

**UNION SPRINGS SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING**

**AGENDA**

**July 24, 2017  
A.J. Smith Elementary School**

*Board Member, Mary Seitz will be available by telephone videoconferencing from her home at 1262 Powers Rd, Cayuga, NY.*

**Pledge of Allegiance**

**Acceptance of the Agenda and Minutes**

The agenda for the July 24, 2017 Meeting .....	1.1
The minutes of the July 11, 2017 Reorganizational & Regular Meeting .....	1.2

**Verbal Communication**

It is the practice of this Board to encourage the community to use this portion of the meeting to share information and concerns with board members. Individuals wishing to address the Board are asked to **sign up in advance** before the meeting or at the beginning of the meeting, giving their name and address to the Board Clerk. Names will be placed on a speakers list and speakers will be called in the order signed up. Speakers are asked to keep their remarks to 5 minutes. Questions raised in “verbal communications” may be referred to the Superintendent to prepare a response by the next morning. The questions will be requested in writing to ensure clarity. At the discretion of the Board President, inaccurate information may be given a response.

**Comments from Visitors**

**Superintendent’s Report:**

**Presentations & Reports to the Board:**

- ~~Cayuga County Sheriff’s Department Investigator, Brian Schenck~~ **CANCELLED**
- *Capital Project Update – King & King*
- *Math Minute – Chuck Walker*

**Convene Regular Meeting**

**School Board ACTION – NEW BUSINESS**

MOTION, to adopt all District, Instruction and Business Resolutions as presented:

Instruction

CSE Recommendations .....	2.1
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Approve 2017-2018 APPR Implementation Certification.....	2.2
Approve 2017-2018 District Code of Conduct.....	2.3
Approve 2017-2018 Elementary, Middle School & High School Handbooks.....	2.4
Approve 2017-2018 Athletic Code of Conduct.....	2.5

Business

Accept May & June 2017 Treasurer’s Reports.....	3.1
Acceptance of Donation - \$100,000.....	3.2

MOTION to adopt all Personnel resolutions as presented:

Personnel

Appoint College & Career Counselor – H. Cognetti.....	4.1
Appoint Substitute School Counselor – H. Cognetti.....	4.2
Appoint Substitute Cleaner – R. Dixon.....	4.3
Approve FMLA-M. Phillips.....	4.4
Rescind Appointment of Long-Term Substitute Music Teacher – C. Dinella.....	4.5
Appoint Middle School Reading Teacher – L. Stupp.....	4.6
Appoint Long-Term Certified Substitute Music Teacher – J. Diana (.4fte).....	4.7
Accept Resignation – MS Science Teacher – K. Strods.....	4.8
Appoint Certified Teacher Assistant – K. Strods.....	4.9

**Adjournment**



UNION SPRINGS SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING

MINUTES, of a Regular Meeting of the Union Springs School District Board of Education held on July 24, 2017, at 7:00 p.m. at A.J. Smith Elementary School.

Members Present: Jeffrey Culver, Ann Marie Daum, Robin McKay, Carol Quill, Randy Morehouse (*late arrival: 7:02pm*) and Tom Weaver

Members Absent: Barry Schwarting, Daniel Testa (*Board Member, Mary Seitz was available by telephone videoconferencing from her home at 1262 Powers Rd, Cayuga, NY*)

Others Present: Mary and Joe Delaney, Jim King and Sarah Welch from King & King, Jessica Luisi

**Pledge of Allegiance**

Board Vice President Ann Marie Daum called the meeting to order at 7:00 p.m.

**Acceptance of the Minutes & Agenda**

**Motion by: Jeffrey Culver      Seconded by: Tom Weaver**

- 1.1 RESOLVED, that the Board of Education accept the agenda of the July 24, 2017 Board meeting. (*Board Member, Carol Quill asked that an executive session be added prior to the personnel block for discussion of the employment history of a particular individual*).
- 1.2 RESOLVED, that the Board of Education accept the minutes of the July 11, 2017 Reorganizational and Regular Board meeting.

**Carried: 5-0**

## Comments from Visitors

### Surplus Item Update - Jessica Luisi, Public Information Specialist

Jessica Luisi, the district's public information specialist, introduced herself to the board members. She is the face behind the surplus items on the district website, among other duties, such as calendar coordination and preparation, newsletters, other publications and website maintenance. She takes the photographs, posts surplus items on the website and establishes the lots once items are declared surplus. She started the surplus items online in November and since that time has completed thirty (30) lots of items to date. The process has been helpful in cleaning out the district and well received by the community. There are plans to have many items available at A.J. Smith Elementary School for the Route 90 Garage Sale. The sale has been published on the website, *Twitter* and posters have been made up that will be placed on Route 90 directing people to A.J. Smith Elementary School. There will be \$5, \$10, \$25+ items set up in different rooms.

### Superintendent's Report: Presentations/Reports to the Board

- ~~*Cayuga County Sheriff's Department Investigator, Brian Schenck*~~ **CANCELLED**
- *Capital Project Update – King & King*
- *Math Minute – Chuck Walker*

### Capital Construction Update - Sarah Welch and Jim King – King & King

Sarah Welch gave the board members hand-outs which outlined the recent revisions to the kitchen design, art and music toilet rooms, playground and nurse's suite renovations, following discussion at the July 11, 2017 board meeting.

Jim King gave an update on the timeline for advertisements for bidding and award dates. He spoke about the *Smart Schools Investment Plan* and a timeline of mid to late November for review by the State.

### Math Minute – Chuck Walker

High School Principal, Chuck Walker gave the board a *math minute* update at the high school level. There are currently 6 students enrolled in pre-calculus local, 28 for CCC Trigonometry/CCC Pre-Calc. Seven (7) of these students are juniors and will be able to take courses through Cayuga Community College next year, specifically calculus and statistics and may receive 13 math credits by the time they graduate. There are six students taking college pre-calculus and calculus this year, which will give them 7 credits in math.

