

BOARD OF EDUCATION – REGULAR MEETING
TOWN OF WEBB UNION FREE SCHOOL DISTRICT
TUESDAY, AUGUST 16, 2016
LIBRARY
6:30 PM

MEMBERS PRESENT: Joseph Phaneuf, George Hildebrandt, Sharon Evans, Anne Garbarino and Philip Petty
ALSO PRESENT: Rex Germer, John Swick, Jennifer Dunn and Diane Kull
OTHERS PRESENT: Brad Donovan

The meeting was called to order at 6:30 p.m. by President, Joseph Phaneuf.

PUBLIC COMMENTS: Board members were provided the Tax Levy information for reviewed.

President J. Phaneuf reviewed the Board Goals for the 2015-2016 school year. After a discussion by Board members of the proposed goals for the 2016-2017 school year, Philip Petty was charged with combining goals # one and # two into one goal. Sharon Evans was given the task of proposing goal # two. Joseph Phaneuf will propose goal # three. Board members will provide the options with the possibility to approve the goals at the second Board of Education meeting in September.

APPROVAL:
MINUTES 7/5/16

On the recommendation of the Board President, on a motion by A. Garbarino, seconded by P. Petty, the Board voted to approve the minutes of the July 5, 2016 reorganizational meeting.

Vote: Yes- 5 No- 0

APPROVAL:
WARRANTS

On the recommendation of the Board President, on a motion by A. Garbarino, seconded by S. Evans, the Board voted to accept the warrants:

2015-2016

- # 28 Fund A with 27 checks written for a total of \$23,325.45

2016-2017

- # 1 Fund A with 83 checks written for a total of \$359,013.65

- #1 Fund C with 4 checks written for a total of \$2,971.92

- #1 Fund TA July PR with 14 check written for a total of \$125,383.10

- #3 Fund TA Benefits July 2016 with 2 checks written for a total of \$30,272.04

- #4 Fund TA Benefits August 2016 with 2 checks written for a total of \$30,281.04

Vote: Yes- 5 No- 0

APPROVAL:
TREASURER'S REPORT

On the recommendation of the Board President, on a motion by S. Evans, seconded by A. Garbarino, the Board voted to approve the Treasurer's Monthly Report for June and July 2016 as presented.

Vote: Yes- 5 No- 0

APPROVAL:
CSE RECOMMENDATION

On the recommendation of the Committee on Special Education, on a motion by S. Evans, seconded by A. Garbarino, the Board voted to approve the recommendations and the authorization of funds as needed to implement the special education programs and services consistent with such recommendations.

Vote: Yes - 5 No - 0

APPOINTMENT:
2016-17 DEPUTY TAX COLLECTORS

On the recommendation of the Superintendent, on a motion by S. Evans, seconded by P. Petty, the Board voted to approve the following Community Bank, N.A. employees as Deputy Tax Collectors for the 2016-2017 school year:

Leslie Beauchamp

Marissa Pavlus

Barbara Bologna

Linda Rodriguez

Kathryn Forsell

Sarah Morin

Barbara Criss

Vote: Yes - 5 No - 0

APPROVAL:

2016-2017 TAX ROLLS

AUTHORIZE TAX LEVY

On the recommendation of the Board President, on a motion made by G. Hildebrant, seconded by S. Evans, the Board voted to approve the resolution to confirm tax rolls and authorize tax levy.

WHEREAS the Board of Education has been authorized by the voters at the Annual School Meeting to raise for the current budget of the **2016-2017** school year a sum not to exceed **\$5,920,000** with an additional **\$140,075** for the library levy; THEREFORE BE IT RESOLVED, that the board fix the equalized tax rates by towns and confirm the extension of the taxes as they appear on the following described tax roll:

Name of Town	Total Assessed Valuations by Towns	Equalized Tax Rate by Towns	Total Tax Levy by Towns	Tax Rate per Thousand
Webb	\$1,709,728,957	100%	5,378,379.20 (School) 127,259.54 (Library) 5,505,638.74 (Total)	3.145750 (School) .074433 (Library) 3.220183 (Total)
Forestport	\$ 146,355,987	85%	541,620.80 (School) 12,815.46 (Library) 554,436.26 (Total)	3.700708 (School) .087564 (Library) 3.788272 (Total)
TOTALS	\$1,856,084,944	XXX	\$5,920,000.00 School \$ 140,075.00 Library \$6,060,075.00 Total	

AND BE IT HEREBY DIRECTED THAT the tax warrant of this board, duly signed shall be affixed to the above-described tax rolls authorizing the collection of said taxes to begin **September 1, 2016** and end **October 31, 2016** giving the tax warrant an effective period of **61** days at the expiration of which time the tax collector shall make an accounting in writing to the board; AND IT IS FURTHER DIRECTED THAT the delinquent tax penalties shall be fixed as follows: 1st month free period, 2nd month interest of 2 percent added.

