Minutes of the Regular Meeting of the Board of Education of the Clinton Central School District, Oneida County, New York, held on March 24, 2020 via online platform.

Present:
(Board)
Ms. Mary Lou Lauchert, President
Ms. Erica Shaw, Vice-president
Ms. Megan Burdick
Mr. Sam Catterson
Ms. Melinda Leising
Dr Luke Perry
Mr. Timothy Thomas

(Administration)
Dr. Stephen L. Grimm, Superintendent
Mr. Joseph Barretta, Assistant Superintendent for Business
Ms. Debora Van Slyke, Director of Curriculum and Instruction
Ms. Kathleen Fonda, Director of Pupil Personnel Services
Dr. Matthew Lee, High School Principal
Ms. Ellen Leuthauser, Elementary School Principal

Julia A. Scranton, District Clerk
Attending Online: John King, Norm Deep

1. **CALL TO ORDER**

   Ms. Lauchert called the meeting to order at 5:34pm.

2. **PLEDGE OF ALLEGIANCE**

   The Pledge of Allegiance was recited.

3. **READING OF THE MISSION STATEMENT**

   Ms. Lauchert read the Mission Statement.

4. **PUBLIC TO BE HEARD**

   No one wished to speak.

5. **INFORMATION-REPORTS-PROPOSAL/SUPERINTENDENT & STAFF**

   A. **Bright Spots**

   Dr Grimm displayed pictures of a well-stocked Country Pantry where Director Mary Zimbler, with the help of staff and student volunteers, has been assuring that area families are fed. The Clinton Teachers Association has generously donated $1200 to the pantry toward this effort. Cafeteria staff have been preparing Grab’n’Go breakfast and lunch bags for families upon request and distributing them from the high school cafeteria garage door and in the parking lot of the Country Pantry location. Bus drivers have been making home deliveries of meals, instructional materials and Chromebooks to families without transportation. Board members expressed their appreciation of all that is being offered to support students and families.

   Administrators Reports
Elementary school principal Ellen Leuthauser reported that, prior to closing, students were visited by singer/songwriter Jared Campbell. Third graders participated in a Creative Writers Workshop, fifth graders enjoyed a Camp Read-a-Lot adventure, and all students enjoyed a day dedicated to Dr. Seuss. Students gained historical insight during Black History Month.

On March 13th, students were sent home with a “Just in Case” instructional packet. Since then, students and parents have received schedules with links to online resources so that student learning can continue at home. Kudos to teacher Paige Culver, teacher assistant Nancy Lillibridge, and Amie Johnson in her role as Instructional Support Specialist for their support and leadership. Instructional materials, Chromebooks and positive messages continue to be dispersed.

In middle school principal Dr. Shaun Carney’s absence, Dr. Grimm shared that middle school families were emailed a link to a page summarizing students’ workload. Teachers are using various internet platforms to facilitate learning and paper packets have been delivered to students with spotty or no internet. Counselors and social workers are offering support services to families via phone and email. Teachers are encouraged to hold “office hours” so as not to be overwhelmed with requests as processes continue to be refined and streamlined. Meetings and check-ins with teachers and team leaders are regularly held online. Dr. Grimm advised that middle school parents should contact teachers directly with course questions, and Dr. Carney with other concerns. More information will be needed before grading processes are formulated.

High school principal Dr. Matt Lee reported that a successful high school musical was the last event to occur before closure. Detailed communication was sent to all staff and students on March 16th in preparation for continued learning in all courses and content areas, with instructions on where to go for support. Dr. Lee created and distributed a personally narrated video to all parents explaining what to expect, assuring them that grades would not be negatively impacted and student success is paramount.

Classes are being conducted online using Zoom and Google Classroom, and the handful of students who do not have internet are receiving paper materials delivered by bus drivers. Teachers are addressing individual situations. NYSED has stated that AP exams will be completed online at home, but there has not yet been a directive regarding Regents exams. In the meantime, scheduling for next year is moving ahead. Dr. Grimm noted that inequities discovered will be addressed moving forward.

Ms. Lauchert commented that leadership during this crisis has been tremendous.

B. Superintendent’s Report

Update on Coronavirus Accommodations

Dr. Grimm displayed a photo of the cafeteria workers who have been preparing meals for students under the direction of Kate Dorr, BOCES Food Service Director. About 1500 meals have been distributed so far. Thank you to Jim Scoones who has been a constant help with this effort.

