

**MALONE CENTRAL SCHOOL DISTRICT**  
**MALONE, NEW YORK 12953**  
**MINUTES**

**DATE:** February 27, 2018

**KIND OF MEETING:** Regular Meeting

**LOCATION:** Transportation Facility, Huskie Lane, Malone

**MEMBERS PRESENT:** Arlie Collins, Wayne Rogers, Donna Kissane, Philip Hans, Christine Crossman-Dumas, Stephen J. Dupree, Wayne Walbridge

**MEMBERS ABSENT:** Penny Gardner, Edward Lockwood

**MEMBERS TARDY:** None

**OTHERS PRESENT:** Jerry Griffin, Superintendent of Schools, Bryn Fefee, District Clerk, Nathaniel Hathaway (MFT), Shelley Mulverhill (MFT), Brandon Pelkey, EJ Conzola (Media) and government students.

**CALL TO ORDER:** President Collins called the meeting to order at 7:00 p.m.

**PLEDGE TO FLAG** The Pledge of Allegiance was led by President Collins.

**APPT. OF CLERK PRO-TEM:** President Collins appointed Jerry Griffin as Clerk Pro-Tem for the duration of Executive Session.

**EXECUTIVE SESSION:** Upon motion by Philip Hans , seconded by Donna Kissane; the Board entered Executive Session at 7:00 p.m. for the purpose of:

1) discussing personnel matters as they relate to specific individuals and contract matters, etc. (see Open Meetings Law brochure)

AYES: 7                      NAYES: 0, motion carried

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**RETURN TO REGULAR SESSION**

Upon motion by Wayne Rogers, seconded by Philip Hans; the Board returned to regular session at 7:18 p.m.

AYES: 7 NAYES: 0, motion carried

**ADOPTION OF AGENDA:**

Upon motion by Philip Hans, seconded by Wayne Walbridge; the February 27, 2018 agenda was adopted.

AYES: 7 NAYES: 0, motion carried

**APPROVAL OF REGULAR MEETING MINUTES HELD FEBRUARY 13, 2018:**

Upon motion by Philip Hans, seconded by Wayne Rogers; the minutes of the Regular Meeting held February 13, 2018 were approved. (See supplemental file for copy).

AYES: 6 ABSTAIN: 1, Wayne Walbridge  
NAYES: 0, motion carried

**ADOPTION OF THE 2018-2019 SCHOOL CALENDAR:**

Upon motion by Wayne Rogers, seconded by Christine Crossman-Dumas; the Board approved the 2018-2019 school calendar.

AYES: 7 NAYES: 0, motion carried

**DONATION:**

Upon motion by Christine Crossman-Dumas, seconded by Donna Kissane; the following donation was accepted "with thanks and gratitude".

1. \$7,681 through an Anonymous Donor to support Music & Arts programs.

AYES: 7 NAYES: 0, motion carried

**BOARD REPORTS:**

Mr. Rogers noted that the Resolutions Survey was supposed to be sent out on February 23. Due to a schedule conflict, the survey will now be sent out on March 12. The participation in this survey gives a voice in establishing NYSSBA's position on items critical to the Board. The survey will close on March 23.

Ms. Kissane thanked Mr. Griffin for sending out the e-learning active shooter training from the Alice (Alert Lockdown Inform Counter Evacuate) Training Institute. She asked how the training will be implemented in the district.

Mr. Griffin stated that we are moving forward with the active shooter training. The training was in the planning stages before the Florida tragedy. Over the summer, there will be a 2-day training with law enforcement agencies and staff members.

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Those personnel will become turnkey trainers for future trainings. All staff will be required to take an hour long e-learning course this spring. Upon completion of the training, a certificate will be issued and there will be an opportunity to complete additional training modules. Newly hired staff will also be required to complete the training.

Ms. Kissane noted that the hour long training is worth the time and was very informative.

A member of the audience suggested that all classroom doors be locked at all times. Mr. Griffin noted that walkthroughs will be conducted to see what can be done to make classrooms and offices safer.