MOTION CONCERNING TAX WARRANT

BE IT ADDITIONALLY RESOLVED AS FOLLOWS:

To the collector of the Town of Webb Union Free School District in the Town of Webb, Herkimer County and Town of Forestport, Oneida County, in the State of New York.

You are hereby commanded:

- To give notice and start collection on **September 1, 2016** in accordance with the provisions of Section 1322 of the Real Property Tax Law. To give notice that tax collection will end on **October 31, 2016**. To collect taxes in the total sum of **\$6,060,075** in the same manner that collectors are authorized to collect town and county taxes in accordance with the provisions of Section 1318 of the Real Property Tax Law.
- To make no changes or alterations in the tax warrant or the attached tax rolls but shall return the same to the board of education according to provisions of Section 1316 of the Real Property Tax Law.
- To forward by mail to each owner a statement of taxes due on his property on press-numbered tax bill forms provided by the school district in accordance with the provisions of Section 922 of the Real Property Tax Law.
- To receive from each of the taxable corporations and natural persons the sums listed on the attached tax rolls without interest penalties when such sums are paid before the end of the first month of the tax collection period. To add two percent interest penalties to all taxes collected during the second month of the tax collection and to add three per cent interest penalties to all taxes collected during any part of the third month of the tax collection period and to account for such sums as income due to the school district.
- To issue receipts only on forms provided by the school district in acknowledgement of receipt of payments of taxes and to retain, preserve and file exact carbon copies of all such receipts issued as required by Section 987 of the Real Property Tax Law.
- To promptly return the warrant at its expiration and if any taxes on the attached tax rolls shall be unpaid at that time, deliver an accounting thereof on forms showing by town the total assessed valuation, tax rate, the total tax levy, the total amounts remaining uncollected as required by Section 1330 of the Real Property Tax Law.

The warrant is issued pursuant to Sections 910, 912 and 914 of the Real Property Tax Law and is delivered in accordance with Sections 1306 and 1318 of this law. It is effective immediately after it is properly signed by a majority of the board of education. The warrant shall expire on the date stated above unless a renewal or extension has been endorsed on the face of this warrant in writing in accordance with Section 1318, subdivision 2 of the Real Property Tax Law.

Vote: Yes - 5 No – 0

ACCEPTANCE:
RESIGNATION

On the recommendation of the Superintendent, on a motion by S. Evans, seconded by A. Garbarino, the Board voted to accept the resignation for retirement of John Weedmark, Custodian with regret and appreciation for his 35+ years service to the District, effective August 31, 2016.

Vote: Yes - 5 No – 0

ACCEPTANCE:
RESIGNATION

On the recommendation of the Superintendent, on a motion by A. Garbarino, seconded by S. Evans, the Board voted to accept the resignation of Chelsea Hanford, Teacher Assistant, with regret and appreciation for her service to the District, effective August 2, 2016.

Vote: Yes – 5 No – 0

ACCEPTANCE:
RESIGNATION

On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by A. Garbarino, the Board voted to accept the resignation of Travis Kiefer, Girls' Varsity Soccer Coach, with regret and appreciation for his service to the District, effective immediately.

Vote: Yes – 5 No – 0

APPROVAL:
PROVISIONAL
APPOINTMENT

On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded A. Garbarino, the Board voted to approve the provisional appointment of John DeVoldre as Custodian at the rate of \$10.00/hour, effective August 22, 2016.

Vote: Yes – 5 No – 0

APPROVAL:
INCREASE IN HOURS
HEIDI HITCHCOCK

On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by A. Garbarino, the Board voted to approve the increase in work hours of Heidi Hitchcock from 5 hours per day to a full time Teacher Aide position at the rate of \$11.00/hour, effective September 6, 2016.

Vote: Yes - 5 No – 0

APPOINTMENT:
TEACHER ASSISTANT

On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by A. Garbarino, the Board voted to approve the following appointment effective September 6, 2016:

- (a) Name of appointee: Margaret Morelli
- (b) Area: Teacher Assistant
- (c) Certification status: – Continuing, Teaching Assistant Level III; Permanent, Business and Distributive Education
- (d) Compensation and benefits: 16 B+30 \$33,753 to be prorated at .6125 FTE of the 2014-2016 Instructional Staff Pay Schedule.

