

MALONE CENTRAL SCHOOL DISTRICT
MALONE, NEW YORK 12953
MINUTES

DATE: March 13, 2018

KIND OF MEETING: Regular Meeting

LOCATION: Transportation Facility, Huskie Lane, Malone

MEMBERS PRESENT: Arlie Collins, Wayne Rogers, Donna Kissane, Christine Crossman-Dumas, Stephen J. Dupree, Wayne Walbridge, Penny Gardner, Edward Lockwood

MEMBERS ABSENT: Philip Hans

MEMBERS TARDY: None

OTHERS PRESENT: Jerry Griffin, Superintendent of Schools, Bryn Fefee, District Clerk, Cynthia Reyome, Business Manager, Nathaniel Hathaway (MFT), Chad Lawrence, Director of Facilities, Donna Savage, School Resource Officer, Brandon Pelkey, Wade Bush, MFT members 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 Wayne Rogers, 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: 8 NAYES: 0, motion carried

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RETURN TO REGULAR SESSION

Upon motion by Wayne Rogers, seconded by Stephen Dupree; the Board returned to regular session at 7:14 p.m.

AYES: 8 NAYES: 0, motion carried

ADOPTION OF AGENDA:

Upon motion by Donna Kissane, seconded by Penny Gardner; the March 13, 2018 agenda was adopted.

AYES: 8 NAYES: 0, motion carried

APPROVAL OF REGULAR MEETING MINUTES HELD FEBRUARY 27, 2018:

Upon motion by Wayne Walbridge, seconded by Christine Crossman-Dumas; the minutes of the Regular Meeting held February 27, 2018 were approved. (See supplemental file for copy).

AYES: 7 ABSTAIN: 1, Penny Gardner
NAYES: 0, motion carried

ACCEPTANCE OF FINANCIAL REPORTS FOR THE PERIOD ENDING JANUARY 31, 2018:

Upon motion by Christine Crossman-Dumas, seconded by Edward Lockwood; the financial reports for the period ending January 31, 2018 were accepted as presented. (See supplemental file for copy).

AYES: 8 NAYES: 0, motion carried

Ms. Kissane asked questions regarding several items on the Financial Report that show a negative balance in the line item. Upon review, Ms. Reyome indicated that she will provide an updated version at the next meeting with further detail and some updates. Mr. Griffin indicated that budget transfers either from the same department or a different one will handle the deficit.

ACCEPTANCE OF TREASURER'S REPORTS FOR THE PERIOD ENDING JANUARY 31, 2018:

Upon motion by Christine Crossman-Dumas, seconded by Wayne Walbridge, treasurer's reports for the period ending January 31, 2018 were accepted as presented. (See supplemental file for copy)

AYES: 8 NAYES: 0, motion carried

APPROVAL OF 2018 HUSKIES SWIMMING CLUB:

Upon motion by Christine Crossman-Dumas, seconded by Edward Lockwood; the Board approved the 2018 Huskies Swimming Club.

AYES: 8 NAYES: 0, motion carried

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**APPROVAL OF 2018
HUSKIES SWIMMING
CLUB:**

Mr. Griffin noted that the Huskies Swimming Club is good start for students interested in swimming in our athletic program in the future. The program is very popular and registrations are filled quickly. Ms. Kissane asked if scholarships are offered to students and Mr. Griffin said if a family needs assistance, there is help available.

**BID AWARD-FLANDERS
ELEMENTARY MAIN
OFFICE RELOCATION:**

Upon motion by Donna Kissane, seconded by Christine Crossman-Dumas; the Flanders Elementary Main Office relocation bid was awarded to Dow Electric in the amount of \$112,834. (See supplemental file for copy).

AYES: 8 NAYES: 0, motion carried

Mr. Griffin thanked Mr. Lawrence and Ms. Reyome for their hard work on the relocation project. Mr. Lawrence stated the office will be moved to the front of the building. There will be a secured vestibule (similar to other front entrances in the district) where the building secretary will greet parents. The project will begin March 19, 2018 and end by June 22, 2018.

Ms. Kissane asked where the \$12,384 will be paid from. Mr. Griffin said the money would be coming from Mr. Lawrence's contractual budget line. The remaining \$100,000 is a transfer from General Fund to the Capital Fund included in the 17-18 budget.

