

Edwards-Knox Central School
Board of Education
Regular Meeting
August 7, 2018

The Regular meeting of the Edwards-Knox Central School Board of Education was called to order at 6:34 p.m. by President Reggie LaPoint on August 7, 2018 at the Edwards-Knox Central School Library.

The meeting opened with the Pledge of Allegiance.

Members of the Board of Education present were: Penny Allen, Lynn Coller, Jennifer Hotaling, Stacia Kroniser, Reggie LaPoint, Tom O'Brien and Bobbie Trudeau. Also present were: Ron Burke, Erin Woods, Amy Sykes, Lura Hughes, Glenda Morales-Hanley, Brian Doyle, Timothy Hathaway and Brandi Graham.

Ms. Hughes introduced Brian Doyle as the perspective elementary teacher. Mr. Doyle addressed the board and discussed his background and teaching credentials.

Mrs. Sykes and Ms. Hughes were dismissed at 6:53p.m.

RESOLUTION: A motion was made by Lynn Coller, seconded by Tom O'Brien to enter into Enter Exec. executive session at 6:53 p.m. for discussion of:
Session

- e. collective negotiations pursuant to article fourteen of the civil service law;
- f. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

The Board reentered regular session at 7:41 p.m.

RESOLUTION: A motion was made by Stacia Kroniser, seconded by Jennifer Hotaling that the Supt. Edwards-Knox Central School's Board of Education hereby approves and accepts the Woods following resolution regarding the employment agreement between the Edwards-Knox Agrmt. Central School District and the appointment of Erin Woods as the Superintendent of Schools effective August 16, 2018 through August 15, 2022, and as presented.

WHEREAS, the Board of Education has conducted a thorough search process to select a new Superintendent of Schools, and

WHEREAS, the Board of Education, after careful consideration, has determined that Erin Woods possesses the experience and necessary qualifications to serve as the Edwards Knox Central School District's Superintendent of Schools and to continue the orderly administration of the District's ongoing programs and projects, and

WHEREAS, Erin Woods has agreed to accept the Board's offer of appointment to serve as the Superintendent effective August 16, 2018, and

WHEREAS, the Board of Education and Erin Woods have agreed that Erin Woods will work in the District and be paid on a per diem basis on August 13, 14 and 15, 2018 in order to facilitate the seamless transition to the position of Superintendent of Schools.

NOW, THEREFORE, BE IT RESOLVED, that

1. The Board of Education hereby appoints Erin Woods as the Superintendent of Schools of the Edwards Knox Central School District for an initial term of four (4) years, commencing on August 16, 2018 and continuing through August 15, 2022, at an initial annual base salary of One Hundred Twenty-Seven and Five Hundred Dollars (\$127,500.00), prorated for the 2018-2019 school year and the Superintendent's period of actual employment.
2. The President of the Board of Education is authorized to execute the Employment Agreement between Erin Woods and the Board of Education setting forth the duration and terms and conditions of the Superintendent of Schools.
3. Erin Woods shall be paid on a per diem basis for her work on behalf of the District on August 13, 14 and 15, 2018, such per diem rate to be 1/240th of her 2018-2019 salary.

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

Ms. Woods stated she is honored to have the opportunity to lead the district and she has heard nothing but positive feedback regarding the school.

RESOLUTION: A motion was made by Bobbie Trudeau, seconded by Penny Allen to approve the Supt. of following appointments and authorizations of Erin Woods, Superintendent of Schools, Schools effective August 16, 2018.
Appts./Auths.

- Deputy District Treasurer - Bonded for \$1,100,000
- Purchasing Agent
- Chief Emergency Officer
- Designated Education Official
- Hearing Official (Child Nutrition Program)
- Check Signer
- Records Management Officer
- LEA AHERE Designee
- Payroll Officer
- Compliance Officer
- Title VI Coordinator
- Title IX Coordinator
- District Appeals Officer
- Payment of Utilities and Insurance
- Borrowing, Investing & Accepting Funds
- Budget Transfers
- Professional Development of all Employees within Budget
- Personnel Employment
- Execute BOCES Contracts
- Purchase and Consult Professional Services (as needed to carry out the responsibilities of the Board, Superintendent and the mission of the School District)
- Apply Grants in Aid (State and Federal as appropriate)

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

RESOLUTION: A motion was made by Tom O'Brien, seconded by Lynn Coller, Whereas, Delegate the Edwards-Knox Central School District is a participant in the St. Lawrence-Lewis Dist. Counties School District Employees Worker's compensation Plan: and Empl. Whereas, Section IV of the Municipal Cooperative Agreement directs this School Comp Plan District Worker's 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 Erin Woods, Superintendent of Schools, to serve as the School District's representative on the Plan's Board of Directors: and RESOLVED FURTHER, that the Board of Education hereby designates Glenda Morales-Hanley, Assistant Business Manager, to serve as an alternate district representative on the Plan's Board of Directors should the district's representative not be able to attend a Board of Directors Meeting, effective August 16, 2018.

