

**MINUTES FOR
Regular Meeting of the Board of Education
Corning City School District
165 Charles Street, Painted Post, NY 14870
Wednesday, June 16, 2021 at 6:30 pm
Executive Session at 6:00 p.m.**

Approved

1.0 OPENING

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

1.1 ROLL CALL

| Board Members: | Present | Absent |
|---|----------------|---------------|
| 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> x </u> | <u> </u> |
| Dr. Dale Wexell, President | <u> x </u> | <u> </u> |
| Victoria Zingler, Vice-President | <u> x </u> | <u> </u> |
| Administrators: | | |
| 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> |
| Officers: | | |
| Karen Dutcher, Clerk of the Board | <u> x </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 employment of a particular person or persons.

Aye 9 Nay 0 Absent 0 Accepted

Resume Regular Order of Business

Moved by: Meteer Seconded by: Franklin to resume the regular order of business at 6:30 p.m.

Aye 9 Nay 0 Absent 0 Accepted

Pledge of Allegiance

1.2 Acceptance of the Agenda

Moved by: Meteer Seconded by: Belanger with the addition of Item 1.9 Board Member Comments.

Aye 9 Nay 0 Absent 0 Accepted

1.3 Approval of Minutes

Moved by: Meteer Seconded by: Franklin to approve the minutes of the Regular Board Meeting of May 19, 2021 and the Special Meeting of May 24, 2021.

Aye 9 Nay 0 Absent 0 Accepted

June 16, 2021

**1.4 Board Recognitions- SkillsUSA Competition Winners-presented by, Dr. James Webb
Tesserae Yearbook-presented by Kelley Bacalles
Jeff Delorme, Asst. Superintendent-presented by Dr. Dale Wexell**

1.5 PUBLIC COMMENT – Policy 5300 – Code of Conduct: The Board received no comments from the public relative to the Code of Conduct.

1.6 Report from the President of the Board of Education: None

1.7 Report from the Superintendent of Schools: Ms. Caulfield informed the Board of the great Moody Rating, which assesses the district's ability to repay debt and thanked Paul for all his efforts.

The Board viewed the Teseerae Yearbook video which was written and narrated by Kaitlin Chung and produced by Samantha Ward relative to how the Yearbook title was created and what it means.

1.8 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 May 14, 2021 through June 10, 2021.

Moved by: Meteer Seconded by: Ashton
Aye 9 Nay 0 Absent 0 Accepted

1.9 Board Member Comments: Board Vice President Victoria Zingler shared with the Board that she will be resigning effective June 30, 2021. She has submitted her letter of resignation to the District Clerk.

2.0 REPORTS

2.1 ELA Pilot Report-Dan Davis, Ann Collins & John Whaley-Elementary Principals and Danielle Perry and Karen Cleary, Elementary Teachers provided a PowerPoint presentation that outlined the ELA K-5 Program recommendation. Following discussion and questions from the Board, they agreed to move forward with a resolution approving the Committees recommendation.

Moved by: Meteer/Zingler Seconded by: Franklin to adopt the HMH Into Reading Program for Grades 2-5 for full implementation in the 2021-2022 school year and to continue to research, review and explore ELA programs for Kindergarten and 1st Grade in the 2021-2022 school year.
Aye 9 Nay 0 Absent 0 Accepted

The Board agreed by consensus to a 5 minute recess 7:50 – 7:55 pm

2.2 Facilities Update-Bill Pierce, Asst. Supterintendent for School Operations: Mr. Pierce informed the Board that work at Severn and Erwin Valley Elementary Schools and the Middle School is underway ahead of schedule. All projects are on schedule and within budget.

2.3 Equity Update-Michelle Caulfield, Superintendent of Schools: Ms. Caulfield informed the Board that she will be hosting along with Millicent Ruffin a parent night on June 29th. She will also be working with the Equity Collaborative over the summer as they will be participating in the Administrative and Board Retreats.

2.4 School Reopening Update-Michelle Caulfield, Superintendent of Schools: Ms. Caulfield announced that graduation will take place on Friday evening only following large venue guidelines. The rain date will be Saturday at 10:00 a.m.

June 16, 2021

2.5 Board Committees

2.5.1 Policy Committee

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

| | |
|---|--|
| 2342 Agenda Preparation and Dissemination | 2350 Board Meeting Procedures |
| 2352 Rules of Order | 2415 Submission of Petitions/Requests to Board |
| 2521 School Board Conferences & Workshops | 5420.5 Concussion Management |
| 4821 Religion and the School | 5152.1 Foreign Exchange Students |
| 5210 Student Organizations-Removed | |

The Board discussed policy **5210-Student Organizations** relative to the language around “protected characteristics or arbitrary criteria.” They agreed by consensus to remove this policy from the approval process and return it to the attorney for clarification.

