

DeRuyter Central School
711 Railroad Street
DeRuyter, NY 13052

REGULAR MEETING UNOFFICIAL MINUTES
6:00 PM – Library/Media Center
March 8, 2023

Public Comments at Board of Education Meetings – The DeRuyter Central School Board of Education welcomes comments from the public. This is why we provide “Public Comments” as part of our regular agenda. In fairness to everyone, we ask the public to please abide by the following conditions: **1)** The Board reserves the right to limit the comments of individuals to **three (3) minutes**; **2)** It is not appropriate to comment on individual staff members or about personnel matters during public session. We ask that such concerns be addressed initially with the appropriate administrator (usually one of our Principals or Business Administrator); **3)** Your next step should be to address this matter with the Superintendent; **4)** If you are still dissatisfied, please ask the Superintendent to request that this matter be discussed by the Board of Education in Executive Session.

Members Present: Lisa Benedict, Daniel Degear, Dean Hathaway, Jodi Wiesing (Arrived at 6:10)
Members Absent: Melanie Ackley and Board Clerk Sandra Welsh
Others Present: Dr. David Brown, Amanda Graham-Quirk, Stephen Rafferty, Jenny Valente

I. Audit Committee Meeting Call To Order

The Audit Committee Meeting was called to order at 6:00 pm by Dr. Brown in absence of Clerk Welsh.

- A. Single Audit
- Mrs. Graham-Quirk shared the report from the Single Audit
 - Mrs. Graham-Quirk shared the Corrective Action Plan moving forward
- B. Discussion on Reserve for Repair
- Mrs. Graham-Quirk discussed moving remaining dollars into the Capital Reserve
 - Monies can be utilized easier in case of an emergency
 - This is due to the community approving the Capital Reserve in previous referendum

II. Audit Committee Adjournment

The Audit Committee Meeting was adjourned at 6:10 pm by Dr. Brown in absence of Clerk Welsh.

III. Regular Meeting Call To Order/Pledge of Allegiance

The Regular Meeting of the DeRuyter Central School Board of Education was called to order by Mr. Hathaway at 6:11 pm.

III.A. Appoint Clerk Pro-Tem

Motion: 1st: Wiesing 2nd: Degear

MOTION, That the Board appoint David Brown as Clerk Pro-Tem for the March 8, 2023 Board of Education Meeting.

Vote: Yes: 4 No: 0 Absent: 1 (Ackley) **MOTION CARRIED**

**Audit Committee
Call to Order**

Single Audit

**Reserve for Repair
Discussion**

**Audit Committee
Adjournment**

**Regular Meeting Call
To Order**

**Appointed D. Brown
as Clerk Pro Tem for
the 3/8/23 meeting**

IV. Establish Agenda

Motion: 1st: Degear 2nd: Benedict

MOTION That the Board establish the agenda as presented.

Vote: Yes: 4 No: 0 Absent: 1 (Ackley) **MOTION CARRIED**

Established Agenda

V. Presentations

- A. Policies: # 7150 - Remote Instruction; # 1510 – Regular Board Meetings; #8450 – Home Hospital or Institutional Instruction
- Dr. Brown reviewed the policies that were edited by the Policy Sub-committee of the BOE (Degear and Wiesing)
 - Dr. Brown will send both the “strike-out” version and clean version for final review prior to the next board meeting
 - Dr. Brown assured the BOE that there is not an option for students to learn remotely (Policy 7150) unless we run out of snow days and then we would use a remote day so we do not need to take away from Spring Break or add additional day at the end of the year
 - A tutor is always made available to our students if they are unable to attend school due to medical reasons stated by a medical doctor’s note and may need approval of the District Medical Director
 - Discussed (Policy 1510) that public comments be only for tax paying residents