Vote: Yes- 5 No-0

APPOINTMENT:
COACHES

On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by S. Evans, the Board voted to approve the revisions/additions to the 2016-2017 sports coaching roster as per the Instructional Staff Pay Schedule 2014 -2016:

- Girls' Varsity Soccer - Kerrin Ehrensbeck 1st year \$3,016
- Volunteers to Assist the Coaches – Jaime Tormey & Kristin Helmer

Vote: Yes - 5 No – 0

APPOINTMENT:
TEACHER AIDE

On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by A. Garbarino, the Board voted to approve the appointment of Molly Babcock as part-time teacher aide effective September 6, 2016 at the rate of \$11.00 per hour for an average of 5 hours per day.

Vote: Yes - 5

No – 0

APPOINTMENT:
SUBSTITUTES

On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by A. Garbarino, the Board voted to appoint the following for the 2016-2017 school year:

- Yvonne Lutz as substitute Teacher at the rate of \$80/day
- Yvonne Lutz as substitute Teacher Aide at the rate of \$11.00/hour
- Shawna Lee as substitute Nurse – RN at the rate of \$90/day
- Shannon Lee as a substitute Nurse – RN at the rate of \$90/day

Vote: Yes - 5 No – 0

DECLARE SURPLUS:

On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by A. Garbarino, the Board voted to approve and declare the following items as surplus:

- 18 textbooks - Gregg Microcomputer Keyboarding and Document Processing; Johnson & Stanley; copyright 1993; McGraw Hill; ISBN 0-02-8000002-1
- 8 textbooks - Automated Accounting; Allen and Klooster; copyright 1999; South-Western Publishing; ISBN 0-538-66249-2

- 16 textbooks – Business English & Communication; Clark, Zimmer and Tinervia; copyright 1994; McGraw Hill; ISBN 0-02-800990-8

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- 10 textbooks - Learning Microsoft Office XP; Weixel, Fulton and Plumley; copyright 2002; DDC Publishing; ISBN 1-58577-135- X
- 12 textbooks – Understanding Business and Personal Law; Brown, Sukys and Anderson, copyright 1993; McGraw Hill, ISBN 0-02-800642-9
- 10 textbooks - Accounting; Ross, Gilbertson, Lehman and Hansen; copyright 2000; South-Western Publishing ISBN 0-538-67671-X
- 15 textbooks – Marketing Practices and Principles; Mason, Rath, Husted and Lych; copyright 1995; McGraw Hill; ISBN 0-02-635601-5
- 13 textbooks – International Business; Dlabay and Scott; copyright 2006; South-Western Publishing; ISBN 978-538-72860-7
- 2 Lever Voting Machines – Serial #'s 118518 & 118677 Vote: Yes - 5 No – 0

POSTPONE:

ADMINISTRATIVE REG.

On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by A. Garbarino, the Board voted to postpone the approval of the revised Administrative Regulations until the next Board of Education meeting.

- 5310.01 –Substitute Teacher Pay Rates
- 5310.03 – Nurse Substitute Pay Rates

Vote: Yes - 5 No – 0

APPROVAL:

DELETION BOARD
POLICY 509.4

On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by A. Garbarino, the Board voted to approve the deletion of Board Policy 509.4 – Class Ranking.

Vote: Yes- 5 No- 0

APPROVAL:

PROFESSIONAL DEV. PLAN
STATEMENT OF CERT.

On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by S. Evans, the Board voted to approve the Professional Development Plan Statement of Certification as per the Part 100 Regulations of the New York State Commissioner of Education.

Vote: Yes- 5 No- 0

APPROVAL: DOOR
PROJECT

On the recommendation of the Superintendent, on a motion made by G. Hildebrant, seconded by S. Evans, the Board voted to approve the Reconstruction – Door Project resolution:

RESOLVED: That the Board of Education of the Town of Webb Union Free School District is hereby authorized to expend up to \$100,000.00 for the Reconstruction Project, SED Control #21-19-01-02-0-001-021, at the Main Building, with up to \$100,000.00 of such cost to be expended from the Budget Appropriation, all as permitted by law. All of the above based on the approval of the State Environmental Quality Review Act and applicable regulations promulgated there under (“SEQRA”).

