

PERRY CENTRAL SCHOOLS  
PERRY, NEW YORK 14530

BOARD OF EDUCATION

MINUTES

Perry Central School District Board of Education  
33 Watkins Ave., Perry, NY 14530  
Regular Meeting  
September 25, 2023

I. Call to Order, Roll Call, Pledge of Allegiance

President, Julius Westfall, called the meeting to order at 6:00 p.m.

A. Roll Call

Mr. Westfall	Mr. McLaughlin, <i>Superintendent</i>
Mr. Smithgall, <i>absent</i>	Mrs. Gilsinan, <i>Elementary Principal</i>
Mr. Milhollen	Mrs. Belkota, <i>Secondary Principal</i>
Mrs. Givens	Mr. Daniel Schuler, <i>Director of Pupil Services</i>
Mr. Paddock	Mr. Pettys, <i>School Business Administrator</i>
Mr. Sealy	Mr. Wolfanger, <i>Director of Facilities III</i>
Mr. McDougall	Mr. Wyant, <i>H.S. Asst. Principal/AD</i>
	Ms. Kowasz, <i>District Clerk</i>

II. Adopt Agenda

Upon motion made by Mr. McDougall, seconded by Mrs. Givens, the agenda for the regular meeting of September 25, 2023 is hereby approved.

Vote: Yes 6, No 0 motion carried  
Absent (Mr. Smithgall)

III. Persons Wishing to Address the Board - none

IV. Presentations

- A. 2022-23 External Audit, *Mike DeBadts – Mengel, Metzger, Barr & Co. LLP*
- B. FFA Overnight Trips, *Molly Huttar*
- C. International Travel Club – Spring 2025 Trip to Belize, *Sarah McLaughlin, Erica Kramell and Todd Shuskey*
- D. Laude System Graduation Recognition, *Becky Belkota*

V. Reports

- A. Capital Project Update, *Dave Wolfanger*

VI. Minutes of Previous Meetings

A. September 11, 2023 – Regular Meeting

Upon motion made by Mr. Milhollen, seconded by Mr. Sealy, the minutes of the regular meeting of September 11, 2023 were approved.

Vote: Yes 6, No 0  
Absent (Mr. Smithgall)

motion carried

VII. Consideration of Accounts

A. Extra-Curricular Accounts – August 2023

B. Internal Claims Auditor Reports – August 2023

C. Treasurer's Report – August 2023

Treasurer's Report for August 2023 General, T & A, Federal Aid, Debt Service, School Lunch Funds, Reserve Funds, Payroll, Capital, Transfers, Revenue Status and Appropriation Status.

D. Request for Payment

Upon motion made by Mr. Milhollen, seconded by Mr. Paddock, the following resolution was offered:

RESOLVED: that upon the recommendation of Superintendent Daryl T. McLaughlin, the Board of Education hereby approves the following request for payment for services/supplies related to Capital Project contracts:

- Amering & Johnston, Inc. Pay App. No. 5 \$24,570.80

Vote: Yes 6, No 0  
Absent (Mr. Smithgall)

motion carried

VIII. Old Business - none

IX. New Business

A. First Reading of Policies

- 3420 – Non-discrimination and Anti-harassment in the District
- 5140 – Administration of the Budget
- 7618 – Use of Time Out Rooms
- 7421 – Drug Testing of Student Athletes (This policy was recommended for deletion as it is no longer compliant with the law.)

B. Change to the Table of Organization

Upon motion made by Mrs. Givens, seconded by Mr. McDougall, the following resolution was offered:

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, the Board of Education hereby approves the following changes to the Table of Organization:

- Decrease (1) Teacher Aide
- Increase (1) Teacher Assistant

Vote: Yes 6, No 0 motion carried  
Absent (Mr. Smithgall)

C. Approve Terms and Conditions

Upon motion made by Mr. McDougall, seconded by Mr. Sealy, the following resolution was offered:

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, the Board of Education hereby approves the District Substitute Teacher Terms and Conditions.

Vote: Yes 6, No 0 motion carried  
Absent (Mr. Smithgall)

D. Award Electric Bid

Upon motion made by Mr. Milhollen, seconded by Mr. Paddock, the following resolution was offered:

RESOLVED that upon the recommendation of Superintendent Daryl T. McLaughlin the Board of Education hereby awards the purchase of electricity to Energy Coop of America at the indexed adder rate of \$0.01935 per kwh used. The term of this award will be from November 1st, 2023 through October 31st, 2024.

