

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
November 13, 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	Mrs. Gilsinan, <i>Elementary Principal, absent</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, <i>absent</i>	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. Milhollen, seconded by Mr. McDougall, the agenda for the regular meeting of November 13, 2023 is hereby approved.

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

III. Persons Wishing to Address the Board - none

IV. Presentations - none

V. Reports

A. Capital Project Update, *Dave Wolfanger*

VI. Minutes of Previous Meetings

A. October 23, 2023 – Regular Meeting

Upon motion made by Mrs. Givens, seconded by Mr. Paddock, the minutes of the regular meeting of October 23, 2023 were approved.

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

VII. Consideration of Accounts

A. Requests for Payment

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

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

• Clark Patterson Lee	Invoice No. 94806	\$13,710.04
• Day Automation systems, Inc.	Invoice No. 117889	\$37,425.50
• DiFiore Construction, Inc.	Pay App. No. 7	\$38,152.01
• DiFiore Construction, Inc.	Pay App. No. 8	\$100,671.94
• Landry Mechanical Contractors	Pay App. No. 5	\$32,431.41
• Amering & Johnston, Inc.	Pay App. No. 7	\$33,359.17

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

VIII. Old Business

A. Second Reading of Policies

Upon motion made by Mr. McDougall, 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 policies for the Perry Central School District:

- 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.)

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

IX. New Business

A. Audit/Finance Committee Minutes – *October 23, 2023*

B. Committee on Special Education Recommendations

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

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, the Board of Education has no objections to the recommendations of the Committee and approves the authorization of funds to implement the special education programs and services consistent with such recommendations dated 10/16/23, 10/17/23, 10/18/23, 10/26/23, and 11/02/23.

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

C. Committee on Preschool Special Education Recommendations

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

RESOLVED: That upon recommendation of Superintendent Daryl T. McLaughlin, the Board of Education has no objections to the recommendations of the Committee and authorizes the Committee to implement the special education programs and services consistent with such recommendations dated 10/12/23 and 11/03/23.

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

D. Change Order

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

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, the Board of Education hereby approves Change Order Number: MC-001 for Amering and Johnston, Inc. in the amount of \$9,911.08 (decrease).

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

E. Audit/Finance Committee Charter

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

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin and the District's Audit/Finance Committee, the Board of Education hereby approves the Audit/Finance Committee Charter as presented.

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

F. District Reserve Plan

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 and the District's Audit/Finance Committee, the Board of Education hereby approves the District Reserve Plan (updated as of 6/30/23).

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

G. 2024-2025 Budget Calendar

Upon motion made by Mr. Smithgall, 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 2024-2025 Budget Calendar.

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

H. Accept Donations

Upon motion made by Mr. Milhollen, seconded by Mr. Smithgall, the following resolutions were offered:

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, the Board of Education hereby accepts a donation from Tops for Education in the amount of \$42.23 to be allocated to the High School Enrichment Fund.

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, the Board of Education hereby accepts a donation from Tops for Education in the amount of \$358.77.

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

I. Declare Surplus

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

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, the Board of Education hereby approves the following as surplus:

- (2) Wooden Desks
- (11) Teacher Chairs
- (1) SMART Board – Tag #000445

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

J. Overnight Trip – Class of 2024

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

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, the Board of Education hereby approves the Class of 2024's overnight trip to the Williamsburg, VA and Virginia Beach, VA on June 8, 2024 – June 11, 2024.

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

NOTE: Trips may need to be cancelled by the Superintendent if conditions warrant such a decision.

K. Sunday Building Use

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

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, the Board of Education hereby approves Becky Ohlson's (Girls' Soccer Head Coach) request for use the High School Gymnasium from 5:00 p.m. – 8:00 p.m. on Sundays in January 2024 through March 2024 to host Open Gym.

