

New Paltz Central School District Board of Education
June 6, 2018 Workshop Meeting – High School 7:00 PM
MEETING MINUTES

CALL MEETING TO ORDER

CALL TO ORDER

Meeting was called to order at 6:02 PM by Michael O'Donnell, Board President.

BOARD MEMBERS PRESENT:

QUORUM CHECK

Brian Cournoyer
Alison Easton
Michael O'Donnell
Kathy Preston
Sophia Skiles
Teresa Thompson
Matthew Williams

ALSO PRESENT:

Maria Rice, Superintendent of Schools
Michelle Martoni, Deputy Superintendent
Richard Linden, Assistant Superintendent for Business

ROLL CALL

ROLL CALL

The roll was called as reflected above.

EXECUTIVE SESSION

EXECUTIVE SESSION

Motion made by Brian Cournoyer and seconded by Alison Easton that the Board of Education move into Executive Session at 6:02 PM for the purpose of discussing the school history of particular students in accordance with their FERPA rights, discussing matters made exempt by FERPA, discussing proposed, pending or current litigation, discussing the medical, financial, credit or employment history of a particular person, and discussing matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation. Motion carried 7 to 0 with 7 members voting.

DISTRICT CLERK PRO-TEMPORE

DISTRICT CLERK PRO-TEMPORE

Board President, Michael O'Donnell, appointed Maria C. Rice as District Clerk Pro-Tempore for the Executive Session portion of the meeting.

Out of Executive Session - Motion made by Sophia Skiles and seconded by Kathy Preston that the Board return to Public Session at 7:02 PM. Motion carried 7 to 0 with 7 members voting.

CALL TO ORDER

CALL TO ORDER

The Public Meeting was called to order at 7:13 PM by Michael O'Donnell, Board President.

BOARD MEMBERS PRESENT:

QUORUM CHECK

Brian Cournoyer
Alison Easton
Michael O'Donnell
Kathy Preston
Sophia Skiles
Teresa Thompson
Matthew Williams

ALSO PRESENT:

Maria Rice, Superintendent of Schools
Michelle Martoni, Deputy Superintendent
Richard Linden, Assistant Superintendent for Business
Connie Hayes, Director of Pupil Personnel Services
Kathleen Coughlin, Coordinator of Special Education 6-12
Barbara Clinton, Principal, New Paltz Central High School
Gregory Warren, Director of Health, Physical Education & Athletics
Michael Robinson, Director of Food Services
Dusti Callo, District Clerk
Student Representative
Members of the Public and Press

ROLL CALL The roll was called as reflected above.

ROLL CALL

PLEDGE TO THE FLAG

PLEDGE

AGENDA CHANGES

AGENDA CHANGES

Motion made by Alison Easton and seconded by Matthew Williams to accept the changes to the agenda as presented.
Motion carried 7 to 0 with 7 members voting.

PUBLIC COMMENTS

PUBLIC COMMENT

➤ Ulster County Awareness Program
Julian Lewis, Quinn Berger and Marie Schultis

STUDENT REPRESENTATIVE REPORT

STUDENT REP

➤ Ben Williams
New Paltz High School senior Ben Williams reported on CAFÉ, the alternative lunch program, student recognition night, the student life video, the athletic awards banquet, senior trip, last day of classes at the high school is June 11th, AP art show, regents exams, the girls football game, senior ball and graduation.

SUPERINTENDENT'S REPORTS & DISCUSSION ITEMS

SUPT REPORT

- SUPERINTENDENT’S COMMENTS
- SUPERINTENDENT’S REPORTS
 - Special Education End-of-Year Snapshot: Connie Hayes, Director of Pupil Personnel Services & Special Education

Board President Mike O’Donnell asked that Personnel Items 9.4 and 9.5 be addressed at this point in the meeting. Board members agreed.

9.4 Create Director of Integrated Technology Title

Motion made by Brian Cournoyer and seconded by Alison Easton to approve the following:
Recommendation that the New Paltz Central School District Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby create the title of Director of Integrated Technology, effective June 7, 2018.
Motion carried 7 to 0 with 7 members voting.