Vote: Yes- 5 No- 0

APPROVAL:

SEQRA – DOOR PROJECT

On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by P. Petty, the Board voted to approve the SEQRA –Door Project resolution:

WHEREAS, the Board of Education of the Town of Webb Union Free School District (the “Board”) has considered the effect upon the environment of the proposed work at:

Main Building, “Reconstruction”, SED Control #21-19-01-02-0-001-021

WHEREAS, the Board has received and reviewed the Scope of the Proposed Project prepared and submitted in connection with the Project, and has further received and considered the advice of its Architects and Engineers with regard to the environmental impact of the Project; now therefore

BE IT RESOLVED, by the Board of Education of the Town of Webb Union Free School District as follows:

1. The Board hereby determines in accordance with Article 8 (State Environmental Quality Review Act - SEQRA) of the Environmental Conservation Law that the Project is a Type II action which will not have a significant impact on the environment and is not subject to review under SEQRA.
2. The Project is hereby approved and the Superintendent of Schools and all officers and employees of the District are authorized and directed to perform all actions and execute all documents necessary or appropriate to obtain the necessary funding, complete the Project and to carry out the intent of this resolution.

Vote: Yes- 5 No- 0

ACCEPTANCE:
INTENT TO RETIRE

On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by P. Petty, the Board voted to accept the letter of intent for purposes of retirement, as per his memorandum of understanding a 6 month notification is required from Herbert Schmid, Transportation Supervisor with the understanding Mr. Schmid will provide at least 30 days notice of his actual date of retirement.

Vote: Yes- 5 No- 0

PRINCIPAL'S REPORT:

John Swick, Principal reviewed the following:

- We had five students attend summer school in Glenfield this summer for various classes.
- Summer sessions for Brave Hearts with Judy Tastor was provided for students on Wednesday, 7/27 with another session tomorrow, 8/17.
- Sport physicals took place the first week in August (8/1-8/4).
- Varsity and JV soccer practice began yesterday, Monday, 8/15.
- Our first day of school will be Tuesday, 9/6.
- The Family Mailing packet along with 6-12 student schedules will be mailed in the coming week.
- August Regents are scheduled to take place on Wednesday, 8/17 and Thursday, 8/18.
- This year the upcoming schedule will once again include the extension of the 4th and 5th grade day until 3pm every Tuesday and Thursday. This time will be dedicated for learning in the core subjects of ELA, Math, Social Studies, and Science. We will also be offering an enrichment program on Monday and Wednesday in the library with our Librarian, Mrs. Finn.
- Our hiring is complete and we would like to welcome all new teachers, Teaching Assistants and aides to the Town of Webb Family.
- Data for our 3-8 scores has been received. Data points with the chart contained will be highlighted on the back.

SUPERINTENDENT'S REPORT: Rex Germer, Superintendent reviewed with the Board of Education:

- The heavy rains associated with storms during the last month have caused minor flooding multiple times. The courtyard drains are no longer handling the storm runoff. We are doing further investigating to try to determine the cause of the problem. This investigating included dye testing the roof drains a couple of weeks ago to track flow which caused a bright green color to be discharged into the river and being posted as a concern on facebook. The dye was drinking water safe that we used and was not expected to travel as far as it did in such concentration.
- Fall athletics began on Monday with three levels of soccer for each gender and two levels of cross country which will begin practice in two weeks according to the coach.
- The Aux Gym floor has been completed after having been sanded down to bare wood, repainted and refinished. This was done as the result of an insurance claim after a basement flood last year caused by the courtyard issue.
- The 12 month staff is working hard to get our campus in shape for our opening in September. Unlike other years we will be opening with students right away after Labor Day since there is no Superintendent's Conference Day scheduled first. Students, Faculty and Staff will be welcomed back on September 6th to begin the 2016-2017 school year!
- The fiber being supplied through OHM BOCES for our connectivity was increased in 2014 to accommodate our 1:1 program. It was discovered last week that the supplier by bid award, Time Warner Cable, had reduced the capacity of our line last fall without telling anybody. We have been struggling to determine the cause of some network issues since the beginning of 2016 but this never came up. Once discovered our network capacity was

returned to the agreed upon service of 1gig the next day. It is understood that capacity might have been reduced across our region by Time Warner without notification.

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EXECUTIVE SESSION: Motion made by G. Hildebrant, seconded by S. Evans, to enter into executive session at 8:22 p.m. to discuss the employment history of a four memo employees and the employment history of a former teacher.

Vote: Yes -5 No – 0

The employment history of a four memo employees and the employment history of a former teacher were discussed, no action was taken.

REGULAR SESSION: Motion made by S. Evans, seconded by G. Hildebrant, to return to regular session at 8:39 p.m.

Vote: Yes - 5 No – 0

ADJOURNMENT: Motion made by S. Evans, seconded by G. Hildebrant, to adjourn the meeting at 8:39 p.m.

Vote: Yes - 5 No – 0

District Clerk