

Edwards-Knox Central School  
Board of Education  
Regular Meeting  
August 8, 2023

The Regular meeting of the Edwards-Knox Central School Board of Education was called to order at 6:01 p.m. by President Penny Allen on August 8, 2023 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, Jennifer Benson-Baxter, Jamie Gibson, Malissa Hale, Craig Kirkpatrick, Heidi Stalker and Roger Tresidder. Also present were: Erin Woods, Amy Sykes, Lura Hughes, Glenda Morales-Hanley, Chris Harris, Shawn DeLorme, Christine Goossens/Leonard Bus Sales and Brandi Graham.

**Leonard Bus Sales Inc./Christine Goossens**

Christine Goossens from Leonard Bus Sales Inc. spoke regarding the electrification of school buses. A brief overview of the preparation and time line was presented, noting chargers, batteries, heating and cooling, utility upgrades and funding.

**Administrative Reports:**

Ms. Woods shared updates from her attendance at the Minnowbrook conference last week. Also shared was her appreciation of the town donations to help support the Summer Rec Program, serving the 85 students that were enrolled. An option of a NYSSBA board retreat in October was also discussed.

Mrs. Sykes gave an update on summer school, summer field trips, the upcoming 7<sup>th</sup> grade orientation and the continuance of the student academic support program for the 2023/2024 school year.

Ms. Hughes noted that the summer musical performed by the Summer Rec students was very well received and may continue during future summer programs. Many room changes and staff movement was also discussed.

Mrs. Morales-Hanley noted the continuance of the remote audit.

Mr. Harris gave an update on summer projects, the annual fire inspection and preparation for the new school year.

Mr. DeLorme discussed new driver training offered at BOCES and discussed the options of the obsolete van. After discussion of bidding options of the van, it was determined to advertise on Auctions International.

**Board Member Discussion Items:**

Mrs. Hale discussed her recent attendance at the NYSSBA Leadership in Education conference in Albany noting many staff recruitment and retention ideas and the recognition of the social and emotional well-being of students.

RESOLUTION: A motion was made by Malissa Hale, seconded by Roger Tresidder to approve the Minutes minutes of July 11, 2023.

7/11/23

Allen - Yes	Benson-Baxter - Yes	Gibson - Yes	Hale - Yes
Kirkpatrick - Yes	Lottie - Absent	Stalker - Yes	Tresidder - Yes
Zeh - 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 Roger Tresidder, seconded by Heidi Stalker to accept the Claims Auditor reports dated July 12, 2023 and July 26, 2023, as presented and as on file in the Business Office.

Reports

Allen - Yes	Benson-Baxter - Yes	Gibson - Yes	Hale - Yes
Kirkpatrick - Yes	Lottie - Absent	Stalker - Yes	Tresidder - Yes
Zeh - Absent			Motion Carried

**RESOLUTION:** A motion was made by Craig Kirkpatrick, seconded by Malissa Hale to approve Treasurer's the Treasurer's report of June 30, 2023, as presented and as on file in the Business Office:

Reports  
6/30/23

General Fund: \$373,155.63  
 General Fund Class: \$2,007,079.66  
 School Lunch Checking: \$22,130.46  
 Federal Fund Checking: \$20,917.24  
 Trust & Agency Checking: \$344,535.25  
 Trust \$ Agency - HRA FSA: \$2,323.53  
 Payroll Checking: \$7,948.87  
 Class Retirement Contribution Reserve Fund: \$2,273,689.48  
 Class Workers Comp Reserve Fund: \$338,541.88  
 Class Debt Service Fund: \$268,850.11  
 Class Insurance Reserve Fund: \$456,013.25  
 Class Employees Benefit Reserve Fund: \$640,542.63  
 Class Unemployment Reserve Fund: \$280,772.20  
 Class Capital Fund: \$16,209.55  
 Class Expendable Fund: \$100,850.66  
 Class Non-expendable Fund: \$129,534.94  
 Class Capital Money Market Fund: \$493,271.61  
 Scholarship Fund NBT: \$61.93  
 Scholarship Fund Albern: \$950.04  
 Class Capital Reserve 2022: \$788,335.67

