they have found from other districts. They indicated that they are trying to provide a service to the community and have done benefit fundraisers for the Athletic Booster Club, After-Grad, Close-Up, a youth group, and local heart disease and cancer patients. When asked, they indicated that 75% of their clients are from our district. The board indicated that they would discuss this topic and get back to their group.

Mr. James J. Barry, Jr. was present to discuss findings from his Internal Audit. He noted that throughout his audit process he was met with friendly employees who responded to his requests well. He discussed a process used for fixed assets and noted the excellent system used by the BOCES. He discussed the conversion of the Extracurricular accounting to the Quickbooks system and how it limits risk exposure. He noted that Mrs. Kay Amo had done a good job in this area.

Mrs. Teresa Hogle requested that those present to discuss marching band should wait until the conclusion of a parent meeting on Tuesday morning regarding this topic. Mrs. Stacia Kroniser asked to submit signed statements related to this topic.

Mrs. Tammy Mackin asked why Zumba would incur a charge if there is already a custodian on duty. It was explained that the area Zumba uses would not necessarily be attended to on that day, except for the Zumba activity. Mrs. Mackin also asked why the district's Board of Education was utilizing straws during executive session to take votes. It was explained that a straw vote and/or a straw poll is by definition, an unofficial poll or vote taken to determine the opinion of a group on some issue; it is not an official vote. It was also noted that no official votes or action are taken during executive session, but rather all resolutions are made during the open session of the meetings.

Mrs. Amy Sykes commended on athletic groups using a school facility outside of their regular season and the fees associated with that during a contingent budget. She is frustrated that there

is not a parity of fees for outside fields and inside gymnasiums. It was noted that the maintenance required for an outside and inside space are quite different, thus the varying fees. Mrs. Kim French noted that Canton Central School caps the amount charged to any one group.

Mrs. Tracy Tuttle noted that she had visited St. Lawrence Central School and spoken with their Superintendent of Schools, who indicated that they feel the school is the center of their community and that they will be charging minimal fees, if any to groups and they will not be charging outside fees at all.

Mrs. Tina Brown asked if there was going to be a charge to use the playground. The answer to this inquiry was no, there are no fees to use the playground.

Mrs. Karen Wood stated her disappointment with the lack of Summer Recreation and the need for activities for the children from these towns. This is the first time in 28 years that there has not been a recreation program. Mrs. Brown indicated that the fee from the school to use the facilities was \$2,000. Ms. Kelly noted that the district would normally give each town/village \$1,500, which helps offset the cost. However, due to the contingent budget, no monies are given out and fees must be assigned. Mrs. Brown noted that with a 25% cut in county funding and an expected 50% cut in county funding for next year, she will start working now to find alternate funding for this much needed program. She also noted with the state budget vote date, the contingent budget did not give them sufficient time to organize another avenue to hold their program this year. She stated their normal budget is approximately \$16,000.

Mrs. Julie Bullock asked how the district would afford the extra fuel for the Section X realignment. It was noted that neighboring schools have offered their fields and facilities to split the difference of our increased mileage and this may not be an issue. She expressed her concern about teams not having a home court advantage. It was noted that neither team would have a home court advantage in this scenario. Mr. Randy VanBrocklin stated that he had telephoned Nina VanErk regarding the realignment topic and unfortunately everything possible was done. He noted that they would re-look at this topic in a year. Ms. Kelly stated that it is only a possibility that they will re-look at this in a year. The agreement from the realignment vote was that this would be re-examined in two years.

**RESOLUTION:** A motion was made by Rick Brewer, seconded by Lynn Coller to appoint the Screening Committee following people to a District Screening Committee for 2011-2012: School Physician, School Nurse, Psychologist, Child's/Employee's Personal Physician, Child's/Employee's Advocate and Guidance Personnel.