### Convene Regular Meeting

**School Board ACTION – NEW BUSINESS**

**Motion by: Randy Morehouse**

**Seconded by: Tom Weaver**

**Instruction:**

- 2.1 RESOLVED, that the Board of Education approve the following **Committee on Pre-School Special Education** recommendations for the **2017-2018** school year:

#658000347

RESOLVED, that the Board of Education approve the following **Committee on Special Education** recommendations for the **2017-2018** school year:

#610328576

#610347929

- 2.2 RESOLVED, that upon the recommendation of the Superintendent, the Board of Education approve the 2017-2018 APPR Implementation Certification form for submission and authorizes the Superintendent and Board President to sign any documents necessary to effectuate this resolution.
- 2.3 RESOLVED, that upon the recommendation of the Superintendent, the Board of Education approve the 2017-2018 District Code of Conduct. There are no changes from the 2016-2017 school year.
- 2.4 RESOLVED, that the Board of Education approve the Elementary, Middle and High School Handbooks for the 2017-2018 school year.

**Business:**

- 3.1 RESOLVED that the Board of Education accept the Treasurer's Reports for May and June, 2017.
- 3.2 RESOLVED, that the Board of Education graciously accepts the following donation:

**Donor**  
**Daniel McIntosh**

**Item/Purpose**  
**Monetary donation: \$100,000**  
*to purchase new fitness room equipment.*

**Carried: 6-0**

### Call for Executive Session

Vice President Ann Marie Daum called for an executive session for the purposes of the employment history of particular individuals at 7:30 p.m.

**Motion by: Carol Quill                      Seconded by: Tom Weaver**

**Carried: 6-0**

Returned to Regular Session at: 7:59 p.m.

### Personnel:

**Motion by: Tom Weaver                      Seconded by: Jeffrey Culver**

- 4.1 RESOLVED, that the Board of Education appoint **Hannah Cognetti**, 3407 Watervale Road, Manlius, NY 13104, to the position of College and Career Counselor, *pending certification* in the School Counselor area, to a four (4) year probationary period in the tenure area of Guidance Counselor, effective August 30, 2017 and tentatively ending on August 29, 2021 and to be paid at Step 1B+36M (\$55,326) for the 2017-2018 school year. In order to be granted tenure the employee must have received composite or overall annual professional performance review ratings pursuant to Education Law Sections 302-c and/or 3012-d of either effective or highly effective in at least three of the four preceding years and if the employee receives an ineffective composite or overall rating in the final year of the probationary period she shall not be eligible for tenure at that time.
- 4.2 RESOLVED, that the Board of Education appoint **Hannah Cognetti**, 3407 Watervale Road, Manlius, NY 13104, to the position of Substitute School Counselor at a salary of \$95.00 per day, effective July 25, 2017.
- 4.3 RESOLVED, that the Board of Education appoint **Ramona Dixon**, Quill Avenue, Southfield Apartments, Auburn, NY 13021, to the position of Substitute Cleaner at the salary of \$9.70 per hour effective July 25, 2017.
- 4.4 RESOLVED, that the Board of Education approve the request for a leave of absence for **Marie Phillips** for the purpose of medical leave, to include the use of Family Medical Leave in conjunction with the use of sick, vacation and personal time from approximately July 26, 2017 through September 6, 2017, with an expected return to work date of September 7, 2017.
- 4.5 RESOLVED, that the Board of Education accept the rescission of the long-term certified substitute music teacher appointment of **Cristina Dinella**, (approved by the board at its June 19, 2017 Regular Meeting), due to accepting full-time employment outside of the district.

- 4.6 RESOLVED, that the Board of Education appoint **Lindsey Stupp**, to the position of Literacy Teacher, and holds a professional certification in Literacy (Birth-Grade 6), to a four (4) year probationary period in the tenure area of Reading Teacher, effective August 30, 2017 and tentatively ending on August 29, 2021 and to be paid ~~per the USTA contract at Step 1, B+30M, \$54,817~~ for the 2017-2018 school year. In order to be granted tenure the employee must have received composite or overall annual professional performance review ratings pursuant to Education Law Section 3012-d of either effective or highly effective in at least three of the four preceding years and if the employee receives an ineffective composite or overall rating in the final year of the probationary period she shall not be eligible for tenure at that time.
- 4.7 RESOLVED, that the Board of Education appoint **Jennifer Diana** to the position of Long-Term Certified Substitute Music Teacher (.4fte) (Vocal), effective August 30, 2017 through approximately January 3, 2018, to be paid at a per diem rate of \$102.04 per day.
- 4.8 RESOLVED, that the Board of Education accept the resignation of **Kara Strods** from her position as Middle School Science Teacher effective August 30, 2017.
- 4.9 RESOLVED, that the Board of Education appoint, **Kara Strods**, as a Certified Teacher Assistant, who holds certification as Teacher Assistant, Level III, to a four (4) year probationary period in the tenure area of Teacher Assistant, effective August 30, 2017 and tentatively ending on August 29, 2021 and to be paid \$16.36 per hour for the 2017-2018 school year. In order to be granted tenure the employee must have received composite or overall annual professional performance review ratings pursuant to Education Law Section 3012-d of either effective or highly effective in at least three of the four preceding years and if the employee receives an ineffective composite or overall rating in the final year of the probationary period she shall not be eligible for tenure at that time.

**Carried: 6-0**

### **Adjournment**

**Motion by: Tom Weaver                      Seconded by: Carol Quill**

To adjourn the Board meeting at 8:02 p.m.

**Carried: 6-0**

Respectfully Submitted,

Valerie Castiglia  
District Clerk