

**MINUTES FOR  
Regular Meeting of the Board of Education  
Corning City School District  
CPPMS 35 Victory Highway, Painted Post  
Wednesday, August 19, 2020 at 6:30 pm  
Executive Session at 6:00 pm**

**Approved**

**Virtual Public Access via ZOOM link**

**1.0 OPENING**

Meeting called to order at 6:00 p.m. with Dr. Dale R. Wexell, President, presiding

**1.1 ROLL CALL**

Board Members:	<b>Present</b>	<b>Absent</b>
Kevin Ashton	<u>  x  </u>	<u>      </u>
Kelley Bacalles	<u>  x  </u>	<u>      </u>
Kristina Belanger	<u>  x  </u>	<u>      </u>
Mary Franklin	<u>  x  </u>	<u>      </u>
Marjorie Lawlor	<u>  x  </u>	<u>      </u>
Janelle Meteer	<u>  x  </u>	<u>      </u>
Dr. James Webb	<u>      </u>	<u>  Exc.  </u>
Dr. Dale Wexell, President	<u>  x  </u>	<u>      </u>
Victoria Zingler, Vice-President	<u>      </u>	<u>  Exc.  </u>
<b>Administrators:</b>		
Michelle Caulfield, Superintendent	<u>  x  </u>	<u>      </u>
Jeff Delorme, Asst. Supt.-Administrative Services	<u>  x  </u>	<u>      </u>
Linda Perry, Asst. Supt.-Secondary Ed.	<u>  x  </u>	<u>      </u>
Kerry Elsasser, Asst. Supt.-Elementary Ed.	<u>  x  </u>	<u>      </u>
William Pierce, Asst. Supt.-School Operations	<u>  x  </u>	<u>      </u>
Paul Webster, School Business Official	<u>  x  </u>	<u>      </u>
<b>Officers:</b>		
Karen Dutcher, Clerk of the Board	<u>      </u>	<u>      </u>

Media: Leader        Star Gazette        Spectrum        WETM-TV        WENY-TV       

**Executive Session**

Moved by: Meteer Seconded by: Franklin to enter into Executive Session at 6:00 p.m. to discuss matters related to the appointment of a particular person(s) as well as to discuss contract negotiations with CTA pursuant to Article 14 of the Civil Service Law.

Aye   7   Nay   0   Absent   2   Accepted

**Resume Regular Order of Business**

Moved by: Meteer Seconded by: Ashton to resume the regular order of business at 6:50 p.m.

Aye   7   Nay   0   Absent   2   Accepted

**Pledge of Allegiance**

**1.2 Acceptance of the Agenda**

Moved by: Meteer Seconded by: Franklin with the addition of Personnel Items 3.4-Appointment of MS Executive Principal and 3.5-MOA with CTA regarding Retirement Notification Window.

Aye   7   Nay   0   Absent   2   Accepted

**1.3 Approval of Minutes**

Moved by: Bacalles Seconded by: Belanger to approve the minutes of the Regular Board Meeting of August 5, 2020.

Aye   7   Nay   0   Absent   2   Accepted

**August 19, 2020**

**1.4 Report from the President of the Board of Education:** Dr. Wexell announced that all membership on the Board Committees (e.g. Policy, Budget, Audit, EIA etc.) will remain the same for this school year. He also noted that the Board Building Liaison assignments will be visited at a later date.

**1.5 Report from the Superintendent of Schools:** Ms. Caulfield informed the Board that two of three Parent Town Hall Meetings to inform parents of School Reopening plans and guidelines were held virtually. She noted that they were well attended.

**BOARD MEMBER COMMENTS:** None

**1.6 Authorization of Funds to Implement Special Education Programs/Services**

**RESOLVED**, that the Board of Education approves the authorization of funds to implement the Special Education Programs and Services consistent with such recommendations from the CSE meetings of June 24, 2020 through August 13, 2020.

Moved by: Lawlor Seconded by: Belanger  
Aye 7 Nay 0 Absent 2 Accepted

**2.0 REPORTS**

**2.1 Facilities Update-Michelle Caulfield, Superintendent**

Bill Pierce, Assistant Superintendent for School Operations and Mr. Robinson from Welliver updated the Board on things happening around the district relative to facilities work. They noted the parking lot and sidewalk work at the Administration Building is nearly complete, the pool work is also near completion and the Bus Garage work is moving along.