9.5 Administrative Appointment-Director of Integrated Technology

Motion made by Alison Easton and seconded by Matthew Williams to approve the following:
Recommendation that the New Paltz Central School District Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby appoint the following administrative employee:

Name	Title	Effective Date	Annual Salary
Keith Baisley	Director of Integrated Technology	July 23, 2018	\$125,000 (pro-rated)

Motion carried 7 to 0 with 7 members voting.

- Safety Plan: Maureen Ryan, Co-Chair and Michael Robinson, Co-Chair

6.1 Request for Approval of Safety Plan

Motion made by Alison Easton and seconded by Sophia Skiles to approve the following:
BE IT RESOLVED, that the Board of Education of the New Paltz Central School District approve the 2018-2019 Safety Plan. Motion carried 7 to 0 with 7 members voting.

- Code of Conduct: Sophia Skiles, Chair

6.2 Request for Approval of Code of Conduct

Motion made by Alison Easton and seconded by Brian Cournoyer to approve the following:
BE IT RESOLVED, that the Board of Education of the New Paltz Central School District approve the 2018-2019 Code of Conduct. Motion carried 7 to 0 with 7 members voting.

BOARD COMMUNICATIONS

BOARD COMMUNICATION

- Capital Project Update: Bill Wisbauer, TetraTech Architects and Luis Rodriguez, The Palombo Group

➤ Wildberr PILOT

Motion made by Alison Easton and seconded by Brian Cournoyer that the Board submit a letter for public comment to the Ulster County Industrial Development Agency (UCIDA) requesting that the official public comment period for the proposed Wildberr Lodge, LLC Project remain open beyond the June 8, 2018 date due to the uncertainty that exists in the proposed financing outlined in the May 9, 2018 application to the UCIDA. The board further directs the District Clerk to send the letter, as drafted by Board President Michael O'Donnell at this meeting, to the UCIDA via email with a request for a delivery receipt and a read receipt. Motion carried 7 to 0 with 7 members voting.

MINUTES OF MEETING

MINUTES

Motion made by Alison Easton and seconded by Matthew Williams that the Board of Education approve the following resolution: BE IT RESOLVED: that the New Paltz Central Schools Board of Education accept the minutes of the Regular Business Meeting of May 16, 2018. Motion carried 7 to 0 with 7 members voting.

Motion made by Brian Cournoyer and seconded by Matthew Williams that the Board of Education approve item 9.1.

9.1 Instructional Resignation for the Purpose of Retirement

Recommendation that the New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby accept the resignation, of the following instructional employee for the purpose of retirement:

Name	Title	Effective Date	Years in District
Susan Gruschow	Art Teacher	July 1, 2018	17

The board thanked Ms. Gruschow for her service to the District. Motion carried 7 to 0 with 7 members voting.

9.2 Instructional Resignation for the Purpose of Retirement

Motion made by Brian Cournoyer and seconded by Teresa Thompson to approve item 9.2.

Recommendation that the New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby accept the resignation, of the following instructional employee for the purpose of retirement:

Name	Title	Effective Date	Years in District
Joy Gallagher	Art Teacher	July 1, 2018	26

The board thanked Ms. Gallagher for her service to the District. Motion carried 7 to 0 with 7 members voting.

9.3 Non-Instructional Resignation for the Purpose of Retirement

Motion made by Alison Easton and seconded by Sophia Skiles to approve item 9.3.

Recommendation that the New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby accept the resignation of the following non-instructional employee for the purpose of retirement:

Name	Title	Effective Date	Years in District
Donna Petereit	Teacher Aide	June 22, 2018	24

The board thanked Ms. Petereit for her service to the District. Motion carried 7 to 0 with 7 members voting.

Motion made by Alison Easton and seconded by Matthew Williams to approve items 9.6 through 9.10 and items 9.12 through 9.16.