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

RESOLUTION: A motion was made by Stacia Kroniser, seconded by Jennifer Hotaling, Whereas, Delegate the Edwards-Knox Central School District is a participant in the St. Lawrence-Lewis Dist. Counties School District Employees Medical Plan: and Whereas, Section IV of the Empl. Municipal Cooperative Agreement directs this School District to select the Medical Plan Superintendent or a designee to serve on the Plan's Board of Directors, be it RESOLVED, that the Board of Education hereby designates Erin Woods, Superintendent of Schools, to serve as the School District's representative on the Plan's Board of Directors: and RESOLVED FURTHER, that the Board of Education hereby designates Glenda Morales-Hanley, Assistant Business Manager, to serve as an alternate district representative on the Plan's Board of Directors should the district's representative not be able to attend a Board of Directors Meeting, effective August 16, 2018.

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

RESOLUTION: A motion was made by Penny Allen, seconded by Lynn Coller to approve the Minutes minutes of July 10, 2018 and July 16, 2018, as presented.

7/10/18

7/16/18

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

The Board reviewed the warrants on file in the business office, recommended for payment by the Claims Auditor and asked clarification questions regarding the payments.

RESOLUTION: A motion was made by Tom O'Brien, seconded by Stacia Kroniser to accept the Claims Claims Auditor reports dated July 11, 2018 and July 25, 2018, as presented and on file Auditor in the business office.

Reports

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

RESOLUTION: A motion was made by Penny Allen, seconded by Jennifer Hotaling to approve the Treasurer's Treasurer's report of June 30, 2018, as presented and on file in the business office:

Report

6/30/18

General Fund: \$474,272.62
General Fund Class: \$1,578,254.03
School Lunch Checking: \$9,708.77
Federal Fund Checking: \$20,187.79
Trust & Agency Checking: \$168,926.40
Payroll Checking: \$5,704.82
Class Retirement Contribution Reserve Fund: \$1,194,362.31
Class Workers Comp Reserve Fund: \$401,182.80
Class Debt Service Fund: \$324,252.30
Class Insurance Reserve Fund: \$37,889.34
Class Employees Benefit Reserve Fund: \$595,171.75
Class Unemployment Reserve Fund: \$289,831.03
Class Capital Fund: \$4,420.80
Class Expendable Fund: \$81,880.18
Class Non-expendable Fund: \$120,359.78
Class Capital Money Market Fund: \$309,339.89
Scholarship Fund NBT: \$753.80

Mrs. Morales-Hanley reported that the auditors were here last week and reported no findings, a report will be given when the audit is finalized. Mr. Burke stated his recommendation of creating a fund for future capital projects. Discussions were also had regarding professional development and cross training opportunities for the custodial staff.

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

RESOLUTION: A motion was made by Tom O'Brien, seconded by Bobbie Trudeau to accept the Trial Bal Trial Balance Report, Revenue Status Report, Budget Status Report and the Budgetary Rev. Stat. Transfer Reports dated June 30, 2018, as presented and on file in the business Budg. Stat. office.

Budg. Transfer

Rpts.

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

RESOLUTION: A motion was made by Stacia Kroniser, seconded by Tom O'Brien to accept the Reserve Reserve Fund Plan report as presented and on file in the business office.

Fund

Plan Rpt.