Allen - Yes	Benson-Baxter - Yes	Gibson - Yes	Hale - Yes
Kirkpatrick - Yes	Lottie - Absent	Stalker - Yes	Tresidder - Yes
Zeh - Absent			Motion Carried

**RESOLUTION:** A motion was made by Jamie Gibson, seconded by Roger Tresidder, **Whereas**, the Board of Education has been authorized by the voters at the Annual School Meeting to raise, for the current budget of the 2023-2024 school year, a sum not to exceed \$16,979,842; Therefore be it resolved, that the Board will hold taxes to a 1.00% tax increase and set the tax levy for the 2023-2024 school year at \$19,853 and fix the equalized tax rate by towns and confirm the extension of the taxes as they appear on the following described tax roll:

Tax Roll  
& Levy

Town of:	Assessed Value	Equal. Rate %	Tax Rates
Canton	1,117,020	74.00	10.156404
Clare	1,065,413	2.07	363.079178
Edwards	57,068,751	70.00	10.736770
Fine	4,679,532	93.00	8.081440
Hermon	3,340,795	88.00	8.540612
Pierrepoint	12,640,727	75.00	10.020985
Russell	66,096,684	62.00	12.122160

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 1, 2023 and end October 31, 2023 giving the tax warrant an effective period of sixty-one 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: 1<sup>st</sup> month free period, 2<sup>nd</sup> month interest of two percent added, 3<sup>rd</sup> 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 1, 2021 (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, 2023. 3. To collect taxes in the sum of \$2,005,165. 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	Benson-Baxter - Yes	Gibson - Yes	Hale - Yes
Kirkpatrick - Yes	Lottie - Absent	Stalker - Yes	Tresidder - Yes
Zeh - Absent			Motion Carried

RESOLUTION: A motion was made by Malissa Hale, seconded by Heidi Stalker to approve Final Read the second and final reading of the following Policy #7321 - Opioid Overdose Policy Prevention, as presented.  
#7321

Allen - Yes	Benson-Baxter - Yes	Gibson - Yes	Hale - Yes
Kirkpatrick - Yes	Lottie - Absent	Stalker - Yes	Tresidder - Yes
Zeh - Absent			Motion Carried

RESOLUTION: A motion was made by Craig Kirkpatrick, seconded by Jamie Gibson to approve 1st Read the first reading of Policy #6121 - Sexual Harassment in the Workplace, as presented.  
Policy #6121

Allen - Yes	Benson-Baxter - Yes	Gibson - Yes	Hale - Yes
Kirkpatrick - Yes	Lottie - Absent	Stalker - Yes	Tresidder - Yes
Zeh - Absent			Motion Carried

RESOLUTION: A motion was made by Jennifer Benson-Baxter, seconded by Heidi Stalker to Donation accept the donation in the amount of \$12,500 from the Town of Edwards for the purpose Town of the 2023 Summer Recreation Program.  
Edwards

Allen - Yes	Benson-Baxter - Yes	Gibson - Yes	Hale - Yes
Kirkpatrick - Yes	Lottie - Absent	Stalker - Yes	Tresidder - Yes
Zeh - Absent			Motion Carried

RESOLUTION: A motion was made by Roger Tresidder, seconded by Jamie Gibson to Donation accept the donation in the amount of \$800 from the Central New York Community CNY Foundation for the benefit of the Edwards-Knox Athletic Booster Club.  
Foundation

Allen - Yes	Benson-Baxter - Yes	Gibson - Yes	Hale - Yes
Kirkpatrick - Yes	Lottie - Absent	Stalker - Yes	Tresidder - Yes
Zeh - Absent			Motion Carried

RESOLUTION: A motion was made by Malissa Hale, seconded by Heidi Stalker to approve the 2023/24 following 2023/2024 handbooks and plans, as presented- Hndbks/ Plans

- Coaching Handbook
- Elementary Handbook
- High School Handbook
- Code of Conduct-Full
- Code of Conduct-Summary
- Faculty Handbook
- Extracurricular Handbook
- Special Education Plan

Allen - Yes	Benson-Baxter - Yes	Gibson - Yes	Hale - Yes
Kirkpatrick - Yes	Lottie - Absent	Stalker - Yes	Tresidder - Yes
Zeh - Absent			Motion Carried

RESOLUTION: A motion was made by Craig Kirkpatrick, seconded by Roger Tresidder to appoint 2023/24 Erin Woods - Superintendent of Schools, Amy Sykes - High School Principal and Lura APPR Hughes - Elementary Principal as certified APPR Lead Evaluators for the 2023-2024 Evaluator school year.