Averill - Yes	Brewer - Yes	Coller - Yes	Fuller - Yes
Hogle - Yes	Hale - Yes	O'Brien - Yes	Thomas - Yes
Vanbrocklin - Yes			Motion Carried

**RESOLUTION:** A motion was made by Amanda Fuller, seconded by Malissa Hale to approve the CSE Committee for the 2011-2012 school year:

- Chairperson: Sherry White
- Administrators: Michelle Varian or Ron Burke
- Psychologist: Sherry White or Claude Sprowls
- Special Education Teachers: Tracey Burke or Rob White or Kristin Tulip or Brandie Vachev or Monty Curtis or Michelle Mills or other Special Education teacher
- Speech: Sarah Boffa or Lyn Grant
- Regular Education Teachers: Teacher involved with the Student
- Parent Members: Karen Devito or Angela Fenlong
- Guidance Counselor: Linda Gordon or Samantha Deleel

Averill - Yes	Brewer - Yes	Coller - Yes	Fuller - Yes
Hogle - Yes	Hale - Yes	O'Brien - Yes	Thomas - Yes
Vanbrocklin - Yes			Motion Carried

**RESOLUTION:** A motion was made by Rick Brewer, seconded by Amanda Fuller to authorize the Pay. of Util. District Treasurer to pay utility bills, insurance premiums, and U.S. Postal Service Ins. Prem. Bulk mailings, prior to the warrant for the 2011-2012 school year.

Postal

Averill - Yes	Brewer - Yes	Coller - Yes	Fuller - Yes
Hogle - Yes	Hale - Yes	O'Brien - Yes	Thomas - Yes
Vanbrocklin - Yes			Motion Carried

RESOLUTION: A motion was made by Rick Brewer, seconded by Malissa Hale to authorize the Deputy District Treasurer, when the Superintendent is not available, to borrow and Invest monies for the district during the 2011-2012 school year, as needed.

Averill - Yes	Brewer - Yes	Coller - Yes	Fuller - Yes
Hogle - Yes	Hale - Yes	O'Brien - Yes	Thomas - Yes
Vanbrocklin - Yes			Motion Carried

RESOLUTION: A motion was made by Lynn Coller, seconded by Amanda Fuller to authorize the Superintendent to make the necessary inter-fund transfers during the 2011-2012 school year, limited to \$5,000. per transfer, as needed, with quarterly summaries to the Board of Education.

Averill - Yes	Brewer - Yes	Coller - Yes	Fuller - Yes
Hogle - Yes	Hale - Yes	O'Brien - Yes	Thomas - Yes
Vanbrocklin - Yes			Motion Carried

RESOLUTION: A motion was made by Amanda Fuller, seconded by Malissa Hale to establish the following substitute pay rates for the 2011-2012 school year, effective July 2, 2011:

- Certified Teacher or B.A. Degree: \$90/day
- Uncertified Teacher Substitute: \$70/day
- Teacher Assistant Substitute: \$60
- Substitute Bus Drivers (regular runs) - \$30.00/trip
- Substitute Bus Drivers of all special runs including spec. ed.- \$12.50/hr.
- Custodial Substitutes - 7.25/hr. and after 180 worked shifts, with a favorable appraisal, of \$7.60/hour.
- Clerical (8-hour day): \$70/day or \$35 half-day
- Cafeteria: \$7.25/hour
- Tutoring Rates: \$20/hr
- All other employees hired on a substitute basis - \$7.25/hr.

Averill - Yes	Brewer - Yes	Coller - Yes	Fuller - Yes
Hogle - Yes	Hale - Yes	O'Brien - Yes	Thomas - Yes
Vanbrocklin - Yes			Motion Carried

RESOLUTION: A motion was made by Lynn Coller, seconded by Rick Brewer to approve the minutes of June 27, 2011.  
06/27/11

Averill - Yes	Brewer - Yes	Coller - Yes	Fuller - Yes
Hogle - Yes	Hale - Yes	O'Brien - Yes	Thomas - Yes
Vanbrocklin - Yes			Motion Carried