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

RESOLUTION: A motion was made by Jennifer Hotaling, seconded by Tom O'Brien Whereas the Board of Education has been authorized by the voters at the Annual School Meetings Tax Roll & Levy to raise for the current budget of the 2018-2019 school year a sum not to exceed \$15,661,402; Therefore be it resolved, that the Board will hold taxes to a 1.00% tax increase and set the tax levy for the 2018-2019 school year at \$1,955,972 and fix the equalized tax rate by towns and confirm the extension of the taxes as they appear on the following described tax roll:

Town of:	Assessed Value	Equal. Rate %	Tax Rates
Canton	963,870	100.00	9.728095
Clare	1,046,273	3.09	314.825066
Edwards	52,921,660	89.50	10.869379
Fine	3,876,958	81.00	12.009993
Hermon	2,471,268	91.00	10.690214
Pierrepoint	11,748,760	87.50	11.117822
Russell	60,326,603	70.00	13.897278

and be it hereby directed that the tax warrant of this board duly signed shall be affixed to the above-described tax rolls authorizing the collection of said taxes to begin September 4, 2018 and end October 31, 2018 giving the tax warrant an effective period of fifty-eight days at the expiration of which time the tax collector shall make an accounting in writing to the Board; and it is further directed that the delinquent tax penalties shall be fixed as follows: 1st month free period, 2nd month interest of two percent added, 3rd month or fraction thereof, interest of 3 percent added. Be it additionally resolved as follows: To the Collector of the Edwards-Knox Central School District, Town of Edwards, Russell, Pierrepoint, Hermon, Fine, Clare and Canton, County of St. Lawrence, New York State. You are hereby commanded: 1. To give notice and start collection on September 4, 2018 (In accordance with the provisions of Section 1322 of the Real Property Tax Law). 2. To give notice that tax collection will end on October 31, 2018. 3. To collect taxes in the sum of \$1,955,972. in the same manner that collectors are authorized to collect town and county taxes in accordance with the provisions of Section 1318 of the Real Property Tax Law. 4. To make no changes or alterations in the tax roll or the attached tax rolls but shall return the same to the Board of Education. The Board may recall its warrant and tax roll for correction of errors or omissions in accordance with the provisions of Section 1316 of the Real Property Tax Law. 5. To forward by mail to each owner of real property listed on the tax rolls within ten days after the start of collection a statement of taxes due on his property on press-numbered tax bill forms provided by the school district in accordance with the provisions of Section 922 of the Real Property Tax Law. To forward by mail, without interest penalties, to the office of the county treasurer a detailed tax bill of all state land parcels liable for taxes on the school tax rolls in accordance with provision of Sections 540 and 544 of the Real Property Tax Law. 6. To receive from each of the taxable corporations and natural persons the sums listed on the attached tax rolls without interest penalties when such sums are paid before the end of the first month of the tax collection period. To add two percent interest penalties to all taxes collected during the second month of the tax collection and to add three percent interest penalties to all taxes collected during any part of the third month of the tax collection period and to account for such sums as income due to the school district. 7. To issue press-numbered receipts only on forms provided by the school district in acknowledgment of receipts of payment of taxes and to retain, preserve and file exact carbon copies of all such receipts issued as required by Section 987 of the Real Property Tax Law. 8. To promptly return the warrant at its expiration and if any taxes on the attached tax rolls shall be unpaid at that time, deliver an accounting thereof on forms showing by Town the total assessed valuation, tax rate, the total tax levy, the total amounts remaining uncollected as required by Section 1330 of the Real Property tax. The warrant is issued pursuant to Sections 910, 912, and 914 of the Real Property Tax Law and is delivered in accordance with Section 1306 and 1318 of this law. It is effective immediately after it is properly signed by a majority of the Board of Education. The warrants all expire on the date stated above unless a renewal or extension has been endorsed on the face of this warrant in writing in accordance with Section 1318, Sub. - 2 of the Real Property Tax Law.

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

RESOLUTION: A motion was made by Stacia Kroniser, seconded by Bobbie Trudeau to appoint 18-2019 Erin Woods - Superintendent of Schools(effective August 16, 2018), Amy Sykes - High APPR School Principal and Lura Hughes - Elementary Principal as certified APPR Lead Evaluator Evaluators for the 2018-2019 school year.

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

RESOLUTION: A motion was made by Tom O'Brien, seconded by Stacia Kroniser to approve the 18-2019 Elementary Handbook, High School Handbook, Faculty Handbook, Coaching Handbook Hndbks and the Extracurricular Handbook for the 2018-2019 school year as presented and on file in the main office.