9.6 Instructional Appointment – Leave Replacement

Recommendation that the New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby approve the leave replacement appointment of the following instructional employee for the 2017/2018 school year:

Name	Title	Effective Dates	Step/Salary
Rebecca Ronk	Math Teacher	5/28/2018 – 6/30/2018	BA Step 1 \$53,170 (pro-rated)

9.7 Instructional Appointment-Substitutes

Recommendation that the New Paltz Central School District Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby appoint the following substitute teachers with remuneration as per rates established at the July 12, 2017 Organizational Meeting:

Name	Effective Dates
Clayton Bouton	6/7/2018 - 6/30/2018
Lindsay Brooks	6/7/2018 - 6/30/2018
Rebecca Ronk	5/21/2018 - 6/30/2018
Casey Britton	6/7/2018 – 6/30/2018

9.8 Non-Instructional Resignation

The New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby accept the resignation of the following non-instructional employee:

Name	Title	Effective Date
Kevin Caulfield	School Bus Attendant	06/29/2018

9.9 Non-Instructional Appointments

The New Paltz Central Schools Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby appoint the following employees:

Name	Title	Effective Date	Salary
Kevin Caulfield	Custodial Worker	07/02/2018	\$30,000/yr
Malik Clement	Lighting and Sound Technician	05/10/2018	\$15.00/hr
James J. Moore	Facilities & Operations Worker	06/18/2018	\$39,806/yr (pro-rated)

9.10 Request for Approval of Salaries for Employees with Terms and Conditions of Employment

BE IT RESOLVED that the New Paltz Central School District Board of Education hereby approves salary increases for those employees, whose terms and conditions of employment are not covered under collective bargaining agreements, for the 2018-2019, 2019-2020 and 2020-2021 school years. A copy of salary increases, as presented to the Board at this meeting, shall be incorporated by reference within the minutes of this meeting.

9.11 Appointment of Members to Racial Equity Initiative Advisory Committee

Motion made by Brian Cournoyer and seconded by Teresa Thompson to approve the following:

BE IT RESOLVED, that the New Paltz Central School District Board of Education does hereby appoint the following individuals to the Racial Equity Initiative Advisory Committee effective May 29, 2018:

Name	Title	Effective Dates
William Ball	Administrator	6/7/2018-6/30/2020
Tricia Bowen	Community Member	6/7/2018-6/30/2020
Miranda Cangieter	Community Member	6/7/2018-6/30/2019
Arielle Chiger	Instructional Staff Member	6/7/2018-6/30/2020
Pilar Duvivier	Student	6/7/2018-6/30/2020
Deborah Fialkow	Community Member	6/7/2018-6/30/2020
Alana-Florencio Wain	Student	6/7/2018-6/30/2019
Richard Heyl de Ortiz	Community Member	6/7/2018-6/30/2019
Kristen Masson-Diedhiou	Community Member	6/7/2018-6/30/2019
Carlos Rodriguez Murcia	Student	6/7/2018-6/30/2019
Cathy Sanchez	Community Member	6/7/2018-6/30/2020
Sophia Skiles	Board of Education	6/7/2018-6/30/2019
Paris White	Student	6/7/2018-6/30/2020

Motion carried 7 to 0 with 7 members voting.

9.12 Appointment of Title IX Investigator

BE IT RESOLVED, that the New Paltz Central School District Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, does hereby appoint Lisa Rusk as Title IX Investigator effective May 31, 2018.

9.13 CSE Evaluations/Meetings

Recommendation that the New Paltz Central School Board of Education upon the recommendation of Maria Rice, Superintendent of Schools, does hereby appoint, as needed, the following employees effective July 1, 2018 – August 31, 2018.

Name	Title
Thomas Chervenak	CSE Meetings/Regular Educator

9.14 Instructional Resignation

Recommendation that the New Paltz Central School District Board of Education, upon the recommendation of Maria Rice, Superintendent of Schools, does hereby accept the resignation of the following instructional employee:

BE IT RESOLVED that the board hereby accept the resignation of **Spanish Teacher, Felisa Sheskin**, effective **July 31, 2018** as set forth in a letter presented to the Board of Education Clerk on June 4, 2018.