RESOLUTION: A motion was made by Amanda Fuller, seconded by Malissa Hale to approve payment of the following warrant on file in the business office:

- 06/30/11 - General Fund -\$8,380.56
- 06/30/11 - School Lunch Fund - \$29.17
- 06/30/11 - Special Aids Fund - \$84.11

Averill - Yes	Brewer - Yes	Coller - Yes	Fuller - Yes
Hogle - Yes	Hale - Yes	O'Brien - Yes	Thomas - Yes
Vanbrocklin - Yes			Motion Carried

RESOLUTION: A motion was made by Amanda Fuller, seconded by Malissa Hale, Whereas, the Edwards-Knox Central School District is a participant in the St. Lawrence-Lewis Counties School District Employees Medical Plan: and

Empl. Medical Plan Whereas, Section IV of the Municipal Cooperative Agreement directs this School District to select the Superintendent or a designee to serve on the Plan's Board of Directors, be it RESOLVED, that the Board of Education hereby designates Carol LaSala to serve as the School District's representative on the Plan's Board of Directors.

Averill - Yes	Brewer - Yes	Coller - Yes	Fuller - Yes
Hogle - Yes	Hale - Yes	O'Brien - Yes	Thomas - Yes
Vanbrocklin - Yes			Motion Carried

RESOLUTION: A motion was made by Rick Brewer, seconded by Lynn Coller, Whereas, the Delegate Edwards-Knox Central School District is a participant in the St. Lawrence-Lewis Counties Dist. School District Employees Worker's compensation Plan: and

Empl. Worker's Comp Plan Whereas, Section IV of the Municipal Cooperative Agreement directs this School District to select the Superintendent or a designee to serve on the Plan's Board of Directors, be it RESOLVED, that the Board of Education hereby designates Carol LaSala to serve as the School District's representative on the Plan's Board of Directors.

Averill - Yes	Brewer - Yes	Coller - Yes	Fuller - Yes
Hogle - Yes	Hale - Yes	O'Brien - Yes	Thomas - Yes
Vanbrocklin - Yes			Motion Carried

RESOLUTION: A motion was made by Amanda Fuller, seconded by Malissa Hale to allow E-KCS Partic. student athletes to participate in the NYS selective classification process.

Select.

Classif.	Averill - Yes	Brewer - Yes	Coller - Yes	Fuller - Yes
	Hogle - Yes	Hale - Yes	O'Brien - Yes	Thomas - Yes
	Vanbrocklin - Yes			Motion Carried

RESOLUTION: A motion was made by Lynn Coller, seconded by Amanda Fuller to set lunch Café Prices prices for the 2011-2012 school year as follows:

Breakfast: Pre-K - 12: 80¢  
Lunch Pre-K - 3: \$1.55  
Lunch 4-12: \$1.65

Averill - Yes	Brewer - Yes	Coller - Yes	Fuller - Yes
Hogle - Yes	Hale - Yes	O'Brien - Yes	Thomas - Yes
Vanbrocklin - Yes			Motion Carried

RESOLUTION: A motion was made by Rick Brewer, seconded by Tom O'Brien to approve the 1<sup>st</sup> Read. first reading of the E-KCS Transportation Department Guidelines Manual.

Trans.

Dept. Guide.	Averill - Yes	Brewer - Yes	Coller - Yes	Fuller - Yes
	Hogle - Yes	Hale - Yes	O'Brien - Yes	Thomas - Yes
	Vanbrocklin - Yes			Motion Carried

Mrs. Varian discussed the Race to the Top (RTTT) federal program. This is an education reform program from the federal government. States completed for funds from this program and New York State was labeled a Category I state, receiving up to \$700,000. The purpose of this program is to have states adopt standards and assessments to equalize the education provided to students across the nation. The goals are to provide data on student growth, allow schools to recruit and develop highly effective teachers and principals, turn around low performing schools. Edwards-Knox received approximately \$16,000 over a three year period, or \$5,300 per year. All the schools in the St. Lawrence-Lewis BOCES opted to forego the funds in lieu of BOCES providing three network teams to address these goals.