Allen - Yes	Benson-Baxter - Yes	Gibson - Yes	Hale - Yes
Kirkpatrick - Yes	Lottie - Absent	Stalker - Yes	Tresidder - Yes
Zeh - Absent			Motion Carried

RESOLUTION: A motion was made by Malissa Hale, seconded by Jennifer Benson-Baxter to Declare declare the following 4 outdated car seats as obsolete, as recommended by the Obsolete Superintendent of Schools. Car Seats

- 2017 Cosco High Back Booster- Serial #308921
- 2017 Cosco High Back Booster- Serial #308922
- 2017 Cosco High Back Booster- Serial #308928
- 2017 Cosco High Back Booster- Serial #308929

Allen - Yes	Benson-Baxter - Yes	Gibson - Yes	Hale - Yes
Kirkpatrick - Yes	Lottie - Absent	Stalker - Yes	Tresidder - Yes
Zeh - Absent			Motion Carried

RESOLUTION: A motion was made by Roger Tresidder, seconded by Heidi Stalker to approve 2023/24 the following substitutes for the 2023-2024 school year: Subs

Teacher/Support Staff: Kevin Albern, Linda Alford, Nancy Barker, Amber Boulden, Bob Bowman, Brittany Brady, Debbie Bullock, Rebeca Butler, Terry Coller, Monty Curtis, Kathleen D'Angelo, Angela Durham, James Erlichman, Caleb Fuller, Kelly Fulmer, Patty Gotham, Rylee Gotham, Kathy Hance, Kathleene Harmer-Davison, Dorna Hathaway, Kylie Helvie, Greg Jenne, Jacqueline Koch, Krista Krull-Goss, Ashley LaPoint, Tammy Massengale, Wheeler Maynard, Natalie Pitcher, Becky Salego, Susan Smith, Chrystal Snell, Karissa Stowell, Sheri Towne, Toni Trombly, Kristina Whitmarsh, Melissa Wilkinson, Samantha Willard  
Bus Drivers: Joe Averill, Jonathon Brecheisen, Robert Salego, John Stransky  
Bus Monitors: Jennifer Hotaling, Laura Lamere, Sheri Towne

Allen - Yes	Benson-Baxter - Yes	Gibson - Yes	Hale - Yes
Kirkpatrick - Yes	Lottie - Absent	Stalker - Yes	Tresidder - Yes
Zeh - Absent			Motion Carried

RESOLUTION: A motion was made by Jennifer Benson-Baxter, seconded by Heidi Stalker to Appoint approve the appointment of Samantha Bullock and Krista Krull-Goss as Co-Advisors for Class the Class of 2025 for the 2023/2024 school year, as recommended by the Advisors Superintendent of schools.

Allen - Yes	Benson-Baxter - Yes	Gibson - Yes	Hale - Yes
Kirkpatrick - Yes	Lottie - Absent	Stalker - Yes	Tresidder - Yes
Zeh - Absent			Motion Carried

**RESOLUTION:** A motion was made by Craig Kirkpatrick, seconded by Jamie Gibson to approve the appointment of Sherry White as CSE Chairperson, Title II Coordinator and DASA Coordinator for the 2023/2024 school year, as recommended by the Superintendent of Schools.

Allen - Yes	Benson-Baxter - Yes	Gibson - Yes	Hale - Yes
Kirkpatrick - Yes	Lottie - Absent	Stalker - Yes	Tresidder - Yes
Zeh - Absent			Motion Carried

**RESOLUTION:** A motion was made by Malissa Hale, seconded by Roger Tresidder to approve the following resolution, as recommended by the Superintendent of Schools.

