**FILLMORE CENTRAL SCHOOL DISTRICT**

**PO Box 177, 104 West Main St.**

**Fillmore, NY 14735**

FUTURE MEETINGS

**April 16, 2020 – 6:30 pm Board Meeting**

**May 21, 2020 – 6:30 pm Board Meeting**

**BOARD MEETING AGENDA**

***Thursday, March 26, 2020 @ 6:30 PM***

***Conference Room – C117***

Meeting called to order at \_\_\_\_\_\_\_\_\_\_ with \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ presiding.

**PLEDGE OF ALLEGIANCE**

**BOARD MEMBERS:**

Dr. Marcus Dean, President \_\_\_\_\_ \_\_\_\_\_

Paul Cronk, Vice President \_\_\_\_\_ \_\_\_\_\_

Faith Roeske, Board Member \_\_\_\_\_ \_\_\_\_\_

Sara Hatch, Board Member \_\_\_\_\_ \_\_\_\_\_

Matt Hopkins, Board Member \_\_\_\_\_ \_\_\_\_\_

Susan Abbott, District Clerk \_\_\_\_\_ \_\_\_\_\_

**ADMINISTRATION:**

Michael Dodge, Superintendent \_\_\_\_\_ \_\_\_\_\_

Chelsey Aylor, PreK–12 Principal \_\_\_\_\_ \_\_\_\_\_

Eric Talbot, PreK–12 Assistant Principal \_\_\_\_\_ \_\_\_\_\_

Joseph Butler, Business Manager \_\_\_\_\_ \_\_\_\_\_

Betsy Hardy, Director of Technology \_\_\_\_\_ \_\_\_\_\_

Annie West, Director of Special Education \_\_\_\_\_ \_\_\_\_\_

1. **PRELIMINARY MATTERS/PUBLIC COMMENT**

(Public comments are limited to 5 minutes. Please understand that the Board and Superintendent will not reply at this time. However, we will discuss it and share a response by phone or in writing. If you share a public comment, please sign in and share your name, phone number and address.)

1.1Electronic BOE Meeting

Due to the Novel Coronavirus (COVID-19) Emergency and State and Federal bans on large meetings or gatherings and pursuant to Governor Cuomo’s Executive Order 220.1 issued on March 12, 2020 suspending the Open Meetings Law, the Fillmore School Board Meeting scheduled for March 26, 2020 will be held electronically via Zoom (online meeting host) instead of a meeting open for the public to attend in person. Members of the public may view the meeting via Zoom by clicking on the following link <https://E2CCB-GST.zoom.us/j/106968468>.

Minutes of the Meeting will be transcribed and posted on the Fillmore CSD website at, <https://www.fillmorecsd.org/>.

 Motion by \_\_\_\_\_\_\_\_\_\_ Seconded by \_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_Aye \_\_\_\_\_Nay \_\_\_\_\_Abstain Accepted/Rejected

1. **PROGRAMS/PRESENTATIONS**

**3. DISCUSSION/WORK SESSION:**

3.1 Review Administrators’ Reports:

Mrs. Aylor, PK-12 Principal

Mr. Talbot, PK-12 Assistant Principal

Mrs. Hardy, Director of Technology

Mrs. West, CSE Chair

3.2 Superintendent’s Report: Mr. Dodge

3.3 Work Session

3.4 Board Dialog

**4. BUSINESS/FINANCE:**

4.1 Business Administrator’s Report

4.2 The Board of Education approves the Treasurer’s Report

Motion by \_\_\_\_\_\_\_\_\_\_ Seconded by \_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_Aye \_\_\_\_\_Nay \_\_\_\_\_Abstain Accepted/Rejected

**5. OTHER ITEMS:** Determine the date of the next regular board meeting.

**6. CONSENT VOTE:**

6.1  The Board of Education accepts and approves of:

6.1.1 The Board of Education accepts and approves of the Board Meeting Minutes of February 27, 2020 meeting.

6.1.2  The Board of Education approves the recommendations developed by the CSE/CPSE for special education programs and services from February 28, 2020 to March 26, 2020, the BOE hereby approves said recommendations.

