October 14, 2020

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DeRuyter Central School 711 Railroad Street DeRuyter, NY 13052

## **REGULAR MEETING MINUTES**

## 6:00 PM – Elementary Gym October 14, 2020

Members Present:Dean Hathaway, Daniel Degear, Richard Metcalf, Bradley Mierke, Jodi WiesingMembers Absent:NoneOthers Present:David Brown, Sandy Welsh, Jim Southard, Jenny Valente, Steve Rafferty, Kim O'Brien,<br/>Kevin Springer, Katy Denkenberger, Brandi Compton, Janet Hathaway

I. Audit Committee Meeting	Audit Committee
	Meeting
A. Call To Order	
The Audit Committee Meeting of the DeRuyter Central School Board of Education was called to order by President Hathaway at 6:04 pm.	
B. Presentation of 2019-2020 External Audit – Raymond Wager, CPA, PC	
Presentation was made by Michael DeBadts of Raymond Wager, PC (Mengel Metzger Barr & Co).	Presentation of 2019-2020 External Audit
Topics	
<ul> <li>General Fund Summarization</li> <li>Receivables shortfall</li> <li>Undesignated Fund Balance – higher than property tax cap – in preparation of more COVID related expenses</li> <li>Revenue Summary – only about a 1% variance</li> <li>Expenditure Summary – due to school closures in March – gave a bigger variance. Consistent with other schools.</li> <li>School Lunch – expenditures in excess was cut in about half. Combination of the CEP and the extra meals that were served during shut-down. Food service has done a good job driving the participation numbers up</li> <li>Actuarial accrued liability for retiree health benefits – DeRuyter is in a good position</li> <li>No material deficiencies. District does a good job with internal controls. Board should write a procedure for what they want the Claims Auditor to audit.</li> </ul>	
C. Miscellaneous Items – None	
D. Adjournment of Audit Committee Meeting	Audit Committee Adjournment
The DeRuyter Central School Board of Education Audit Committee Meeting was adjourned at 6:22 pm.	

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II.	Regular Meeting Call To Order/Pledge of Allegiance	Regular Meeting Call To Order				
order	Pledge of Allegiance					
	The Pledge of Allegiance immediately followed.					
III.	Establish Agenda					
	<b>RESOLVED</b> , That the Board establish the agenda as presented.	Established Agenda				
	Motion:CARRIED $1^{st}$ : Mierke $2^{nd}$ : DegearVote:Yes: 5No: 0Absent: 0					
IV.	Presentations	Presentation				
	bard thanked Brandi Compton for her 6 years of dedicated service to the Board and ted her with an appreciation, engraved Apple.					
V.	Discussion Items	Discussion Items				
	A. Update of COVID – Dr. Brown	COVID				
<u>Topic</u>	<u>8:</u>					
• • • •	<ul> <li>Substitute list very short. Critical shortage.</li> <li>COVID symptoms – need negative COVID test <u>OR</u> doctor's note.</li> <li>Mandatory Training for Subs – included COVID, classroom management.</li> <li>SUNY Cortland students placed semester by semester as Teacher Immersion Prog. Downside – if SUNY Cortland shuts down, the students are primarily from downstate and they would go home.</li> <li>Nurse doing a great job – community is doing well.</li> <li>Madison county health department – very helpful. Thank you to Dan Degear</li> <li>November 3, 2020 – change to a practice Remote day. Mrs. Valente explained how the day will run. Entire school will be remote. Teachers will be working from school.</li> </ul>					
	B. Capital Project Update – Dr. Brown	Capital Project				
<u>Topic</u>						
•	<ul> <li>November - C&amp;S coming to give a final report</li> <li>Kevin Springer - <u>Topics</u>: <ul> <li>Extra work - have 75K left in the project. Looked at the phase 2 list</li> <li>Generators - very important to obtain. Requested quotes for a generator</li> <li>Magnetic door holders</li> </ul> </li> </ul>					

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<u>Topics</u>	C. NBT Bank Proposal – Mr. Southard	NBT Bank Proposal
• •	Charge per month Will not charge more than \$500 per month (as currently charged by Citizen's) Based on information provided, recommends moving over to NBT Bank. Board agreed.	Agreed to move to NBT Bank
	D. Change in Dental Program – Mr. Southard	Change in Dental Programs
• • •	Excellus dropped our dental plan 2 years ago Sister company – Lifetime Benefits picked up the Third Party Administration Lifetime is now ending Third Party Administration Transitioning back to Excellus Talked to Unions Working toward a seamless transition	
	E. School Law Books	School Law Books
<u>Topics</u>	2	
• •	Cost - \$104.80 per copy Cost - \$104.80 per e-book Determined – D. Hathaway, J. Southard, S. Welsh receive books. Dr. Brown to receive the e-book version	
VI.	Public Comments	
VII.	Board Comments	<b>Board Comments</b>
<b>Topic</b>	<u>s:</u>	
• • •	Nice being in this situation financially – audit quick/smooth –fortunate to have the support from community/staff. Closed signs – uninviting. Many students riding skateboards, bikes, etc Want to protect the new track/soccer field. Maybe take some over on Oil Mill. Community members ask about parking on the road at Oil Mill. Difficult as it belongs to the Town of Cuyler. Relay to staff the Board is appreciative of everything they are doing.	
VIII.	Administrative Comments	Administrative Comments
	at week is Board appreciation week, tokens of appreciation were presented to the Board by many classes.	