9.15 Instructional Resignation

Recommendation that the New Paltz Central School District Board of Education, upon the recommendation of Maria Rice, Superintendent of Schools, does hereby accept the resignation of the following instructional employee:

BE IT RESOLVED that the board hereby accept the resignation of **Elementary Teacher, Suzanne Seaholm**, effective **June 30, 2018** as set forth in a letter presented to the Board of Education Clerk on June 4, 2018.

9.16 Instructional Probationary Appointment

Recommendation that the New Paltz Central Schools Board of Education, upon recommendation of Maria C. Rice, Superintendent of Schools, does hereby appoint the following instructional employee, with remuneration as per NPUT contract:

Name	Title	Tenure Area	Effective Date	Salary/Step
Suzanne Seaholm	Teaching Assistant – Level 4	Teaching Assistant	7/1/2018 – 06/30/2022	TA Level 4, Step 1 \$32,480

Motion to approve items 9.6 through 9.10 and items 9.12 through 9.16 carried 7 to 0 with 7 members voting.

OLD BUSINESS

OLD BUSINESS

Motion made by Brian Cournoyer and seconded by Alison Easton that the Board of Education approve the following:

10.1 First Reading of Policy 5662 Charging School Meals

2018 5662

1 of 3

Non-Instructional/Business Operations

SUBJECT: CHARGING SCHOOL MEALS

The Board of Education recognizes the importance of good nutrition and the impact on student learning. The Board of Education recognizes that, on occasion, students may not have enough funds to pay for a meal. To ensure that students do not go hungry, and minimize the fiscal burden to the District, the Board will allow students who do not have enough funds to “charge” the cost of meals to be paid back at a later date subject to the terms in this policy.

~~1. Elementary School and Middle School All students may charge meals without limit;~~

~~High School students may charge up to \$30.~~

2. Only regular reimbursable meals may be charged, excluding extras, à la carte items, and snacks;
3. All elementary and middle school student communications regarding unpaid meal charges shall be directly and solely with the parent/guardian (“parent”). No student in elementary or middle school will be told of unpaid meal charges.
4. A computer-generated point of sale system which identifies and records all meals, allows for automatic replenishment, as well as collects repayments will be used. Parents are encouraged to utilize the automatic replenishment option; and
5. Charged meals must be counted and claimed for reimbursement on the day that the student charged (received) the meal, not the day the charge is paid back. When charges are paid, these monies may not be considered “à la carte” transactions.

~~High School students eligible for free meals shall not be denied a reimbursable meal, even if they have accrued a negative balance from other cafeteria purchases. No student with unpaid charges will be prohibited from purchasing food if they have money that day.~~

When a student’s account balance is a negative balance and a meal is thereafter charged, the District will discreetly notify the parent of the balance, the process to refill the account, and the District’s policy on charging school meals. This notification will continue regularly until the account is replenished. Parents must repay all unpaid charges remaining at the end of the year or before their child leaves the district, whichever occurs first.

The District shall also discreetly notify parents of students with ongoing negative balances of the application process for free and/or reduced price meals. If a parent regularly fails to provide meal money and does not qualify for free or reduced price meals, the District may take other actions as appropriate, including notifying the local department of social services if neglect is suspected.

The District will consider the written request of a parent/guardian that his/her child not be permitted to charge school meals and not be provided with school meals or alternate meals, as long as the parent/guardian assures the District, in writing, that his/her child will bring lunch or will have money to purchase lunch each day. If the request is granted and the District becomes aware that a child does not have a lunch meal or the ability to purchase a school meal on a regular basis, the District will notify the parent/guardian of the circumstance and will take other actions as appropriate.