6.1.3 The Board of Education moves to add addendum(s) to this meeting agenda.

Motion by \_\_\_\_\_\_\_\_\_\_ Seconded by \_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_Aye \_\_\_\_\_Nay \_\_\_\_\_Abstain Accepted/Rejected

**7. OLD BUSINESS**

**8. NEW BUSINESS**

8.1 On motion of                             and seconded by                                  , the Board of Education hereby approves the terms of the Memorandum of Agreement between the Fillmore School District and the Fillmore Teachers’ Association which provides for supplemental terms and conditions of employment due to the Covid-19 pandemic and the necessity of maintaining District operations during the time period from March 16, 2020 until midnight on March 31, 2020.  The Board further resolves, given the ongoing impact of the COVID-19 pandemic on our District and school community, that upon notice to the Board President, the Superintendent will have the authority to extend the MOA and make necessary amendments to the MOA in accordance with future Executive Orders from the New York State Governor, State Education Department Regulations, County Health Department Declarations, and Federal and State Law.  In no case, however, may this Memorandum of Agreement extend beyond midnight on June 27, 2020, without subsequent Board approval.

8.2 On motion of                             and seconded by                               , the Board of Education hereby approves the terms of the Memorandum of Agreement between the Fillmore Central School District and the Fillmore CSEA Unit which provides for supplemental terms and conditions of employment due to the Covid-19 pandemic and the necessity of maintaining District operations during the time period from March 18, 2020 until midnight on April 1, 2020.  The Board further resolves, given the ongoing impact of the COVID-19 pandemic on our District and school community, that upon notice to the Board President, the Superintendent will have the authority to extend the MOA and make necessary amendments to the MOA in accordance with future Executive Orders from the New York State Governor, State Education Department Regulations, County Health Department Declarations, and Federal and State Law.  In no case, however, may this Memorandum of Agreement extend beyond midnight on June 27, 2020, without subsequent Board approval.

 8.3 Remote Work for Instructional Staff:

Upon the recommendation of Superintendent and on motion of \_\_\_\_\_\_\_\_\_\_\_\_ and seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_, due to the unique and unprecedented circumstances arising from the COVID-19 pandemic, including the Declaration of States of Emergency and mandatory closing of school buildings, the Board of Education hereby approves that the District’s instructional staff who hold titles subject to the Fillmore Faculty Association Association Collective Bargaining Agreement may deliver services and perform work from a remote location, *that is approved by the Superintendent or his designee*, during their regular work hours. In this regard, such staff will remain “on call” for immediate direction during their work hours, and such staff will provide contact information (including phone number and email address if internet access if available) at which the District can reach them during this time.

 8.4 Remote Work for Support Staff:

Upon the recommendation of Superintendent and on motion of \_\_\_\_\_\_\_\_\_\_\_\_ and seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_, due to the unique and unprecedented circumstances arising from the COVID-19 pandemic, including the Declaration of States of Emergency and mandatory closing of school buildings, the Board of Education hereby approves that the District’s staff who hold titles subject to the CSEA Association Collective Bargaining Agreement may deliver services and perform work from a remote location, *that is approved by the Superintendent or his designee*, during their regular work hours. In this regard, such staff will remain “on call” for immediate direction during their work hours, and such staff will provide contact information (including phone number and email address if internet access if available) at which the District can reach them during this time.

 8.5 Remote Work for the Confidential/Managerial Employees

Upon the recommendation of Superintendent and on motion of \_\_\_\_\_\_\_\_\_\_\_\_ and seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_, due to the unique and unprecedented circumstances arising from the COVID-19 pandemic, including the Declaration of States of Emergency and mandatory closing of school buildings, the Board of Education hereby approves that the District’s staff designated as confidential/managerial employees may deliver services and perform work from a remote location, *that is approved by the Superintendent or his designee*, during their regular work hours. In this regard, such employees will remain “on call” for immediate direction during their work hours, and such staff will provide contact information (including phone number and email address if internet access if available) at which the District can reach them during this time.

 8.6 Superintendent to Approve MOAs:

Upon the recommendation of Superintendent and on motion of \_\_\_\_\_\_\_\_\_\_\_\_ and seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_, due to the unique and unprecedented circumstances arising from the COVID-19 pandemic, including the Declaration of States of Emergency and mandatory closing of school buildings, the Board of Education hereby approves the Superintendent to execute Memoranda of Agreement with the District’s Collective Bargaining Units addressing the terms and conditions surrounding the delivery of services from a remote location, that is approved by the Superintendent or his designee, during their regular work hours. In this regard, it is expected, among other things, such staff will remain “on call” for immediate direction during their work hours, and such staff will provide contact information (including phone number and email address if internet access if available) at which the District can reach them during this time.