Mr. Griffin noted that in the past, it was suggested that students should huddle in a corner and now studies are showing that it may be better to spread out. A member of the audience asked for clarification regarding this because he stated that in the past few lockdown drills, the students were huddled in the corner. Mr. Griffin noted that new recommendations suggest students should be scattered throughout the room to the extent possible.

Ms. Kissane noted that she has spent some time reviewing the policy and procedures of field trips. She stated she felt that field trips are planned ahead of time without policies and procedures in place. She suggested a four step process which includes:

- 1) Preliminary steps: requests and approval to Malone Central's Administration and once approved, the Board receives an overview of the request and offer an approval for planning committee to move the trip to the next step. Information requested would include: associated club sponsoring the trip, school leadership team planning the trip, establish student: chaperone ratio, maximum number of students the trip can accommodate, maximum number of chaperones and projected costs.
- 2) Planning stage: The Trip Planning Committee (TPC) will meet with students and parents and work out the details of the trip.
- 3) Chaperones: Once the deadline is met for students to sign up for trip, TPC will identify chaperones who will be attending. All non-associated school personnel must complete a background check and provide evidence of such to the Superintendent. If this is not completed,

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then they will not be approved to chaperone even if they are a parent of a student going on the trip.

- 4) Finalizing the trip: Prior to the trip, a presentation to the Board will be made presenting the details of the trip, final chaperone list, number of children on wait list and final cost.

Mr. Griffin noted that there isn't a policy stating that the Board has to approve overnight field trips. The trips have always been brought to the Board per past practice but Board approval isn't required.

Mr. Collins stated he would like the Policy Committee to meet to look at the procedures of field trips. On another note, Mr. Collins called on elected officials to put partisan politics aside and place the safety of students and teacher first.

Ms. Crossman-Dumas shared an advocacy letter given to her by BOCES to send to our legislators. The letter states that the following positions are essential to our students and maintaining strong public schools:

- 1) Phase in and Update Foundation Aid
- 2) Protect Full Payment of Expense Based Aids
- 3) Adjust the Tax Cap
- 4) Expand Available Reserves

Upon motion by Wayne Rogers, seconded by Philip Hans; the Board agreed to send Legislators a letter of support and leadership in the New York State budget development process signed by Arlington Collins, Board President on behalf of the Board.

**CONSENT AGENDA –  
(PERSONNEL)**

Upon motion by Philip Hans, seconded by Wayne Walbridge; the Board approved the 'Consent Agenda' PERSONNEL items as follows:

- A) Chemistry Teacher Appointment
- B) Tenure Appointment
- C) Additional Substitutes
- D) Support Staff Changes
- E) CSE/CPSE Recommendations

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**CHEMISTRY TEACHER  
APPOINTMENT:**

Trent Hanley  
Type of Appointment: Probationary  
Effective: 9/1/18 - 8/31/22  
Area(s) of Certification: Chemistry 7-12  
Tenure Area: Science  
Salary: Entry Level C + 40 Hours

**TENURE APPOINTMENT:**

Annmarie Trombley, Mathematics Teacher, effective 3/2/18

**ADDITIONAL  
SUBSTITUTES:**

Toryn Avery (Home Tutor)  
Juanita Brooks (Substitute Clerical)

**RESIGNATION:**

Daniel Boyea, Custodian at Davis Elementary, effective  
2/16/18

**PERMANENT  
APPOINTMENT:**

Herman Ortiz, Custodian at Davis Elementary, effective  
3/12/18

**CSE/CPSE  
RECOMMENDATIONS:**

The CSE/CPSE recommendations were approved as  
presented. (See supplemental file).

AYES: 7 NAYES: 0, motion carried

**ADJOURNMENT:**

Upon motion by Philip Hans, seconded by Stephen Dupree;  
the meeting adjourned at 7:50 p.m.

AYES: 7 NAYES: 0, motion carried

BMF:

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Clerk Pro-Tem for  
Executive Session

Bryn M. Fefee  
District Clerk  
Board of Education