Presentations: Policies

VI. Discussion Items

- A. Review of 2023-2024 Budget – Mrs. Graham-Quirk
- Mrs. Graham-Quirk shared our balanced budget
 - Reminded BOE that our cap is 0.08%
 - Still waiting for resolution from Bond Counsel and may need an emergency meeting to meet the deadline of 45 days to get approval for the resolution Bus BAN to be placed on the Ballot for the 2023-2024 Budget Ballot
- B. Driver Education
- Offering 5 Hour Course in two weeks
 - Excited for our second year of Driver’s Education this Summer
 - BOE asked about Defensive Driving Class. Will be investigated
 - Dr. Brown will work with Bond, Schoeneck, & King to see if we can offer Driver’s Education to staff children
 - Mrs. Graham -Quirk will check with Insurance Co. in regards to all above
- B. Re-opening Plan Review (ARP Compliance) – Dr. Brown
- As per the ARP Compliance, Dr. Brown reviewed the Opening Plan which still sits on the District Website
 - Mr. Degear asked why this information, which is no longer necessary, is still on the website and Dr. Brown explained that it is a mandate to keep it up
- C. 2023-2024 Official District Calendar
- Dr. Brown shared the calendar for approval and DFA signed off on it
 - Graduation for 2024 will be discussed after this year’s graduation

Discussion Items

2023-2024 Budget

Driver Education

Re-opening Plan (ARP Compliance)

2023-2024 Official Calendar

VII. Public Comments - None

VIII. Board Comments

- Mr. Hathaway discussed the Facilities meeting. Mrs. Benedict is going to sit on this committee also

Board Comments

IX. BOCES Board Updates – Mrs. Wiesing

- Cooperative Purchasing saves money for the districts
- Special Olympics will be offered at SUNY Cortland

BOCES Board Updates

X. Superintendent Updates - Old Business/New Business

A. Driver's Education

- See above

Superintendent Updates

B. Coffee Talks

- Dr. Brown and Mrs. Graham-Quirk will be setting up “coffee talks” with the community. Dates and times will be posted on the District Website
- Dr. Brown shared the success of his Superintendent's Council which is made up of 2 students from each grade. Discussing issues in their high school, brainstorming ideas for improvements, etc. Guests come each month. Last month was Mr. Rafferty discussing discipline and the Code of Conduct. Mrs. Graham-Quirk will be coming to present the budget and Mrs. Valente will be sharing what Special Education “is”
- Dr. Brown shared the JUUL litigation is still moving forward and he signed off on the next stage of the process. If we were awarded anything it would be based on the student enrollment numbers

IX. Board Action Items

Action Items

A. Consent Agenda – Routine Items

Motion: 1st: Wiesing 2nd: Benedict

Approved Routine Consent Agenda Items

MOTION, That the Board approve/accept the following Consent Items as set forth on the March 8, 2023 agenda:

1. Approve Minutes: Regular Meeting–Feb. 7, 2023, Special March 1, 2023
2. Approve Claims Auditor Report for February, 2023
3. Approve Claims Auditor Claim #23-008 - \$153.00
4. Approve Budget Transfer dated 1/31/23 in the amount of \$61,730.75
5. Treasurer Reports
6. Approve CSE Recommendations (attached)

Vote: Yes: 4 No: 0 Absent: 1 (Benedict) **MOTION CARRIED**

B. Consent Agenda – Personnel Items

Motion: 1st: Wiesing. 2nd: Degear

Approved Personnel Consent Items

MOTION, That the Board approve/appoint the following Personnel Consent Items as set forth on March 8, 2023 agenda:

1. Leave of Absence

S. Filippi – maternity leave – effective approximately May 28, 2023 through June 30, 2023

2. Retirement Resignations

- a. L. Burbidge - Elementary Teacher – Effective June 30, 2023
- b. P. Gallerani – Elementary Teacher – Effective June 30, 2023
- c. M. Ludwig – Elementary Teacher – Effective June 30, 2023
- d. D. Coon – Teacher Aide – Effective June 30, 2023

3. Resignation

- a. E. Stone – Custodian – Effective March 3, 2023

Vote: Yes: 4 No: 0 Absent: 1 (Ackley) **MOTION CARRIED**

C. Single Audit / Corrective Action Plan

Motion: 1st: Degear 2nd: Wiesing

MOTION, That the Board accept the Single Audit as prepared by Mengel Metzger Barr & Co. for school year ending June 30, 2022 as per attached.

Vote: Yes: 4 No: 0 Absent: 1 (Ackley) **MOTION CARRIED**

Motion: 1st: Degear 2nd: Benedict

MOTION, That the Board approve the Corrective Action Plan for the Single Audit for school year ending June 30, 2022 as per attached.

Vote: Yes: 4 No: 0 Absent: 1 (Ackley) **MOTION CARRIED**

D. Transfer Reserve Fund into General Fund

Motion: 1st: Wiesing 2nd: Benedict

MOTION, That the Board approve the transfer of \$69,756.43 from Reserve for Repairs and place it in the General Fund.