**2.2 School Re-opening Update-Michelle Caulfield, Superintendent**

Ms. Caulfield provided a PowerPoint presentation updating the Board on the status of school reopening. Panel members were available to answer questions in their areas of expertise (Larry Eccleston-transportation, Bill Pierce-Facilities, Paul Webster-Financial, Jeff Delorme-Health and Safety, Linda Perry and Kerry Elsasser, Instructional and Jennifer Batzing, Special Education)

**The Board agreed by consensus to a 5 minute recess (7:47 – 7:52)**

**2.3 Equity Update-Michelle Caulfield, Superintendent:** None

**2.4 Board Use of Technology Discussion:** Mr. Ashton asked the Board to consider the potential value of a Board Technology Committee. Upon discussion by the Board they agreed by consensus to consider two recommendations: (1) establishment of an Ad Hoc Technology Committee and (2) the role of a Technology Committee as a tool to enhance student learning and District Operations must be included in the development of the new Master Plan. A determination on how to proceed will be finalized after the September 16 Board meeting.

**2.5 Board Committees**

**2.5.1 Policy Committee**

**2.5.1.1** The Policy Committee submits the following policy per enclosure, to be presented for approval with revisions:

**5300–Code of Conduct**

Motion Submitted by Ms. Kristina Belanger on behalf of the Policy Committee

Aye 7 Nay 0 Absent 2 Accepted

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## 2.6 Written Reports

### 2.6.1 July Claims Auditor Report-Submitted by Kim Dykes, BOCES CBO

## 3.0 PERSONNEL

### 3.1 Retirement of Personnel

**Superintendent's Recommendation:** that the Board of Education accepts, with genuine regret, the Retirement request of **Cheryl Cady**, Teaching Assistant, Erwin Valley Elementary School, effective August 7, 2020 after 20 years of service.

The Board offers the following resolution:

**WHEREAS, Cheryl Cady**, has served the children of the Corning-Painted Post area with distinction for many years, and

**WHEREAS**, throughout the years she has consistently discharged her duties in an outstanding and highly professional manner, giving unselfishly of her time and efforts,

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education of the Corning-Painted Post Area School District, County of Steuben, State of New York, accepts with deep regret the retirement request of **Cheryl Cady** and records in the minutes of this meeting this expression of the Board's deep appreciation of her devoted service, as well as its sensitivity to the loss from the staff of this trusted and valued employee.

**BE IT FURTHER RESOLVED**, that the Clerk of the Board be and hereby is instructed to transmit to **Cheryl Cady** copy of this expression of the Board's gratitude.

Moved by: Meteer Seconded by: Belanger  
Aye 7 Nay 0 Absent 2 Accepted

### 3.2 Personnel Items-Resignations, Leaves of Absence, Appointments, Changes of Assignment

**Superintendent's Recommendation:** that the Board approves the personnel items as listed on the attached pink sheets in Section 3.2.1, 3.2.2, 3.2.3, 3.2.4, 3.2.5, 3.2.6, 3.2.7 and 3.2.8.

Moved by: Belanger Seconded by: Franklin  
Aye 7 Nay 0 Absent 2 Accepted

### 3.3 Tenure Appointments-Administrative

**Superintendent's Recommendation:** that the Administrative personnel listed below (details on attachment 3.0, Section 3.3) who will have completed the probationary period effective as noted, be appointed tenure:

**Sarah Ainsworth, Assistant Principal, effective September 12, 2020**

Moved by: Lawlor Seconded by: Belanger  
Aye 7 Nay 0 Absent 2 Accepted

### 3.4 Appointment of Executive Principal

**Superintendent's Recommendation:** that Frank Barber be appointed to the position of Executive Principal at C-PP Middle School effective August 20, 2020 at an annual salary of \$128,500 (pro-rated). The four-year probationary period for this appointment will commence on August 20, 2020 and terminate on August 19, 2024.

Moved by: Lawlor Seconded by: Franklin/Belanger  
Aye 7 Nay 0 Absent 2 Accepted

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### 3.5 Approval of Memorandum of Agreement – CTA Article 4.9 Retirement Notification Window

**Superintendent’s Recommendation:** that the Board approves the Memorandum of Agreement between the District and the Corning Teachers’ Association concerning an additional window of time for eligible Association members to submit retirement notification under Article 4.9 from August 1 to September 1. This change is for the 2020-2021 school year only.

Moved by: Franklin Seconded by: Belanger  
Aye 7 Nay 0 Absent 2 Accepted

### 4.0 BUSINESS

#### 4.1 Business Items-Consent Agenda

##### A. Appropriate \$160,000 to Special Aid Fund

that the Board appropriates \$160,000 to Special Aid Fund for State Supported School Tuition.

##### B. Bid Awards

that the Board approve the Award of Bids to vendors meeting specifications in accordance with the description of items and summary of information as listed on the “Bid Recommendation Report”, filed as part of the Board minutes.

- 21-014 Cooperative Milk Bid
- 21-015 Cooperative Bread Bid
- 21-016 Cooperative Paper Bid- Food Services
- 21-017 Cooperative Grocery Bid

##### C. Resolution to Correct Overdue Tax Rolls and Warrant

that the 2019-20 overdue tax roll and warrant be revised according to the schedule submitted by the School Tax Collector and attached hereto.