Deb Van Slyke, Director of Curriculum and Instruction, reviewed the platforms, resources and instruction that has been provided to teachers, including video conferencing etiquette, largely in conjunction with the Mohawk Regional Information Center. The district has been using Google Classroom for about five years and the benefits of outfitting classrooms with Chromebook carts is now being revealed. Thank you to our IT team who have worked tirelessly to ensure that teachers and students are equipped with all that they need for continuity of instruction
Dr. Grimm explained that state work force reduction regulations have been implemented as directed. Exempt capital project teams work during the day along with rotating essential custodial and safety staff.

The District submitted three required plans to NYSED regarding school closure, continuity of learning and day care which is being handled through OHM BOCES. Buildings are accessible to teachers and essential staff only when necessary. School grounds, however, are open if social distancing is observed but are not heavily policed. Governor’s orders will determine spring recess dates.

Budget Presentation

Dr. Grimm said that budget planning will proceed, for now, as if the May 19th budget vote will take place. He reviewed proposed additions and the procedure that is used to determine their value. Additional music, speech, and support staff, an additional SPO, a social studies honors course and athletic study hall will be considered. Embedded reductions exist in health insurance cost, operations/management costs, BOCES CoSer Operations costs, and Strategic Plan costs. Imbedded expenses this year occurred in the addition of an aide and a public relations specialist, the teacher retirement contribution, special education tuition and other BOCES services.

Proposed additions would increase the budget gap from $95,000 to $252,500. Further analysis of fund balances and reserves, program proposals and final state aid calculations are pending.

Finance Committee will meet prior to the April 14th budget workshop, and the budget will be adopted on April 21st. Mr. Barretta clarified that the current health crisis will impact state aid next year. Dr. Grimm added that federal support is a possibility.

6. STANDING RESOLUTIONS (CONSENT AGENDA)

A motion was made by Ms. Burdick, seconded by Dr. Perry, and carried (7, 0) to combine items 6A through 6I.

A motion was made by Mr. Burdick, seconded by Ms. Shaw, and carried (7, 0) to approve Items 6A through 6I.

A. Agenda and Any Additions to the Agenda for March 24, 2020

B. Minutes from the Special Meeting held on March 10, 2020

C. Summary Treasurer’s Report for February 2020

D. Treasurer’s Report for February 2020

E. Executive Summary for February 2020

F. Revenue/expenditures by Month

G. Extra-classroom Treasurer’s Report

H. Committee on Preschool Special Education and Committee on Special Education (CSE) Report:
I. Updated List of Substitute and Supervisory Personnel

7. NEW BUSINESS

A motion was made by Dr. Perry, seconded by Ms. Burdick, and carried (7, 0) to approve the following resolution:

A. BOARD RESOLUTION APPROVING PAID LEAVE FOR NON-EXEMPT HOURLY EMPLOYEES DURING SCHOOL CLOSURE PERIOD

WHEREAS, the novel coronavirus (COVID-19) pandemic has resulted in the Federal, State and County governments declaring various states of emergency; and

WHEREAS, the Oneida County Executive declared a state of emergency on March 13, 2020 and closed all public schools in Oneida County due to the threat from the COVID-19 pandemic; and

WHEREAS, the Clinton Central School District ("District") desires to pay its regularly employed hourly non-exempt District employees during the closure of traditional District operations (presently, March 16, 2020 through April 2, 2020 but subject to modification in order to be consistent with applicable law and regulations) (the "closure period") due to the COVID-19 pandemic.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Board of Education hereby declares the COVID-19 pandemic is an emergency for the District.

2. To the extent not already provided for in a collective bargaining agreement or board policy, regularly employed hourly non-exempt employees shall receive paid leave to the extent such employees are not assigned to work during the closure period. The paid leave is meant to make such employees whole and shall be consistent with such employees’ salaries during regular school district operations.

3. The Superintendent is further authorized to enter into and execute any necessary Memorandums of Understanding with the respective bargaining units to effectuate the terms of this resolution.
4. This resolution shall apply only for the specific and limited purpose of addressing the unique challenges presented by the outbreak of COVID-19. It shall not set any precedent or practice regarding any aspect of the Resolution.

5. This Resolution shall take effect immediately.

A motion was made by Ms. Shaw, seconded by Dr. Perry, and carried (7, 0) to approve the following resolution:

B. BE IT RESOLVED that, upon the recommendation of the Superintendent of Schools, in accordance with Board Policy #6150, the following 2019-2020 line item budget transfer be approved.