The school District shall notify parents/guardians in writing on an annual basis, at the start of the school year, and to families transferring into the district during the year, of the requirements of this policy. The policy shall also be published on the District website and may be included, as appropriate, in other District publications. All staff involved in implementing and enforcing this policy shall also be notified of these requirements and their responsibilities.

Unpaid Meal Charges and Debt Collection

Unpaid meal charges shall be considered “delinquent” in accordance with the District’s accounting practices. The District shall attempt to recover unpaid meal charges before the end of the school year, but may continue efforts into the next school year. The District shall notify parents of unpaid meal charges at regular intervals, and may engage in collection activities. The District shall offer repayment plans, and may take other actions that do not result in harm or shame to the child, until unpaid charges are paid.

Account Balances

Remaining funds will be carried over to the next school year. When students leave the District or graduate, the District will attempt to contact the parents to return remaining funds. Parents may request, in writing, that funds be transferred to other students (e.g., siblings) or to unpaid accounts. Unclaimed funds remaining after three months may be absorbed by the school meal account.

Staff

Staff members are allowed to purchase food from the District’s food services. However, all purchases must be paid for at the point of sale in cash or credit/debit card. Staff members are not allowed to charge meals to be repaid later.

Cross-ref: Policy 5660 (School Food Service Program [Lunch and Breakfast])

Ref: 42 USC §1779 (Child Nutrition Act of 1966)
42 USC §§1758(f)(1); 1766(a) (National School Lunch Act)
2 CFR §200.426 (accounting for debt in federal programs)
7 CFR §§210.9 210.12; 210.19; 220.13; 245.5 (accounting in federal school meal programs)
Healthy, Hunger-Free Kids Act (Public Law 111-296), §143
USDA Report to Congress, Review of Local Policies on Meal Charges and Provision of Alternate Meals, June 2016, www.fns.usda.gov/sites/default/files/cn/unpaidmealcharges-report.pdf
Unpaid Meal Charges: Local Meal Charge Policies, USDA FNS Memo SP 46-2016 (07/08/16), www.fns.usda.gov/unpaid-meal-charges-local-meal-charge-policies
Unpaid Meal Charges: Guidance and Q&A, USDA FNS Memo SP 57-2016 (09/16/16), <https://fns-prod.azureedge.net/sites/default/files/cn/SP57-2016os.pdf>
Unpaid Meal Charges: Guidance and Q&A, USDA FNS Memo SP 23-2017 (03/23/17), <https://fns-prod.azureedge.net/sites/default/files/cn/SP23-2017os.pdf>
Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payments, USDA FNS Memo SP 47-2016 (07/08/16), www.fns.usda.gov/sites/default/files/cn/SP47-2016os.pdf
Overcoming the Unpaid Meal Challenge - Proven Strategies from Our Nation’s Schools, USDA FNS Guidance Document (May 2017), <https://fns-prod.azureedge.net/sites/default/files/cn/SP29-2017a1.pdf>
Student Meal Charge Policy, NYSED Guidance Memo, (5/30/17), <http://www.cn.nysed.gov/content/student-meal-charge-policy>

Adoption date: 12/20/17

Revised: 5/2/18

Revised:

Motion carried 7 to 0 with 7 members voting.

NEW BUSINESS

NEW BUSINESS

Motion made by Matthew Williams and seconded by Sophia Skiles that the Board of Education approve the following resolution:

11.1 Request for Approval of Committee on Special Education Recommendations and Student Placements

Recommendation - that the following resolution be approved: BE IT RESOLVED, that the Board of Education of the New Paltz Central School District approve the Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) recommendations and student placements. 13056, 12928, 14447, 14841, 13971, 13926, 14332, 13728, 14394, 12440, 14736, 13869, 12966, 12826, 12466, 14250, 12706, 14811, 14817, 14763, 14640, 14682, 14183, 13759, 14613, 14355, 14395, 14318, 14594, 12180, 14081, 12922, 12744, 12997, 12782, 12754, 14405, 14393, 14748, 14750, 14563, 14434, 14254, 14758, 13424, 12644, 12471, 12173, 14342, 14854, 14605, 14605, 14386, 10850, 10949, 12148, 14422, 12680, 13959, 14482, 10130, 10398, 11464, 13121, 10213, 12493, 12070, 14468, 12372, 14050, 12291, 14504, 10964, 11363, 14017, 12422, 11258, 11070, 13949, 14605, 12242, 14790, 11273, 12382, 14232, 11496, 12316, 12439, 14877, 10622, 13959, 13744, 14266, 10953, 10359, 10889, 12171, 12681, 12437, 10519

