

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

**DATE:** July 25, 2017

**KIND OF MEETING:** Regular Meeting

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

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

**MEMBERS ABSENT:** Edward Lockwood

**MEMBERS TARDY:** None

**OTHERS PRESENT:** Jerry Griffin, Superintendent of Schools, Bryn Fefee, District Clerk, Brandon Pelkey, Erin O'Grady-Parent, Troy Reynolds, Kat Haney, Joshua Davis (Media) and Brianne Iby (MFT)

**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.

**OATH OF OFFICE:** The Oath of Office was read by re-elected Board Member Rogers.

**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 Donna Kissane, seconded by Philip Hans; the Board entered Executive Session at 7:02 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 Philip Hans; the Board returned to regular session at 7:14 p.m.

AYES: 8 NAYES: 0, motion carried

**ADOPTION OF AGENDA:**

Upon motion by Wayne Rogers, seconded by Donna Kissane; the July 25, 2017 agenda was adopted.

AYES: 8 NAYES: 0, motion carried

**APPROVAL OF REGULAR MEETING MINUTES HELD JULY 10, 2017:**

Upon motion by Donna Kissane, seconded by Christine Crossman-Dumas; the minutes of the Regular Meeting held July 10, 2017 were approved. (See supplemental file for copy).

AYES: 8 NAYES: 0, motion carried

**APPROVAL OF RE-ORGANIZATIONAL MEETING MINUTES HELD JULY 10, 2017**

Upon motion by Wayne Rogers, seconded by Philip Hans; the minutes of the Re-Organizational meeting held July 10, 2017 were approved. (See supplemental file for copy).

AYES: 8 NAYES: 0, motion carried

**2017-2018 TAX LEVY & RATES:**

Upon motion by Wayne Rogers, seconded by Wayne Walbridge; the following school tax levy and rates were set for the 2017-2018 school year:

TOWN	2017-2018	2016-2017	% CHANGE
BANGOR	17.758335	16.714815	6.24%
BELLMONT	16.563063	16.071938	3.06%
BRANDON	19.574529	19.135450	2.29%
BURKE	17.226256	16.715476	3.06%
CONSTABLE	156.631871	151.987726	3.06%
DUANE	19.139539	18.994108	0.77%
FRANKLIN	17.225585	16.714815	3.06%
MALONE	20.029979	19.898817	0.66%
WESTVILLE	17.225585	16.714815	3.06%

AYES: 8 NAYES: 0, motion carried

**APPROVAL OF 2017-2018 TAX WARRANT:**

Upon motion by Wayne Walbridge, seconded by Wayne Rogers; the following was approved:

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**APPROVAL OF 2017-2018 TAX WARRANT (CONT'D)**

RESOLVED, the Board of Education authorize the 2017-2018 School Tax Warrant and direct said warrant be attached to the 2017-2018 tax list and turned over to the appointed Tax Collector. Tax warrant to commence on July 25, 2017 and to end on November 3, 2017 running 102 days. The Tax Collector is ordered to make a full accounting of unpaid taxes to the Board at the end of the warrant period.

Penalty amounts for uncollected taxes shall be 3% for the period of October 1, 2017 through October 31, 2017 and 4% for the period November 1, 2017 through November 3, 2017.

AYES: 8 NAYES: 0, motion carried

**APPROVAL OF SHARED DECISION MAKING PLAN:**

Upon motion by Penny Gardner, seconded by Donna Kissane; the Board approved the Shared Decision Making Plan. (See supplemental file for copy).

AYES: 8 NAYES: 0, motion carried

**APPROVAL OF DISTRICT COMPREHENSIVE IMPROVEMENT PLAN (DCIP):**

Upon motion by Christine Crossman-Dumas, seconded by Donna Kissane; the Board approved the District Comprehensive Improvement Plan for the 2017-2018 school year. (See supplemental file for copy).

AYES: 8 NAYES: 0, motion carried

**APPROVAL OF MALONE MIDDLE SCHOOL COMPREHENSIVE EDUCATION PLAN (SCEP):**

Upon motion by Christine Crossman-Dumas, seconded by Donna Kissane; the Board approved the Malone Middle School Comprehensive Education Plan (SCEP) for the 2017-2018 school year.