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

RESOLUTION: A motion was made by Jennifer Hotaling, seconded by Penny Allen to approve the 18-2019 2018- 2019 Code of Conduct and Summary, as presented and on file in the main office.
Code of
Conduct &
Summary

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

RESOLUTION: A motion was made by Tom O'Brien, seconded by Bobbie Trudeau to approve the 18-2020 2018-2020 AIS/RTI Intervention Plan, as presented and on file in the district office.
AIS/RTI

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

RESOLUTION: A motion was made by Stacia Kroniser, seconded by Tom O'Brien to approve the 18-2019 2018-2019 Professional Development Plan, as presented and on file in the district office.
Prof.
Devel. Plan

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

RESOLUTION: A motion was made by Lynn Coller, seconded by Jennifer Hotaling to award the bid Award contract for wood chips for the 2018-2019 school year to Baillie Lumber Company out of Bid Boonville, NY in the amount of \$39.00 per ton, as presented and on file in the Business Wood Chips Office.

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

RESOLUTION: A motion was made by Lynn Coller, seconded by Bobbie Trudeau to approve the 1st Read first reading of Policy #8260 - Title 1 Parent and Family Engagement, as presented.
Policy
#8260

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

Administrative Reports

Mrs. Morales-Hanley discussed Title funds stating we received grant funds totaling around \$13, 000 for Title 4 that we did not expect.

President LaPoint thanked Mr. Burke for his years of service and wished him the best. Mr. Burke thanked the Board for the opportunity and the experience.

RESOLUTION: A motion was made by Stacia Kroniser, seconded by Penny Allen to approve the Appoint appointment of Brian Doyle, upon the recommendation of the Superintendent of Doyle Schools, to the probationary position of Elementary Teacher, at a Step 8 salary of Elem \$49,964, effective September 1, 2018 and at a per diem base rate of \$218.69 for

Teacher August 30, 2018 and August 31, 2018 and with an anticipated Tenure date of September 1, 2022.

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

RESOLUTION: A motion was made by Tom O'Brien, seconded by Lynn Coller to approve the 2018-19 following substitutes for the 2018-2019 school year:
Subs.

Teacher/Support Staff: Kevin Albern, Nancy Barker, James Buckley, David Bullock, Jadilynn Bullock, Rochelle Bullock, Elizabeth Burke, Rebeca Butler, Terry Coller, Crystal Dean, Jacob Fenlong, Lilly Flanagan, Marcus Frisbee, Emma-Lee Gotham, Paige Gravett, Dorna Hathaway, Fred LaPoint, Margie LaPoint, Norma Jean LaPoint, Carla Marschat, Ellen Meilleur, Donna Parks, Natalie Pitcher, Diane Rice, Shammie Robinson, Andrew Smith, Susan Smith, Aubrey Snell, Chrystal Snell, Christine Thompson, Sheri Towne, Mackenzie Tresidder, Tesia Tresidder, Joan Trivilino, Charla Whitmarsh, Samantha Willard and Thomas Wood

Cafeteria: Michelle Blackmer, Rachel Miller, Brittany Moore, Aubrey Snell and Chrystal Snell

Bus Driver: Scott Cardinal, Caleb Fuller, Greg Given, Richard Knox and Lyle McEathron

Bus Monitor: Dorna Hathaway

Lifeguard: Tomorra Averill, Nicholas Elkin, Brianna Farr, Kacee French, Emma-Lee Gotham, Andrea Heller, Arael Scott, Justin Scott, Zachary Scott, Aubrey Snell, Amanda Tresidder, Alexa White and Travis White

Dispatch: Julia Clifford and Jennifer Clary

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

RESOLUTION: A motion was made by Lynn Coller, seconded by Tom O'Brien to approve the Substitutes following additions to the 2018-2019 substitute lists:

Support Staff: Kelly Houle and Deborah Lee

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

RESOLUTION: A motion was made by Stacia Kroniser, seconded by Bobbie Trudeau to approve CPSE the programs recommended by the CPSE for students #2754 and #2781.

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

RESOLUTION: A motion was made by Lynn Coller, seconded by Bobbie Trudeau to declare Obsolete former dishware from the Edwards School District as obsolete and to donate them to the Obsolete Edwards Alumni Association.

Dishes

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

ADJOURN: A motion was made by Penny Allen, seconded by Jennifer Hotaling to adjourn the meeting at 8:37 p.m.

Allen - Yes	Coller - Yes	Hotaling -Yes	Kroniser - Yes
D. LaPoint - Absent	R. LaPoint - Yes	O'Brien - Yes	Trudeau - Yes
White - Absent			Motion Carried

Respectfully Submitted,

Brandi Graham
Board Clerk