Motion carried 7 to 0 with 7 members voting.

11.2 Request for Approval of Official Logo for use for New Paltz Central School District Athletics and New Paltz Athletic Association

Motion made by Matthew Williams and seconded by Sophia Skiles to approve the following:

Recommendation - that the following resolution be approved: BE IT RESOLVED that the New Paltz Central School District Board of Education, upon the recommendation of Maria C. Rice, Superintendent of Schools, hereby approves the logo designed and created by the New Paltz Athletic Association (NPAA), as presented to the Board at this meeting, as the official logo of the NPAA and the New Paltz Central School District Athletics Department (New Paltz Athletics), and to be the only logo used with regard to New Paltz Athletics, including, but not limited to, webpages, communications, merchandise related to athletics in the School District; and

BE IT FURTHER RESOLVED that this official logo may not be used by other individuals or organizations without the prior written approval of the Superintendent of Schools.

Motion carried 7 to 0 with 7 members voting.

11.3 Request for Acceptance of Awards from NPCSD Foundation for Student Enhancement

Motion made by Brian Cournoyer and seconded by Matthew Williams to approve the following:

Recommendation – that the following resolution be approved: BE IT RESOLVED, that the Board of Education of the New Paltz Central School District, upon the recommendation of Superintendent Maria C. Rice, does hereby accept funds from the New Paltz Central School District Foundation for Student Enhancement (the “Foundation”) in the amount of \$3,588.00 representing a grant awarded by the Foundation to New Paltz Middle School for use by the New Paltz Central School District for the Music Department Sound Equipment project. The Board of Education further directs the District Clerk to send a letter of appreciation to the Foundation for their donation.

Motion carried 7 to 0 with 7 members voting.

Motion made by Brian Cournoyer and seconded by Matthew Williams to approve items 11.4 and 11.5.

11.4 Request for Approval of Health and Welfare Contract – East Ramapo Central School District 2017-2018

Recommendation – that the following resolution be approved: BE IT RESOLVED that the Board of Education approve the Health and Welfare Contract, forwarded under separate cover, for East Ramapo Central School District for a total amount of \$2,650.16 for health and welfare services for the 2017-2018 school year for five (4) children who are residents in the New Paltz Central School District attending non-public schools in the East Ramapo Central School District.

11.5 Request for Approval to Sell/Dispose of Surplus Equipment

Recommendation – that the following resolution be approved: BE IT RESOLVED that the Board of Education declares the following buses as excess, unneeded property and authorize the sale/disposition of the buses.

<u>Bus #</u>	<u>Year</u>	<u>Make</u>	<u>Vehicles:</u>	<u>VIN:</u>
94	2003	Intl	65 Passenger Bus	4DRBRAAN83A956514
107	2005	Intl	65 Passenger Bus	4DBBUAANX5A983859
116	2006	Chevr	Car	1GNDV23L66D247858
137	2009	Chevr	Van	1GBHG31C691152613

Motion to approve items 11.4 and 11.5 carried 7 to 0 with 7 members voting.

OTHER DISCUSSION

None.

OTHER DISCUSSION

PUBLIC COMMENTS

None.

PUBLIC COMMENT

ADJOURN

ADJOURN

Motion made by Brian Cournoyer and seconded by Sophia Skiles that the Board adjourn at 9:00 PM.
Motion carried 7 to 0 with 7 members voting.

Respectfully submitted,

Dusti Callo
District Clerk