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

L. First Reading of Policies

The following policies have been recommended for deletion:

- 1511 – Agenda Format
- 2120 – Use of Parliamentary Procedure
- 2310 – Membership in Associations
- 3250 – Relations with Community and Parent Organizations
- 3430 – Uniform Violent and Disruptive Incident Reporting System (VADIR)
- 4410 – Professional Development Opportunities
- 5330 – Budget Transfers
- 6440 – Negotiations
- 6460 – Jury Duty
- 6510 – Health Insurance
- 6520 – Workers’ Compensation
- 6530 – Employee Assistance Program (EAP)

X. Round Table Discussion

XI. **Personnel – Instructional**

A. Tenure Appointment

1. Teaching Assistant, *Lesley Rowley*

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

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, the Board of Education hereby appoints Lesley Rowley tenure in the Teaching Assistant tenure area. The tenure service shall begin on January 13, 2024. The appointee holds a New York State Teaching Assistant, Level I certification.

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

Personnel – Instructional (Consent)

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

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

A. Appointments Cont.

1. Non - Certified Substitute Teacher, *Susan Carlson*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, Susan Carlson is hereby approved as a Non-Certified Substitute Teacher serving at the pleasure of the Board of Education.

2. Non - Certified Substitute Teacher, *Dennis Crowley*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, Dennis Crowley is hereby approved as a Non-Certified Substitute Teacher serving at the pleasure of the Board of Education.

3. Speech-Language Pathologist, *Samantha Bulter*

RESOLVED: That upon the recommendation of the Superintendent, Daryl T. McLaughlin, Samantha Bulter, who holds an initial New York State certification in Speech and Language Disabilities, is hereby appointed to a probationary position in the speech-remedial special subject tenure area for a four (4)-year probationary period commencing December 18, 2023 and ending on December 17, 2027. This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of Education Law, in order to be granted tenure the speech-language pathologist must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the speech-language pathologist receives an ineffective composite or overall rating in the final year of the probationary period, the speech-language pathologist shall not be eligible for tenure at that time. Samantha Bulter shall receive a salary for the 2023-24 school year of \$44,702 (prorated from the start date).

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

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

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

A. Resignations

1. Teacher Aide, *Marissa Brown*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, the Board of Education hereby accepts Marissa Brown's resignation from her position as Teacher Aide effective October 23, 2023.

2. Assistant Cook, *Nicole Scott*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, the Board of Education hereby accepts Nicole Scott's resignation from her position as Assistant Cook effective the close of business on November 6, 2023.

3. Assistant Basketball Coach, *Stefanie Weber*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, the Board of Education hereby accepts Stefanie Weber's resignation from her position as Assistant Basketball Coach effective October 23, 2023, pending her appointment as the Boys' Varsity Swimming Coach.

4. Girls' Modified Basketball Coach, *Sarah Chatley*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, the Board of Education hereby accepts Sarah Chatley's resignation from her position as Girls' Modified Basketball Coach effective November 12, 2023, pending her appointment as the Girls' Assistant Basketball Coach.

B. Appointments

1. Substitute Teacher Aide, *Francy Gonzales*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, Francy Gonzales is hereby approved as a Substitute Teacher Aide serving at the pleasure of the Board of Education effective, retroactive to November 2, 2023.

2. Teacher Aide, *Bethany Nichols*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, Bethany Nichols is hereby appointed to the position of Teacher Aide effective, retroactive to October 24, 2023. The one-year probationary period begins on October 24, 2023 and ends on October 23, 2024. Ms. Nichols shall receive \$14.70 per hour.

3. Food Service Helper, *Kimberly Marusz*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, Kimberly Marusz is hereby appointed to the position of Food Service Helper effective November 13, 2023. The one-year probationary period begins on November 13, 2023 and ends on November 12, 2024. Mrs. Marusz shall receive \$14.70 per hour.

4. Teacher Aide, *Chelsea Pascoe*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, Chelsea Pascoe is hereby appointed to the position of Teacher Aide effective, retroactive to November 2, 2023. The one-year probationary period begins on November 2, 2023 and ends on November 1, 2024. Ms. Pascoe shall receive \$14.70 per hour.

5. Teacher Aide, *Kari Thomson*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, Kari Thomson is hereby appointed to the position of Teacher Aide effective, retroactive to November 7, 2023. The one-year probationary period begins on November 7, 2023 and ends on November 6, 2024. Mrs. Thomson shall receive \$14.70 per hour.