##### D. Accept and Appropriate \$3,000 Donation from First Heritage Federal Credit Union

that the Board accept a donation of \$3,000 from First Heritage Federal Credit Union, to be used to purchase books for Winfield Elementary School; further that the Board appropriate \$3,000 to revenue code A2705 “Gifts and Donations” and \$3,000 to expenditure code A-2110-450-17-01 “Winfield Regular School Supplies”.

##### E. Accept and Appropriate Triangle Fund Grant

that the Board accept a grant from The Triangle Fund in the amount of \$6,000 in support of the 2020-21 High School Learning Center program; further that the Board appropriate \$6,000 to the Special Aid Fund.

Moved by: Ashton Seconded by: Lawlor  
Aye 7 Nay 0 Absent 2 Accepted

#### 4.2 Transfer to Reserve Funds

**Superintendent’s Recommendation:** that the Board of Education hereby authorizes the transfer of funds exceeding the 4% maximum allowable unreserved, unappropriated fund balance for fiscal year ending June 30, 2020 to the District’s Retirement Contribution Reserve Fund (Employees’ Retirement System) in the amount of \$1,800,000, the Retirement Contribution Reserve Sub-Fund (Teachers Retirement System) in the amount of \$774,000, and the Workers’ Compensation Reserve Fund in the amount of \$615,000 per Education Law.

Moved by: Meteer Seconded by: Franklin  
Aye 7 Nay 0 Absent 2 Accepted

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**4.3 Authorization of Retirement Contribution Reserve Fund and Retirement Contribution Reserve Sub-Fund Expenditure**

**RESOLVED** that the Board of Education hereby authorizes the expenditure of \$1,200,000 from the District's existing Retirement Contribution Reserve Fund and \$500,000 from the District's existing Retirement Contribution Reserve Sub-Fund established in accordance with Section 6-r of the General Municipal Law for the purpose of paying [a portion of] the District's contribution to the New York State and Local Employees' Retirement System and Teachers' Retirement System pursuant to section 17 of the Retirement and Social Security Law for the 2020-2021 fiscal year.

Moved by: Meteer Seconded by: Franklin  
Aye 7 Nay 0 Absent 2 Accepted

**4.4 Authorization of Unemployment Reserve Fund Expenditure**

**RESOLVED**, that the Board of Education hereby authorizes the expenditure of up to \$25,000 for actual unemployment claims paid, from the District's existing Unemployment Insurance Payment Reserve Fund established in accordance with Section 6-m of the General Municipal Law for the purpose of reimbursing the State Unemployment Insurance Fund for a portion of the amount of benefits paid to claimants and charged to the District for the 2020-2021 fiscal year.

Moved by: Meteer Seconded by: Belanger  
Aye 7 Nay 0 Absent 2 Accepted

**4.5 Authorization of Workers' Compensation Reserve Fund Expenditure**

**RESOLVED**, that the Board of Education hereby authorizes the expenditure of up to \$500,000 from the District's existing Workers' Compensation Reserve Fund established in accordance with Section 6-j of the General Municipal Law for the purpose of paying compensation and benefits, medical, hospital or other expenses authorized by article two of the workmen's compensation law and expenses of administering the self-insurance program for the 2020-2021 fiscal year.

Moved by: Meteer Seconded by: Ashton  
Aye 7 Nay 0 Absent 2 Accepted

**4.6 Fiber Connection Bid Award Recommendation**

**Superintendent's Recommendation:** that the Board approve the Bid Award for the 2020 Smart Schools Bond Act – Fiber Connection Project per the attached bid recommendation report from our Construction Manager at Welliver, filed as part of the Board minutes.

21-018 2020 Smart Schools Bond Act – Fiber Connection Bid

Moved by: Lawlor Seconded by: Ashton  
Aye 7 Nay 0 Absent 2 Accepted

**5.0 OLD BUSINESS**

**5.1 Approval of Memorandum of Agreement – Synchronous (Live) Instruction**

**Superintendent's Recommendation:** that the Board approves the Memorandum of Agreement between the District and the Corning Teachers' Association concerning Synchronous (Live) Instruction for the 2020-2021 school year.

Moved by: Meteer Seconded by: Lawlor  
Aye 7 Nay 0 Absent 2 Accepted

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**BOARD MEMBER COMMENTS:** None

**FUTURE AGENDA ITEMS:** Dr. Wexell noted that he will send out a memo to the Board asking for report items for the upcoming school year.

**BOARD MEMBER REQUESTS FOR INFORMATION:** None

**ADJOURNMENT**

Moved by: Lawlor Seconded by: Bacalles to adjourn the meeting at 8:00 p.m.  
Aye 7 Nay 0 Absent 2 Accepted

Submitted by,



Karen Dutcher, District Clerk  
Corning City School District