Vote: Yes: 4 No: 0 Absent: 1 (Ackley) **MOTION CARRIED**

E. Transfer General Fund into Capital Reserve Fund

Motion: 1st: Degear 2nd: Benedict

MOTION, That the Board approve the transfer of \$69,756.43 from General Fund and place it in the Capital Reserve Fund.

Vote: Yes: 4 No: 0 Absent: 1 (Ackley) **MOTION CARRIED**

Accepted Single
Audit

Approved Corrective
Action Plan for the
Single Audit

Approved the
Transfer from the
Reserve for Repairs
to General Fund

Approved the
Transfer from the
General Fund to
Capital Reserve
Fund

F. Approve Election Inspectors

Motion: 1st: Degear 2nd: Wiesing

MOTION, That the Board appoint Election Inspectors for the 2023-2024 Budget Vote and Board Election as follows: Judy Browngardt, Sandy Camelbeek, Bonnie Ziegler, Roxanne Groves, Sandy Welsh.

Vote: Yes: 4 No: 0 Absent: 1 (Ackley) **MOTION CARRIED**

Appointed Election Inspectors

G. Approve Initial Legal Notice

Motion: 1st: Degear 2nd: Benedict

MOTION, That the Board approve the initial legal notice for the 2023-2024 Budget Vote and Board Election as per attached.

Vote: Yes: 4 No: 0 Absent: 1 (Ackley) **MOTION CARRIED**

Approved Initial Legal Notice for 2023-2024 Budget/Board Election

H. Approve Combining Contract

Motion: 1st: Benedict 2nd: Degear

MOTION, That the Board approve the Combining Contract with Otselic Valley School District for sport participation in Boys' Varsity Golf for the 2022-2023 school year as per attached.

Vote: Yes: 4 No: 0 Absent: 1 (Ackley) **MOTION CARRIED**

Approved Combining Contract

I. Approve 2023-2024 Official School Calendar

Motion: 1st: Degear 2nd: Benedict

MOTION, That the Board approve the 2023-2024 Official School Calendar as per attached.

Vote: Yes: 4 No: 0 Absent: 1 (Ackley) **MOTION CARRIED**

Approved 2023-2024 Official School Calendar

J. Approve Transportation Request

Motion: 1st: Degear 2nd: Benedict

MOTION, That the Board approve transportation request from Mr. & Mrs. Adam Daley to transport their children to the Truxton Charter Academy.

Vote: Yes: 4 No: 0 Absent: 1 (Ackley) **MOTION CARRIED**

Approved Transportation Request

K. Policy – 1st Readings

Motion: 1st: Degear 2nd: Wiesing

MOTION, That the Board approve the first reading of Policy # 7150 – Remote Instruction, Policy # 1510 Regular Board Meetings, and Policy # 8450 - Home Hospital or Institutional Instruction, with changes to be incorporated for consideration in the 2nd Reading at the April 2023 Board Meeting.

Vote: Yes: 4 No: 0 Absent: 1 (Ackley) **MOTION CARRIED**

Next Meeting – Wednesday, April 17, 2023 to vote on the BOCES Administrative Budget and Board of Education and the Regular DCS Board of Education Meeting.

XII. Executive Session (If needed)

Motion: 1st: Benedict 2nd: Wiesing

MOTION: That the Board adjourn to Executive Session at 7:11 p.m. for the purpose of discussing the employment of a particular person(s) or corporation(s).

Vote: Yes: 4 No: 0 Absent: 1 (Ackley) **MOTION CARRIED**

The Board came out of Executive Session at 9:35 pm.

XIII. Adjournment

Motion: 1st: Degear 2nd: Wiesing

MOTION: That the Regular Meeting of the DeRuyter Central School Board of Education be adjourned at 9:36 pm.

Vote: Yes: 4 No: 0 Absent: 1 (Ackley) **MOTION CARRIED**

Information provided to the Board: February 2023 Warrants Appropriation Status Report, Revenue Status Report

Respectfully Submitted _____
Dr. David M. Brown, Clerk Pro Tem

Approved 1st
Readings – Policies #
7150, 1510, 8450

Executive Session

Return to Public
Session

Adjournment