Motion submitted by Ms. Kristina Belanger on behalf of the Policy Committee with the removal of policy 5210-Student Organizations

Aye 9 Nay 0 Absent 0 Accepted

2.5.1.2 The Policy Committee submits the following policy, per enclosed, to be presented for approval with no revisions:

| | |
|--|----------------------------------|
| 6252 Admission to Extracurricular Activities | 6410 Authorized Signatures |
| 6640 Accounting of Fixed Assets | 6660 Independent/External Audits |
| 6670 Petty Cash/Petty Cash Accounts | 6690 Audit Committee |
| 6680 Internal Audit Function | 6830 Expense Reimbursement |

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

Aye 9 Nay 0 Absent 0 Accepted

2.6 Written Reports

2.6.1 May 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 requests of:

- 1 **Dawn Humphrey**, Teaching Assistant, Severn Elementary School effective June 30, 2021 after 30 years of service.
- 2 **Carol Allan**, Teaching Assistant, Carder Elementary School effective June 30, 2021 after 23 years of service.
- 3 **Rebekah Scouten**, Secretary 1, C-PP High School effective June 30, 2022 after 20 years 9 months of service.

The Board offers the following resolution:

WHEREAS, Dawn Humphrey, Carol Allan and Rebekah Scouten, have served the children of the Corning-Painted Post area with distinction for many years, and

WHEREAS, throughout the years they have consistently discharged their duties in an outstanding and highly professional manner, giving unselfishly of their time and efforts,

June 16, 2021

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 requests of **Dawn Humphrey, Carol Allan and Rebekah Scouten** and records in the minutes of this meeting this expression of the Board's deep appreciation of their devoted service, as well as its sensitivity to the loss from the staff of these trusted and valued employees.

BE IT FURTHER RESOLVED, that the Clerk of the Board be and hereby is instructed to transmit to **Dawn Humphrey, Carol Allan, Rebekah Scouten** a copy of this expression of the Board's gratitude.

Moved by: Meteer Seconded by: Lawlor
Aye 9 Nay 0 Absent 0 Accepted

3.2 Personnel Items-Resignations, Leaves, 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, 3.2.8, 3.2.9, 3.2.10, 3.2.11, 3.2.12, 3.2.13, 3.2.14, 3.2.15, 3.2.16, 3.2.17, 3.2.18 and 3.2.19.

Moved by: Meteer/Lawlor Seconded by: Belanger
Aye 9 Nay 0 Absent 0 Accepted

3.3 Approval of Memorandum of Agreement – Summer S.O.A.Ring

Superintendent's Recommendation: that the Board approves the Memorandum of Agreement between the District and the Corning Teachers' Association concerning the Summer S.O.A.Ring elementary summer school for the 2021-22 school year.

Moved by: Lawlor Seconded by: Franklin
Aye 9 Nay 0 Absent 0 Accepted

4.0 BUSINESS ITEMS

4.1 Business Items-Consent Agenda

A. Approval of Monthly Treasurer's Report for April 30, 2021

the Monthly Treasurer's Report is submitted in the prescribed format in accordance with Regulations of the Commissioner of Education, Sec. 170.2 (p.) Included is a cash flow report. A copy of the report to be filed with these minutes.

B. Bid Award

that the Board approves the Award of Bid to the vendor 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.

21-023 Blacktop Sealing Bid

22-011 HVAC Filters Bid

C. Authorization to Appropriate \$21,373 ESSA Title I, School Improvement Funds to Special Aid

that the Board authorizes the increase of the ESSA Title I, School Improvement grant funds for the fiscal year 2020-2021 in the amount of \$21,373. Further that the Board authorize the appropriation of \$21,373 to the Special Aid Fund for a new budget total of \$121,373.

D. Accept and Appropriate \$300 Donation from Special Olympics of New York, Inc.

that the Board accepts a donation of \$300 from Special Olympics of New York, Inc. to fund the Unified Sports Program; further that the Board appropriate \$300 to revenue code A2705 "Gifts and Donations" and \$300 to the General Fund A522 Expenditure Code.

June 16, 2021

E. Accept and Appropriate \$1,000 Donation from Corning Incorporated Foundation

that the Board accepts a donation of \$1,000 from Corning Incorporated Foundation for the purchase of supplies for Calvin U Smith Elementary School; further that the Board appropriate \$1,000 to revenue code A2705 "Gifts and Donations" and \$1,000 to expenditure code A-2110-450-08-01 "CS Regular School Supplies".

F. Resolution to Correct Overdue Tax Rolls and Warrant

that the 2020-2021 overdue warrant be revised according to the schedule submitted by the School Tax Collector and attached hereto.

G. Accept and Appropriate \$2,400 Donation from Corning Incorporated Foundation

that the Board accepts a donation of \$2,400 from Corning Incorporated Foundation; further that the Board appropriate \$2,400 to revenue code A2705 "Gifts and Donations" and \$2,400 to expenditure code A-2110-450-30-01 "Regular School Supplies".

Moved by: Meteer Seconded by: Bacalles
Aye 9 Nay 0 Absent 0 Accepted

4.2 Authorization to Dispose of Surplus Items

Superintendent's Recommendation: that the Board declares surplus 210 library books from the C-PP Middle School Library and authorize the School Business Official to dispose of them.