The Superintendent is further authorized to direct confidential/managerial employees to deliver services from a remote location, that is approved by the Superintendent or his designee, during their regular work hours. In this regard, it is expected, among other things, such staff will remain “on call” for immediate direction during their work hours, and such staff will provide contact information (including phone number and email address if internet access if available) at which the District can reach them during this time.

 8.7 The superintendent recommends and the board approves the following Cooperative Purchasing Annual Resolution:

 ***WHEREAS,*** It is the plan of a number of public school districts in Cattaraugus County and Allegany County, New York, to bid jointly for **various supplies, commodities, and/or services in the 2020-2021 fiscal year, and**

 ***WHEREAS,***The Fillmore Central School District is desirous of participating with other school districts in Cattaraugus and Allegany Counties in the joint bidding of all or some of the supplies, commodities, and/or services as mentioned above, as authorized by General Municipal Law, Section 119‑0, and as determined by district need, and

 ***WHEREAS,*** The Board of Cooperative Educational Services and Boards of Education wish to appoint a committee to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting of the results to the Board of Cooperative Educational Services and Boards of Education and making recommendations thereon; therefore,

 ***BE IT RESOLVED,***That the Fillmore Central School Board of Education hereby appoints the Cattaraugus-Allegany-Erie-Wyoming Board of Cooperative Educational Services to represent it in all matters related above, and,

 ***BE IT FURTHER RESOLVED,***That the Fillmore Central School Board of Education authorizes the above-mentioned committee to represent it in all matters leading up to the entering into a contract for the purchase of the above-mentioned supplies, commodities, and/or services, and,

 ***BE IT FURTHER RESOLVED,***That the Fillmore Central School Board of Education agrees to assume its equitable share of the costs of the cooperative bidding, and,

 ***BE IT FURTHER RESOLVED,***That the Fillmore Central School Board of Education agrees (1) to abide by the majority decisions of the participating districts on quality standards; (2) that unless all bids are rejected, it will award contracts according to the recommendations of the committee; (3) that after award of contract(s) it will conduct all negotiations with the successful bidder(s).

Motion by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_Aye \_\_\_\_\_Nay \_\_\_\_\_Abstain Accepted/Rejected

8.8 The following resolution was offered by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, who moved its adoption, and seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, to wit:

WHEREAS, the Fillmore Central School District, in an effort to improve its educational facilities, has initiated a Capital Outlay Project; and

WHEREAS, on March 26, 2020, the Fillmore Central School District Board of Education took action to proceed with said project; and

WHEREAS, the project estimate for the plumbing system upgrades (water softener and drinking fountain replacements) furnished by CPL provides a detailed description of the proposed Capital Outlay Project with a total project cost not to exceed $100,000.00;

NOW, THEREFORE, BE IT RESOLVED, that the Fillmore Central School District will serve as the Lead Agency in the SEQR review for the proposed 2020 Capital Outlay Project for the Fillmore Central School District.

 \_\_\_\_\_\_ Aye \_\_\_\_\_\_\_ Nay \_\_\_\_\_\_ Abstain Accepted/Rejected

8.9 The following resolution was offered by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, who moved its adoption, and seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, to wit:

WHEREAS, the Fillmore Central School District has designated itself to serve as the Lead Agency for the purpose of implementing the SEQR review of the proposed 2020 Capital Outlay Project; and

WHEREAS, the Board of Education of the Fillmore Central School District has considered and reviewed the detailed information provided by CPL regarding the 2020 Capital Outlay Project and has determined that the proposed project qualifies as a Type 2 action for the purposes of SEQRA,

 NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Board of Education of the Fillmore Central School District, serving as Lead Agency for the 2020 Capital Outlay Project hereby determines that the proposed project is a “Type 2" action, for the purposes of SEQRA;

2. That as a result of this determination the 2020 Capital Outlay Project qualifies to proceed without any other SEQRA determinations or actions, and fully satisfies SEQRA requirements as of this time.