**WHEREAS**, the Edwards-Knox Central School District is a party to an administrative proceeding pending before the United States Equal Employment Opportunity Commission and assigned Charge No. 525-2022-02425 (“the EEOC Proceeding”); and

**WHEREAS**, the parties in the EEOC Proceeding wish to resolve the EEOC Proceeding through a settlement agreement; and

**WHEREAS**, the Board of Education has considered the terms of a proposed settlement agreement and seeks to approve the same.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of the Edwards-Knox Central School District as follows:

1. The Board hereby approves of the proposed settlement agreement pertaining to the EEOC Proceeding and authorizes the Superintendent of the School District, or his designee, to take all necessary actions and to execute any necessary documents on behalf of the Board of Education upon the recommendation of legal counsel necessary to effectuate/finalize the same, and to issue School District funds to ensure full payment of any amounts remaining due under the settlement agreement, not to exceed \$5,000.00.

2. This Resolution shall take effect immediately.

Allen - Yes	Benson-Baxter - Yes	Gibson - Yes	Hale - Yes
Kirkpatrick - Yes	Lottie - Absent	Stalker - Yes	Tresidder - Yes
Zeh - Absent			Motion Carried

**RESOLUTION:** A motion was made by Malissa Hale, seconded by Jennifer Benson-Baxter to appoint Angela Gollinger as the Edwards-Knox Central School Health Insurance Liaison with an additional stipend of \$2,500.00 effective July 1, 2023, for the 2023/2024 school year, as recommended by the Superintendent of Schools.

Allen - Yes	Benson-Baxter - Yes	Gibson - Yes	Hale - Yes
Kirkpatrick - Yes	Lottie - Absent	Stalker - Yes	Tresidder - Yes
Zeh - Absent			Motion Carried

**RESOLUTION:** A motion was made by Roger Tresidder, seconded by Jamie Gibson to approve the \$1,000 stipend increase for Angela Gollinger, Tax Collector, effective July 1, 2023, as recommended by the Superintendent of Schools.

Allen - Yes	Benson-Baxter - Yes	Gibson - Yes	Hale - Yes
Kirkpatrick - Yes	Lottie - Absent	Stalker - Yes	Tresidder - Yes
Zeh - Absent			Motion Carried

**RESOLUTION:** A motion was made by Craig Kirkpatrick, seconded by Heidi Stalker to approve the \$1,000 stipend increase for Brandi Graham, District Clerk, effective July 1, 2023, as recommended by the Superintendent of Schools.

Allen - Yes	Benson-Baxter - Yes	Gibson - Yes	Hale - Yes
Kirkpatrick - Yes	Lottie - Absent	Stalker - Yes	Tresidder - Yes
Zeh - Absent			Motion Carried

RESOLUTION: A motion was made by Craig Kirkpatrick, seconded by Roger Tresidder to Resign Sullivan School Bus Driver, with a change in effective date from December 22, 2023 to Driver September 8, 2023.

Amended

Allen - Yes	Benson-Baxter - Yes	Gibson - Yes	Hale - Yes
Kirkpatrick - Yes	Lottie - Absent	Stalker - Yes	Tresidder - Yes
Zeh - Absent			Motion Carried

RESOLUTION: A motion was made by Jennifer Benson-Baxter, seconded by Malissa Hale to Resign Crecco Instrumental Music Teacher, with regret, effective August 4, 2023.

Music Teacher

Allen - Yes	Benson-Baxter - Yes	Gibson - Yes	Hale - Yes
Kirkpatrick - Yes	Lottie - Absent	Stalker - Yes	Tresidder - Yes
Zeh - Absent			Motion Carried

ADJOURN: A motion was made by Malissa Hale, seconded by Roger Tresidder to adjourn the meeting at 7:23 p.m.

Allen - Yes	Benson-Baxter - Yes	Gibson - Yes	Hale - Yes
Kirkpatrick - Yes	Lottie - Absent	Stalker - Yes	Tresidder - Yes
Zeh - Absent			Motion Carried

Respectfully Submitted,

Brandi Graham  
Board Clerk