Moved by: Lawlor Seconded by: Meteer
Aye 9 Nay 0 Absent 0 Accepted

4.3 Acceptance of Internal Auditor's Report and Corrective Action Plan

Superintendent's Recommendation: that the Board accepts the following resolution:

RESOLVED that the Board of Education, of the Corning City School District, accept the Internal Audit of Open/Blanket Purchase Orders for fiscal year 2020-2021 prepared by our internal auditor at Tompkins Seneca Tioga BOCES and the audit corrective action plan. Copy of the audit report and CAP to be filed with these minutes.

Moved by: Zingler Seconded by: Webb
Aye 9 Nay 0 Absent 0 Accepted

4.4 Resolution to Approve the Greater Southern Tier BOCES Contract for the 2021-2022 School Year

Superintendent's Recommendation: that the Board approves the following resolution for the 2021-2022 school year GST BOCES contract:

THIS AGREEMENT made this 1st day of July, 2021 by and between the Board of Cooperative Educational Services for the Sole Supervisory District of Schuyler-Steuben-Chemung-Tioga-Allegany County, party of the first part, and Corning City School District, party of the second part.

WITNESSETH, that whereas party of the first part has been duly authorized to provide the approved services listed on the attached contract for services and has been authorized to enter into agreements with boards of education and school trustees, under the provisions of sections 1950-51 of the Education Law.

June 16, 2021

NOW, THEREFORE, the said party of the first part hereby agrees to provide to the party of the second part the following services listed on the attached contract for services during the school year 2021-2022 at the cost indicated on the attached contract for services.

Moved by: Meteer Seconded by: Belanger
Aye 9 Nay 0 Absent 0 Accepted

4.5 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, 2021 to the District's Retirement Contribution Reserve Fund (ERS), Retirement Contribution Reserve Sub-Fund (TRS), Unemployment Reserve Fund, Workers' Compensation Reserve Fund, Capital Reserve Fund, Tax Certiorari Reserve Fund, and/or Transfer to Capital Fund per Education Law.

Moved by: Lawlor Seconded by: Zingler
Aye 9 Nay 0 Absent 0 Accepted

4.6 Resolution to Appropriate Premiums Received on Bonds to Pay Bond Anticipation Note Principal

Superintendent's Recommendation: that the Board authorizes the transfer of premiums in the amount of \$2,035,000, received on Bonds issued in connection with the \$63,000,000 Bond Authorization approved by the voters on September 23, 2014 to the general fund for the payment of Bond Anticipation Note principal. Further, that the Board appropriate \$2,035,000 to revenue code A5050 "Inter-fund transfer for Debt Service", \$1,935,000 to expenditure code A9731-600-33 "BAN Principal", \$83,610 to expenditure code A9732-600-33-00 "BAN Principal – Bus Purchases", and \$16,390 to expenditure code A9730-600-33-00 "BAN Principal – Vehicles".

Moved by: Belanger Seconded by: Franklin
Aye 9 Nay 0 Absent 0 Accepted

4.7 Approval of Bus Contractors' Summer Transportation Contracts

Superintendent's Recommendation: that the Board approves the 2021 summer transportation contracts in the amounts listed below. Further, that the Board authorizes the President of the Board to sign the contracts.

| | |
|---------------------------------------|----------|
| Birnie Transportation Services, Inc.: | \$25,092 |
| Leland F. Harris, Inc.: | \$14,500 |
| Loren R. Smith: | \$14,360 |

Total for Summer 2021 **\$53,952**

Moved by: Lawlor Seconded by: Ashton
Aye 9 Nay 0 Absent 0 Accepted

4.8 Acceptance of Certificate of Substantial Completion for General Trades, Architect's Project No. 2649-121

Superintendent's Recommendation: that the Board accept the Certificate of Substantial Completion, received from the Architect, for the contract with Zerodraft for general trades work (Architect's Project No. 2649-121) and which certificate establishes a substantial completion date of May 13, 2021. Further, that the Board authorize the President to sign the certificate.

Moved by: Webb Seconded by: Franklin
Aye 9 Nay 0 Absent 0 Accepted

June 16, 2021

5.0 SPECIAL ITEMS

5.1 Approval of NYSSBA Area Director Nomination

Recommendation: to approve the nomination of Christine Schnars as Area 3 Director to the New York State School Boards Association for a two year term, and direct the Clerk of the Board to notify the New York State School Boards Association of the nomination.

Moved by: Webb Seconded by: Ashton
Aye 9 Nay 0 Absent 0 Accepted

BOARD MEMBER COMMENTS: The Board will discuss options to fill the vacant seat at the Board Workshop on July 14th. The decision/appointment should be palced on the August or September agenda.

FUTURE AGENDA ITEMS: None

BOARD MEMBER REQUESTS FOR INFORMATION: Mr. Ashton asked that the Board Technology committee meet prior to the Board Retreat on July 14 to discuss the host technology platform and what will be presented at the Board Retreat.

ADJOURNMENT

Moved by: Franklin Seconded by: Bacalles to adjourn the meeting at 8:15 p.m.
Aye 9 Nay 0 Absent 0 Accepted

Submitted by



Karen Dutcher, District Clerk
Corning City School District