**SCHOOL RESOURCE
OFFICER AND FRANKLIN
ACADEMY
ADMINISTRATOR'S
REPORT:**

Board President Collins read a prepared statement about the recent tragedy at Marjory Stoneman Douglas High School in Parkland, Florida. Mr. Collins stated the following: "This tragedy is unimaginable and very unsettling. Shooting and tragedies have occurred at outdoor concerts, nightclubs, shopping malls, veterans' homes, and churches as well as schools. I do not know what the answer or the solution is to stopping these horrific events. Please know that the Malone Central School Board of Education is committed to making our schools the safest place it can be for our students, faculty and staff. We will do everything we can to work closely with local law enforcement and the powers to be to ensure that everyone is properly trained and brought up to date with current practices in regards to safety. Hopefully, very soon, measures will be put in place at the state and national level that will end these horrific tragedies. This cannot go on."

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SCHOOL RESOURCE OFFICER AND FRANKLIN ACADEMY ADMINISTRATOR'S REPORT:

Officer Donna Savage (School Resource Officer), who is an employee of the village, spoke about her role in the school system. She stated she is primarily based at the high school but is available to the other schools when needed. She has visited the Pre-K and Kindergarten classrooms to read to them and help them become more familiar with law enforcement. She noted that students and staff visit her office frequently as a place to sit down and speak freely. She also monitors the hallways and front entrance to see who is coming in and out of the building.

Mr. Walbridge asked if safety audits are being done in each building. Safety audits are being completed in each building.

Ms. Savage stated that after being out of school for 40 years and returning in this capacity that it was shocking to see how the education system has changed. She noted that staff deal with disrespect and swearing from students. She questioned "how do you get past that and prepare the students to be productive adults in the community?"

Mr. Griffin noted that Ms. Savage has helped implement a new parking system at Franklin Academy which has improved traffic flow. Mr. Pelkey stated that Mr. Lawrence and his department have done a great job plowing and keeping the lots clear which has also helped with traffic flow.

Mr. Walbridge asked if an exterior door is open, is there a triggering mechanism that alerts someone where the door is ajar.

Mr. Lawrence stated the doors do not have alarms but the next phase of Safe Schools Bond will include alarms.

Ms. Kissane asked if there is a disciplinary incident, what is the protocol and once the incident has been addressed, is there a root cause 'analysis' completed following an incident to determine if anything could have been done differently that would have minimized the incident? For example, was there any indicators that were missed that if addressed in advance, the outcome would have been more positive? Mr. Pelkey stated that the secretaries will look on video surveillance, contact the School Resource Officer, and then contact the Police Department if needed. The IT (Instructional Technology) department will burn a CD of the incident for police if needed. Ms. Kissane asked if someone circles back after the incident. Mr. Pelkey said he works with officers to what the cause, effect and outcome was. Mr. Griffin said depending on the situation, he should be one of top 3 people to be notified of a major incident. Mr. Griffin said he trusts the Administrators to make disciplinary decisions and to contact him when necessary. Ms. Kissane asked if Ms. Kilcullen is called if Mr. Pelkey or Mr. Bush is unavailable. Mr. Bush stated that Ms. Kilcullen was contacted last week to cover as both Administrators were at a conference. Mr. Bush also noted that

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SCHOOL RESOURCE OFFICER AND FRANKLIN ACADEMY ADMINISTRATOR'S REPORT:

hallways are being monitored before and after school. He understands that Franklin Academy is the center of the community and safety is the number one priority. Ms. Kissane asked what the top 3 priorities are that they recommend implementing. Ms. Savage said monitoring the high school at night is one of them. Mr. Pelkey said the school could really use more cameras. Mr. Walbridge stated that in a district he previously worked in, there was only 1 key which was kept by the department coordinator and any staff member wishing to get in to the building, would have to contact the coordinator. Mr. Griffin said all external door keys are no longer accessible. Access to the building is obtained through a swipe card and there are cameras at every main door of the buildings. Mr. Lawrence noted that cameras will be installed at every exterior door in all buildings when the upgrade is complete.

Ms. Savage stated that another safety priority is making sure the staff feels safe. Ms. Kissane asked if the corridor doors are locked in the building. Mr. Griffin said the doors in the hallway by the gymnasiums' vending machine are locked by Ms. Kilcullen during games. Mr. Griffin said a staff member would be monitoring the hallways at Franklin Academy after school hours.