Mr. Burke discussed the APPR (Annual Professional Performance Review) program. This program will be implemented September 1, 2011, and to date no concrete procedures are available from the State Education Department. This new process evaluates teachers and principals in four categories: Highly Effective (composite score of 91-100), Effective (composite score of 75-90), Developing (composite score of 65-74), and Ineffective (composite score of 0-64). Beginning September 1, 2011, teachers in grades 4-8 will be evaluated using this scale. During September,

2012, the program will address teachers and principals in grades Pre-K - 12. 40% of the total evaluation will be based on the local evaluation, another 40% will be based on the state assessment, and 20% will be determined by locally selected measures of student growth. There is not mandatory training for administrators to evaluate teachers. Mr. Burke noted that it will be difficult for teachers to wholeheartedly embrace special needs students, as they have in the past, knowing that it will directly affect their personal evaluation. Ms. Kelly noted that there is a program that could be a possibility to utilize known as I-Observation. She also noted that there is additional training for the principals' evaluations.

Mrs. Varian also reported that five students are attending summer school; two voluntarily and three who will be retained without successful completion of the program. She also noted that Mr. Albern is running a Global Studies review this summer to address the disappointing results from June. Students have been given a review packet to complete prior to the scheduled review sessions held here in the evenings. The Regents' exam will be given here in August.

Ms. Kelly distributed the Mission Statement, the Board of Education's Philosophy Statement and the goals. She asked each board member to review this material and have suggestions for the next meeting on updating the goals. She also presented the Board with a hiring process confidentiality statement to be used during our hiring process.

Mr. Williams noted that the business office is changing their software program to WINCAP and noted the many hours Mrs. Gollinger is spending in training via telephone. To date no one has been sent onsite for training. This software program commenced as of July 1, 2011.

RESOLUTION: A motion was made by Lynn Coller, seconded by Malissa Hale to enter into Executive Session for discussion of individual participants, litigation, and CSE at 9:16 pm. Session

Averill - Yes	Brewer - Yes	Coller - Yes	Fuller - Yes
Hogle - Yes	Hale - Yes	O'Brien - Yes	Thomas - Yes
Vanbrocklin - Yes			Motion Carried

The Board reentered regular session at 11:25 p.m.

RESOLUTION: A motion was made by Joseph Thomas, seconded by Lynn Coller to approve the CSE programs recommended by the CSE for students #1801, #1958, #0349, #1511, #1808 & #1879.

Averill - Yes	Brewer - Yes	Coller - Yes	Fuller - Yes
Hogle - Yes	Hale - Yes	O'Brien - Yes	Thomas - Yes
Vanbrocklin - Yes			Motion Carried

RESOLUTION: A motion was made by Amanda Fuller, seconded by Rick Brewer to appoint Diane Appt. Durham to the position summer school teacher, effective July 5, 2011, at a salary of Summer \$3,052. School

Averill - Yes	Brewer - Yes	Coller - Yes	Fuller - Yes
Hogle - Yes	Hale - Yes	O'Brien - Yes	Thomas - Yes
Vanbrocklin - Yes			Motion Carried

RESOLUTION: A motion was made by Amanda Fuller, seconded by Rick Brewer to appoint the Appt. following individuals through the extended day grant, to the following positions at the Extend. salaries predetermined by the grant, effective July 5, 2011: Day Grant

- Diane Durham - Program Leader of Extended Day Grant - \$40/hr.
- Patricia Gotham - Program Assistant - \$30/hr.
- Patricia Daniels - Program Assistant - \$30/hr.
- Stephanie Stone - Program Assistant - \$30/hr.
- Michelle Cummings - Program Assistant - \$30/hr.
- Kathy Hance - Program Assistant - \$30/hr.
- Jennifer Impey - Program Assistant - \$30/hr.