AYES: 8 NAYES: 0, motion carried

**APPROVAL OF DAVIS ELEMENTARY COMPREHENSIVE EDUCATION PLAN (SCEP):**

Upon motion by Christine Crossman-Dumas, seconded by Philip Hans; the Board approved the Davis Elementary Comprehensive Education Plan (SCEP) for the 2017-2018 school year.

AYES: 8 NAYES: 0, motion carried

**APPROVAL OF SCHOOL AND MILK POLICY STATEMENT:**

Upon motion by Donna Kissane, seconded by Wayne Walbridge; the Board approved the School and Milk Policy Statement for the 2017-2018 school year. (See supplemental file for copy).

AYES: 8 NAYES: 0, motion carried

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**RESOLUTION  
AUTHORIZING LEASE  
FINANCING OF THE  
DISTRICT'S BUS  
ACQUISITION WITH  
MUNICIPAL LEASING  
CONSULTANTS (MLC)**

Upon motion by Christine Crossman-Dumas, seconded by Wayne Walbridge; the Board approved the Resolution authorizing lease financing of the district's bus acquisition with Municipal Leasing Consultants (MLC). (See supplemental file for copy).

AYES: 8                      NAYES: 0, motion carried

**BOARD REPORTS:**

Board Member Rogers encouraged members of the Board to contact the congresswoman regarding the importance of Medicaid funding in our schools.

Board Member Kissane attended the Area 6 dinner and found it to be informative and interesting. She said it was a nice opportunity to network with colleagues and Superintendents.

Board Member Walbridge shared research regarding the poverty initiative. "Students of poverty lose up to 3 months of learning in the summer and over ½ of their achievement is lost. Mr. Walbridge discussed the idea of offering summer school for economically disadvantaged students. Currently, summer school at the Elementary level is offered to students with disabilities. Mr. Griffin noted a high number of absenteeism was a factor in the deletion of the summer school program. Mr. Rogers noted that making a case early in the budget session would be beneficial to bring the summer school program back.

President Collins said while he understood that the maintenance staff has been very busy readying for the next school year, the softball field needs to have weeding completed. He asked if there could be a person maintaining the new fields as a lot of money went into the Capital Project. Mr. Griffin stated he spoke with Mr. Lawrence earlier in the day to discuss grounds keeping. The department is currently awaiting a new drag which would destroy the weeds.

**WELLNESS POLICY  
REVIEW:**

Kat Haney from the Heart Healthy Network and Troy Reynolds, Food Services Director for Aramark discussed the Wellness Policy. The Wellness Policy promotes and protects children's health, well-being, and ability to learn by supporting healthy eating and physical activity. Ms. Haney spoke about USDA guidelines for nutrition promotion. Mr. Reynolds talked about following the guidelines for creating meals and changing the menu at times when he notices a lunch isn't as popular as expected. Board Member Hans asked if Mr. Reynolds knows how much food is being thrown out by the children. Mr. Reynolds said he visits every school once a week to look at what the children are not eating so he can adjust the menu to fit their needs. Mr. Hans thanked

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**WELLNESS POLICY REVIEW:**

him for his time and complimented him on his menu planning. Mr. Hans was pleased with his adjustments to fit the needs of the students. Mr. Griffin also thanked Ms. Haney and Mr. Reynolds for the time and support they've invested in the district.

**ADOPTION OF WELLNESS POLICY:**

Upon motion by Donna Kissane, seconded by Wayne Walbridge, the Wellness Policy was adopted as presented. (See supplemental file for copy).

AYES: 8 NAYES: 0, motion carried

**DISCUSSION ON PROPOSED DIRECTOR OF INSTRUCTION POSITION:**

The Board discussed the proposed Director of Instruction position. Mr. Griffin said there are district duties that need to be completed but it is a difficult task to move forward and coordinate instructional needs when time is being spent completing daily responsibilities. A Director of Instruction would offer guidance, support and planning to instructional staff as well as administrators. The creation of the position would also allow Mr. Griffin flexibility to be more present in the buildings.

Board Member Crossman-Dumas said the creation of the Director of Instruction position would be a support and a resource to the teachers. Board Member Gardner stated the job description was ambitious and Mr. Rogers said a monitoring and adjustment period of the job description would be beneficial.