Mr. Rogers said you can tighten security on the doors, but behavior modifies that way things happen. He is in no way trying to offend single parents but stated 50% of families come from single parent homes. He said support comes from within the home. The social-emotional well-being of our children is important. In order to earn respect, you must give respect. Ms. Kissane stated she felt that depending on who you are, disciplinary measures are not being handled equally. She said every kid needs an even playing field when disciplined. Mr. Griffin said that school cannot solve all community problems. Students are in school 180 days for 6 hours a day but they are home 185 days for 18 hours a day. Mr. Rogers noted that the social-emotional well-being of a child starts at birth and more support is needed before they reach school age.

Ms. Gardner asked about having a single point of entry at the high school. Mr. Pelkey said there are multiple points of entry but are being monitored by staff and Ms. Savage. Mr. Griffin said there will be 2 points of entry at Flanders due to the structure of the building. Bus students will still enter and exit from the back of the building and parent pick-up and drop-offs will be in the front of the building. Mr. Griffin also stated that safety plans are updated every year by the District-Wide Safety Committee. The committee should have a renewed focus and each committee will have the task of reviewing safety measures.

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**SCHOOL RESOURCE
OFFICER AND FRANKLIN
ACADEMY
ADMINISTRATOR'S
REPORT:**

Mr. Bush stated that Officer Savage is a great liaison and students look for her and to her for support.

Ms. Gardner asked when staff visits Ms. Savage, are they visiting her because they don't feel safe or are they going to her as an outlet. Ms. Savage stated that staff are contacting her for a multitude of reasons and not just because they do not feel safe.

Ms. Savage stated that Mr. Shea (Senior Custodian-In-Charge) is a brilliant man and should be utilized more for safety support. Mr. Shea designed a door safety mechanism and was asked by Ms. Kissane if he could demonstrate it at the next meeting.

Mr. Walbridge thanked Ms. Savage for her work which was echoed by the rest of the Board.

BOARD REPORTS:

Mr. Rogers stated that the Board should have received an email from the School Boards Association regarding State Aid. He urged members to contact Senator Betty Little about the aid. He reminded the Board to complete the resolution survey and return via email.

Tickets for the upcoming play "The Music Man" were distributed to the Board. Mr. Griffin thanked the cast and crew for their hard work.

BUDGET DISCUSSION:

An updated budget review was distributed. There is still a 0% tax levy as of now. Mr. Griffin noted that the BOCES bill was just received and the budget numbers may change. Ms. Reyome stated the fuel costs are higher, commercial insurance increased and some staffing changes are not in the budget at this time. More detailed information on the budget will be discussed at the next meeting.

**CONSENT AGENDA –
(PERSONNEL)**

Upon motion by Donna Kissane, seconded by Edward Lockwood; the Board approved the 'Consent Agenda' PERSONNEL items as follows:

- A) Resignation for the Purpose of Retirement
- B) Coaching Appointments
- C) Extra-Curricular Appointment
- D) Support Staff Changes
- E) CSE/CPSE Recommendations

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RESIGNATION FOR THE PURPOSE OF RETIREMENT:

Constance Halley, Reading Teacher at Davis Elementary, 25 years of service, effective July 1, 2018.
Mr. Griffin stated that Ms. Halley's retirement is a huge loss in the district. She is a great asset and will be missed.

COACHING APPOINTMENTS:

Mike Andrews, Baseball (Volunteer)
Amanda Gadway, Track (Volunteer)
Brad Garrow, Softball (Volunteer)
Austin Lamay, Baseball (Volunteer)
Chad Lawrence, Track (Volunteer)
William Trombley, Track (Volunteer)

EXTRA-CURRICULAR APPOINTMENT:

Angela Spahr, Senior Class Advisor (shared position). This appointment is retroactive from February 28, 2018.

RETIREMENT:

Helen Shonyo, Part-time Clerk at St. Joseph's and Flanders Elementary, 17 years of service, effective June 30, 2018.

RESIGNATION:

Emily Vanier, Teacher Aide at Davis Elementary, effective March 22, 2018.

CSE/CPSE RECOMMENDATIONS:

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

AYES: 8 NAYES: 0, motion carried

ADJOURNMENT:

Upon motion by Edward Lockwood, seconded by Wayne Walbridge; the meeting adjourned at 8:27 p.m.

AYES: 8 NAYES: 0, motion carried

Mr. Collins wished Ms. Halley and Ms. Shonyo a long, happy, healthy retirement and thanked them for their service.

BMF:

Clerk Pro-Tem for
Executive Session

Bryn M. Fefee
District Clerk
Board of Education