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<td>Health Insurance</td>
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A motion was made by Ms. Shaw, seconded by Ms. Burdick, and carried (7, 0) to approve the following resolution:

C. BE IT RESOLVED that the Board of Education approves the donation of the surplus medical face masks to the Oneida County Health Department.

Mr. Catterson questioned as to whether or not the District might need these items in the future. Dr. Grimm clarified that the head nurse had identified them as surplus.

8. OTHER

A motion was made by Dr. Perry, seconded by Ms. Shaw, and carried (7, 0) to approve the following resolution:

A. WHEREAS, the Board of Education of the Clinton Central School District, Oneida County, New York, has called a special district meeting of the qualified voters of said School District to be held on the 19th day of May, 2020; and

WHEREAS, it is now desired to provide for the appointment of a chairperson and inspectors of election for the special district meeting to be compensated in accordance with the agreement between the Oneida County Board of Elections and the Clinton Central School District;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Clinton Central School District, Oneida County, New York, as follows:

Section 1. Shirley Knop, duly qualified voter of said School District is hereby appointed as the chairperson of the special district meeting referred to in the preambles hereof.

Section 2. The following named qualified voters of said School District are hereby appointed to act as inspectors of election at said special district meeting:

INSPECTORS: Patricia Palladino, Shirley Knop, Dottie Kalies, Diana Huss, Joanna Huss, Karen Winkler, Steven Marcus and Linda Hauschildt.
Ms. Scranton clarified that, unless the governor orders otherwise, the vote will proceed as usual. Accommodations made so far, however, are flexible.

9. **PUBLIC TO BE HEARD**

Mr. John King, CTA President, joining the meeting online, expressed appreciation on behalf of the teaching staff for all that the administration and the Board of Education is doing to support the teachers during this critical time.

10. **PERSONNEL**

A motion was made by Dr. Perry, seconded by Ms. Shaw, and carried (7, 0) to approve the following resolution:

A. **RESOLUTION AMENDING PRIOR PROBATIONARY APPOINTMENT OF TEACHER TO REFLECT CREDIT FOR A PRIOR TENURE AWARD**

**BE IT RESOLVED,** that the Board of Education of the Clinton Central School District, pursuant to Section 2509 of the Education Law and in compliance with Part 30.3 of the rules of the Board of Regents, upon the recommendation of the Superintendent of Schools, does hereby amend its earlier July 18, 2017 resolution approving the appointment of Michael Tesak to the position of Physical Education teacher as follows:

Michael Tesak, 124 Farmington Road, Utica, NY, who holds a professional certification in physical education and in health is hereby appointed to the position of Physical Education teacher, for a reduced probationary period of three (3) years in the tenure area of Physical Education, to commence September 1, 2017 and to expire on August 31, 2020 (unless extended in accordance with law); except to the extent required by the applicable provisions of Education Law § 3014, in order to be granted tenure, the appointee must receive composite or overall annual professional performance review ratings pursuant to Education Law § 3012-c or § 3012-d of either effective or highly effective in at least two of the three preceding years, and if the appointee receives an ineffective composite or overall rating in the final year of the probationary period s/he shall not be eligible for tenure at that time, be. Said shortened probationary period reflects Mr. Tesak’s previous acquisition of tenure in another school district and demonstration to the District’s satisfaction that he received an annual professional performance review (“APPR”) rating in his final year of service in such other district. The remainder of the Board’s original July 18, 2017 resolution, except as modified herein, continues without change.

A motion was made by Ms. Shaw, seconded by Ms. Burdick, and carried (7, 0) to approve the following resolution:

B. **BE IT RESOLVED** that, upon the recommendation of the Superintendent of Schools, the following coaching appointments for the 2019-2020 school year, depending on team formation, to be compensated in accordance with Article 14 of the CTA contract or other agreements and understandings between the District and CTA, be approved.

Michelle Rodriguez  Co-ed Modified Track & Field Volunteer

11. **QUESTIONS BY THE BOARD OF EDUCATION**

No one wished to speak.
12. ADJOURNMENT

A motion was made by Ms. Burdick, seconded by Dr. Perry, and carried (7, 0) to adjourn the meeting. The time was 7:20pm.

Respectfully submitted,

Julia A. Scranton
District Clerk