6. 2023-24 Coaches

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, the Board of Education hereby appoints the following coaches to the stated positions for 2023-24 school year:

Cheerleading

Varsity Coach – Ashley Hyjek

Modified Coach – Meagan Jaques

Girls Basketball

Varsity Assistant Coach – Sarah Chatley

Modified Coach – Courtney Bell

Boys' Swimming

Varsity Coach – Stefanie Weber

7. Change in Status – Custodian, *Zachary Walczak*

WHEREAS, resolution of November 14, 2022, Zachary Walczak was appointed to a probationary position as Custodian and

WHEREAS, Zachary Walczak completes his probationary status on November 13, 2023,

NOW, therefore, be it hereby resolved that this Board acknowledges that Zachary Walczak is no longer in probationary status.

8. Substitute Teacher Aide/Student Interpreter of ALS, *Susan Carlson*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, Susan Carlson is hereby approved as a Substitute Teacher Aide/Student Interpreter of ALS serving at the pleasure of the Board of Education.

9. Change in Status – Keyboard Specialist (10-Month), *Stacy Carpenter*

WHEREAS, by resolution on September 11, 2023, Stacy Carpenter was appointed to a provisional appointment as Keyboard Specialist (10-Month) subject to Civil Service regulations,

WHEREAS, Mrs. Carpenter has successfully fulfilled the Civil Service regulations,

WHEREAS, Mrs. Carpenter has earned two months of provisional service credit towards her one-year probationary period,

NOW, therefore, be it hereby resolved that this Board acknowledges that Mrs. Carpenter's probationary period will commence on November 13, 2023 and end on September 12, 2024.

10. Substitute Teacher Aide, *Marissa Brown*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, Marissa Brown is hereby approved as a Substitute Teacher Aide serving at the pleasure of the Board of Education effective, retroactive to October 23, 2023.

11. School Monitor (Bus), *Kristie Fravel*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, Kristie Fravel is hereby appointed to the position of School Monitor (Bus) effective, retroactive to November 7, 2023. The one-year probationary period begins on November 7, 2023 and ends on November 6, 2024. Ms. Fravel shall receive \$16.00 per hour.

12. School Monitor (Bus), *Brandy Schmidt*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, Brandy Schmidt is hereby appointed to the position of School Monitor (Bus) effective November 13, 2023. The one-year probationary period begins on November 13, 2023 and ends on November 12, 2024. Ms. Schmidt shall receive \$16.00 per hour.

13. Assistant Cook, *Laura Gifford*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, Laura Gifford is hereby appointed to the position of Assistant Cook effective November 27, 2023. The one-year probationary period begins on November 27, 2023 and ends on November 26, 2024. Mrs. Gifford shall receive \$16.00 per hour.

C. Leave

1. Food Service Helper, *Destinee Stoltzfus*

RESOLVED: That upon the recommendation of Superintendent Daryl T. McLaughlin, the Board of Education hereby approves Destinee Stoltzfus' request for December 8, 2023 as unpaid leave from her position as Food Service Helper.

Personnel – Non Instructional (Cont.)

B. Appointments (Cont.)

14. Change in Status – Keyboard Specialist (10-Month), *Kellie Milhollen*

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

WHEREAS, by resolution on January 9, 2023, Kellie Milhollen was appointed to a provisional appointment as Keyboard Specialist (10-Month) subject to Civil Service regulations,

WHEREAS, Mrs. Milhollen has successfully fulfilled the Civil Service regulations,

WHEREAS, Mrs. Milhollen has earned ten months of provisional service credit towards her one-year probationary period,

NOW, therefore, be it hereby resolved that this Board acknowledges that Mrs. Milhollen's probationary period will commence on November 13, 2023 and end on January 12, 2024.

Vote: Yes 5, No 0, Abstain 1 (Mr. Milhollen) motion carried
Absent (Mr. Sealy)

Executive Session

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

RESOLVED: That the Board of Education will adjourn to an executive session at 6:23 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. Sealy)

President Westfall appointed Bridget Givens as Clerk Pro-Tem in the absence of the Clerk.

Returned to regular session at 7:09 p.m.

XIII. Board Open Forum

XIV. Adjournment

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

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

motion carried