 \_\_\_\_\_Aye    \_\_\_\_\_Nay    \_\_\_\_\_Abstain   Accepted/Reject

8.10 Motion made by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to present the following proposition to the voters of the district on voting day May 19, 2020:

RESOLVED that the Board of Education of Fillmore Central School District, Fillmore, New York, Allegany County be authorized and directed to purchase two (2) 65 passenger gas school busses and two (2) Chevrolet Suburbans and expend therefore a sum not exceeding which said sum of , or so much thereof as may be necessary, shall be raised by tax on the taxable property of the School District to be collected in annual installments, and to issue obligations of the District therefore in accordance with Education Law and Local Finance Law.

 \_\_\_\_\_Aye    \_\_\_\_\_Nay    \_\_\_\_\_Abstain   Accepted/Reject

8.11 The Superintendent recommends the approval of a request from the Town of Hume for the use of a school bus and driver on Tuesdays and Thursdays from 8:45 and 11:15 am, June 30th to July 30th, for the purpose of transporting summer recreation participants to Houghton College for swimming lessons.

 Motion by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_Aye \_\_\_\_\_Nay \_\_\_\_\_Abstain Accepted/Rejected

**9. PERSONNEL**

9.1 Substitute Teacher Appointments for 2019-20 school year

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **NAME** | **DEGREE** | **CERTIFICATION** | **GRADE LEVEL** | **SUBJECTS** |
| Pamela Litchner | Bachelors | Non-Certified | Any | Any |
| Philip Merrill | Bachelors | Non-Certified | 7-12 | Any |
| Laura Sisson | Masters | Certified | Long-term 4/20/20-6/26/20 | Kindergarten |
| \*Angela Schenck | Bachelors | Non-Certified | 7-12 | Any |

(\* Previously approved for grades 1-6 but decided to also do grades 7-12)

Individual listed is fingerprinted and has full clearance for employment.

Motion by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_Aye \_\_\_\_\_Nay \_\_\_\_\_Abstain Accepted/Rejected

9.2 Non-Instructional Appointment for 2019-2020 school year

|  |  |  |
| --- | --- | --- |
| **NAME** | **POSITION** | **EFFECTIVE DATE** |
| Jessica Giambra | Food Service Helper | 3/26/20 |
| Samantha Ryan | Food Service Helper | 3/26/20 |

(Samantha was appointed last meeting as a substitute but should have been as full-time)

Individuals listed are fingerprinted and have full clearance for employment.

Motion by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_Aye \_\_\_\_\_Nay \_\_\_\_\_Abstain Accepted/Rejected

9.3 Substitute Non-Instructional Appointments for 2019-2020 school year

|  |  |  |
| --- | --- | --- |
| **NAME** | **POSITION** | **EFFECTIVE DATE** |
| Pamela Litchner | Aide | 3/26/20 |
| Heather Worthington | Aide, Cleaner & Monitor | 3/26/20 |

Individuals listed are fingerprinted and have full clearance for employment.

Motion by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Seconded by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_Aye \_\_\_\_\_Nay \_\_\_\_\_Abstain Accepted/Rejected

**10. EXECUTIVE SESSION**

10.1 For the board to enter into Executive Session at \_\_\_\_\_\_\_\_ AM/PM to discuss matters leading to the appointment, employment, suspension, promotion, discipline, dismissal, removal of any personnel or other legal matters for purposes specified in the open meeting law.

Motion by \_\_\_\_\_\_\_\_\_\_ Seconded by \_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_Aye \_\_\_\_\_Nay \_\_\_\_\_Abstain Accepted/Rejected

10.2 For the board to move out of Executive Session at \_\_\_\_\_\_\_\_ AM/PM and regular meeting resumed.

Motion by \_\_\_\_\_\_\_\_\_\_ Seconded by \_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_Aye \_\_\_\_\_Nay \_\_\_\_\_Abstain Accepted/Rejected

**11. ADJOURNMENT**

 Superintendent recommends that the board adjourn meeting at \_\_\_\_\_\_\_ AM/PM.

Motion by \_\_\_\_\_\_\_\_\_\_ Seconded by \_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_Aye \_\_\_\_\_Nay \_\_\_\_\_Abstain Accepted/Rejected