Ms. Kissane said the position should focus on a team approach in all areas including discipline. She stated conduct in schools impacts other areas. She stated what is considered acceptable behavior of a student filters to the success of the student. If a behavior is tolerated, it impacts other students learning. Ms. Crossman-Dumas said discipline should be accounted for by the Assistant Principal and Principal and that the creation of a Director of Instruction shouldn't be another Principal position but yet a support to the Administrators. Mr. Griffin said the Principals feeling supported by the Director of Instruction would help them address some of the issues and allow them more time for instructional support.

**CONSENT AGENDA-(PERSONNEL):**

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

- A) Biology Teacher Appointment
- B) Special Education Teacher Appointments
- C) School Counselor Appointments
- D) Resignations
- E) Coaching Appointment
- F) CSE/CPSE Recommendations

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**BIOLOGY TEACHER  
APPOINTMENT:**

**Michelle Lawrence**

Type of Appointment: Probationary

Effective: 9/1/17 - 8/31/21

Area(s) of Certification: General Science 7-12, Chemistry 7-12,  
Biology 7-12 (Pending - transcripts submitted for review)

Tenure Area: Science

**SPECIAL EDUCATION  
TEACHER  
APPOINTMENTS:**

**Nikki Hanley**

Type of Appointment: 1 year Temporary Appointment-Special  
Education

Placement: 7th Grade 12:1+1

Effective: 9/1/17 - 6/22/18

Area(s) of Certification: \*Special Education 7-12 (Pending)

**Heather Phippen**

Type of Appointment: 1 year Temporary Appointment-Special  
Education

Placement: 6th Grade 12:1+1

Effective: 9/1/17 - 6/22/18

Area(s) of Certification: \*Special Education 1-6 (Pending)

**SCHOOL COUNSELOR  
APPOINTMENTS:**

**Katelyn Vensel**

Type of Appointment: Probationary

Placement: Franklin Academy

Effective: 9/1/17 - 08/31/21

Area(s) of Certification: School Psychologist

Tenure Area: School Counselor

**Aileen Noble**

Type of Appointment: Probationary

Placement: Davis Elementary

Effective: 9/1/17 - 8/31/21

Area(s) of Certification: School Psychologist

Tenure Area: School Counselor

**RESIGNATIONS:**

Aubrin Breyette, Special Education Teacher, effective 7/10/17

Alexandra Clark, Biology Teacher, effective 6/23/17

Ricki Mulvihill, School Counselor, effective 7/17/17

Kellie Porter, School Counselor, effective 7/13/17

Cynthia Reyome, District Treasurer, effective 7/21/17

**FALL COACHING  
APPOINTMENT:**

Amanda Gadway, Modified Volleyball Coach, Step I (2).

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**CSE/CPSE  
RECOMMENDATIONS:**

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

AYES: 8 NAYES: 0, motion carried

**RETURN TO  
EXECUTIVE SESSION:**

Upon motion by Christine Crossman-Dumas, seconded by Philip Hans; the Board returned to Executive Session at 8:40 p.m. for the purpose of:

- 1) discussing litigation matters (see Open Meetings Law brochure)

AYES: 8 NAYES: 0, motion carried

**RETURN TO REGULAR  
SESSION:**

Upon motion by Wayne Rogers, seconded by Philip Hans; the Board returned to Regular Session at 9:16 p.m.

AYES: 8 NAYES: 0, motion carried

**AMENDMENT TO  
AGENDA:**

Upon motion by Philip Hans, seconded by Donna Kissane, the agenda was amended to include 4I. Retention of Capital Market Advisors.

AYES: 8 NAYES: 0, motion carried

**RESOLUTION:**

Upon motion by Philip Hans, seconded by Wayne Rogers, the Resolution to retain Capital Markets, Advisors, LLC, for the purpose of providing certain financial consulting service was approved. (See supplemental file for copy).

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education of the Malone Central School District hereby approves the retention of Capital Markets, Advisors, LLC, for the purpose of providing certain financial consulting services pursuant to a written Consulting Services Agreement ("Agreement") in an amount not to exceed \$2,250, and hereby authorizes the Board President to execute said Agreement.

AYES: 8 NAYES: 0, motion carried

**ADJOURNMENT:**

Upon motion by Wayne Rogers, seconded by Philip Hans; the meeting adjourned at 9:20 p.m.

AYES: 8 NAYES: 0, motion carried

BMF:

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Clerk Pro-Tem for  
Executive Session

Bryn M. Fefee  
District Clerk  
Board of Education