Vote: Yes 6, No 0 motion carried  
Absent (Mr. Smithgall)

E. Accept External Financial Audit

Upon motion made by Mrs. Givens, seconded by Mr. Milhollen, the following resolution was offered:

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, the Board of Education hereby accepts the external financial audit prepared by Raymond F. Wager, CPA, P.C., a division of Mengel Metzger Barr & Co. for the year ending June 30, 2023.

Vote: Yes 6, No 0 motion carried  
Absent (Mr. Smithgall)

F. Corrective Action Plan – External Audit

Upon motion made by Mr. Paddock, seconded by Mr. McDougall, the following resolution was offered:

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, the Board of Education hereby approves the Corrective Action Plan for the external financial audit ending June 30, 2023.

Vote: Yes 6, No 0 motion carried  
Absent (Mr. Smithgall)

X. Round Table Discussion

XI. Personnel – Instructional (Consent)

Upon motion made by Mr. Paddock, seconded by Mr. McDougall, the Personnel – Instructional consent agenda is hereby approved as presented.

Vote: Yes 6, No 0 motion carried  
Absent (Mr. Smithgall)

A. Appointments

1. District Substitute Teacher, *Lisa Rockcastle*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, Lisa Rockcastle is hereby appointed to the position of District Substitute Teacher for the 2023-24 school year, retroactive to September 13, 2023. Lisa Rockcastle's employment will be per the Board approved terms and conditions for the position.

2. Tutor, *Jonelle Flitcroft*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, Jonelle Flitcroft is hereby approved as a Tutor serving at the pleasure of the Board of Education.

XII. **Personnel – Non Instructional (Consent)**

Upon motion made by Mrs. Givens, seconded by Mr. Sealy, the Personnel – Non Instructional consent agenda is hereby approved as presented.

Vote: Yes 6, No 0 motion carried  
Absent (Mr. Smithgall)

A. Resignations

1. Teacher Aide, *Crystal Ouellette*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, the Board of Education hereby accepts the resignation of Crystal Ouellette from her position as Teacher Aide effective September 25, 2023, contingent upon Ms. Ouellette's appointment as Teaching Assistant.

2. Modified Cheerleading Coach, *Stacee Muolo*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, the Board of Education hereby accepts the resignation of Stacee Muolo from her position as Modified Cheerleading Coach effective September 13, 2023.

B. Appointments

1. Teaching Assistant, *Crystal Ouellette*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, Crystal Ouellette who will hold a New York State Teaching Assistant certification, is hereby appointed to the position of Teaching Assistant in the tenure area of Teaching Assistant effective September 25, 2023. The four-year probationary period begins on September 25, 2023 and will end on September 24, 2027. Ms. Ouellette shall receive \$15.20 per hour.

2. Substitute Cleaner, *Teresa Jagusiak*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, Teresa Jagusiak is hereby approved as a Substitute Cleaner serving at the pleasure of the Board of Education.

3. Substitute Teacher Aide, *Bethany Nichols*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, Bethany Nichols is hereby approved as a Substitute Teacher Aide serving at the pleasure of the Board of Education, retroactive to September 20, 2023.

4. Autism Nature Trail (ANT) Caretaker, *Jean-Paul Jaques*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, the Board of Education hereby appoints Jean-Paul Jaques as the Autism Nature Trail (ANT) Caretaker effective retroactive to September 21, 2023 through March 31, 2024 and receive \$20 per hour as per the Board-approved job description for the ANT Caretaker.

**Executive Session**

Upon motion made by Mr. McDougall, seconded by Mr. Sealy, the following resolution was offered:

RESOLVED: That the Board of Education will adjourn to an executive session at 7:22 p.m. for the purpose of discussing and/or reviewing:

- 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.

Vote: Yes 6, No 0 motion carried  
Absent (Mr. Smithgall)

President, Julius Westfield, appointed Bridget Givens as Clerk Pro Tem in the absence of the Clerk.

Returned to regular session at 7:59 p.m.

XIII. Board Open Forum

XIV. Adjournment

Upon motion made by Mr. McDougall, seconded by Mrs. Givens, the Regular meeting of the Board of Education was adjourned at 8:08 p.m.

Vote: Yes 6, No 0 motion carried  
Absent (Mr. Smithgall)