IX.	X. Board Action Items						<b>Board Action Items</b>		
A. Consent Agenda Items							Approved/Accepted		
<b>RESOLVED</b> , That the Board approve/accept the following Consent Items:							Consent Items:	Consent Agenda Items	
	<ol> <li>Approve Minutes – 9/16/20 (attached)</li> <li>Accept Claims Auditor Report (attached)</li> <li>Approve Claims Auditor Claim - # 21-003 - \$135.00 (attached)</li> <li>Accept Treasurer's Reports (attached)</li> <li>CSE Recommendations (attached)</li> <li>Declare Surplus Equipment – Recyclable Bin</li> <li>Agreements with BOCES (attached): Equivalent of Attendance, Employment Preparation Education, Adult Education Sponsorship, Authorized Signatures, Annual Cooperative Resolution Notification</li> </ol>								
	<u>Motior</u>	<u>ı</u> :	CARRIED <u>Vote</u> :	Yes:		Mierke No: 0		2 <sup>nd</sup> : Wiesing Absent: 0	
	B.	Persor	nnel Items						
1.       Appoint Substitutes         a. <i>RESOLVED</i> , That the Board, upon the recommendation of the         Superintendent of Schools, appoint Sara Lowe and Caitlin Clark as a Substitute Teaching         Assistant/Teacher Aide, Non-Certified Substitute Teacher.							Appointed S. Lowe and C. Clark as Substitute Teaching Assistant/Teacher Aide, Non-Certified Substitute Teacher		
	Motior		CARRIED Vote:	Yes:	1 <sup>st</sup> :	Degear No: 0		2 <sup>nd</sup> : Mierke Absent: 0	
b. <i>RESOLVED</i> , That the Board, upon the recommendation of the Superintendent of Schools, appoint Meaghan Bruyn and Kendra Barton as Substitute Teachers, Substitute Teaching Assistants/Aides through the SUNY Cortland Teacher Immersion Program effective 9/21/20.							Approved M. Bruyn and K. Barton Substitutes through the SUNY Cortland Teacher Immersion Program.		
	<u>Motion</u>	<u>n</u> :	CARRIED <u>Vote</u> :	Yes:		Metcalf No: 0		2 <sup>nd</sup> : MieWiesingrke Absent: 0	
2. Rescind Coaching Appointments						Rescinded Fall 2020 Coaching			
<b>RESOLVED</b> , That the Board, upon the recommendation of the Superintendent of Schools, rescind the appointments of the following Fall 2020 coaching appointments (passed at the July 7, 2020 Regular Meeting): Matthew Skeele (Boys' Varsity Soccer), CJ Nye (Boys' Modified Soccer), Mike Radizwon (Girls' Varsity Soccer ), Kate Meigs (Girls' Modified Soccer), Tom Moade (Cross Country).							appointments		
	<u>Motior</u>	<u>ı</u> :	CARRIED <u>Vote</u> :	Yes:		Degear No: 0		2 <sup>nd</sup> : Metcalf Absent: 0	

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	<ul> <li><b>C. Financial</b></li> <li>1. Accept 2019-2020 Audit Report from Mengel Metzger Barr &amp; Co.</li> </ul>						Accepted 2019-2020 Audit Report
a. <b><i>RESOLVED</i></b> , That the Board accept the 2019-2020 Audit Report from Mengel Metzger Barr & Co. as presented.							
	<u>Motic</u>	<u>on</u> :	CARRIED <u>Vote</u> :	1 <sup>st</sup> Yes: 5	: Mierke No: 0	2 <sup>nd</sup> : Wiesing Absent: 0	
X.	Publi	c Com	nents				
NEX	NEXT MEETING: November 10, 2020						
XI.	Executive Session (If Needed)						Executive Session
of dis	<b>RESOLVED</b> , That the Board adjourn to Executive Session at 7:31 p.m. for the purpose of discussing contract negotiations.						
	<u>Motio</u>	<u>)n</u> :	CARRIED <u>Vote</u> :	1 <sup>st</sup> Yes: 5	: Wiesing No: 0	2 <sup>nd</sup> : Metcalf Absent: 0	Return to Public
The Board came out of Executive Session at 8:05 p.m.							Session
XII.	XII. Adjournment						
<b>RESOLVED</b> , That the Regular Meeting of the DeRuyter Central School Board of Education be adjourned at 8:06 pm.						Adjournment	
	<u>Motic</u>	<u>on</u> :	CARRIED <u>Vote</u> :	1 <sup>st</sup> Yes: 5	: Wiesing No: 0	2 <sup>nd</sup> : Degear Absent: 0	
							•

Respectfully Submitted	Sardra Welsh	
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Sandra Welsh, District Clerk