

12/21/2017

PULASKI ACADEMY AND CENTRAL SCHOOL
TOWNS OF RICHLAND, SANDY CREEK AND ALBION

Date: December 21, 2017
Where Held: High School Library
Kind of Meeting: Regular
Presiding Officer: Joel Southwell

Board Members Present: Bill Wood
Tom Tighe
Todd Masuicca
Travis Rice
Darcy McCarty
Joel Southwell
Absent: Joe McGrath

Others Present: Brian Hartwell, Pamela McCrobie, Kristen Foland, Sarah Starbird, Paula Brillo, Mike Bateson, Vanessa Phillips, Tessa Dowlin, Laura Torres

1. Executive Session

Motion made by Mr. Masuicca, seconded by Ms. McCarty to enter into Executive Session at 5:30 P.M.

Vote: Yes: 6 No: 0 Motion: Carried

Motion made by Mr. Wood, seconded by Mr. Tighe, to end Executive Session at 6:35 P.M.

Vote: Yes: 6 No: 0 Motion: Carried

2. President Southwell called the meeting to order at 6:35 P.M.

3. Pledge of Allegiance

4. Reports and Comments

- a) Public Comments - None
- b) Citi New - None
- a) Student Achievement Presentation – High School

5. Minutes

- a) November 14, 2017 – Regular Meeting

Motion made by Mr. Masuicca, seconded by Ms. McCarty to approve the Minutes as presented.

Vote: Yes: 6 No: 0 Motion: Carried

6. Action Items

- a) 2018-2019 Budget Timeline

Motion made by Ms. McCarty, seconded by Mr. Masuicca to approve the 2018-2019 Budget Timeline as presented.

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Budget Timeline

<u>Date</u>	<u>Event</u>
December 21, 2017	Adoption of Budget Timeline
December 21, 2017	Discussion of budget parameters with BOE
December 2017	Administrator's budget meetings: requests/recommendations
January 9, 2018	Review of budgetary process to date
January 23, 2018	Budget workshop
February 8, 2018	Present first run budget to BOE
March 1, 2018	Tax Levy Limit Filing Date
March 13, 2018	Budget update and discussion with BOE
March 30, 2018	Annual meeting notice published in SRN (1)
April 10, 2018	Adopt proposed budget Appoint election inspectors
April 16, 2018	Deadline for nominating petitions to District Clerk – 4:00 p.m. 4:15 p.m. Poll Drawing for ballot order
April 19, 2018 (Monday)	Vote on BOCES Administrative Budget
April 20, 2018	Latest date to adopt budget Latest date to transmit Property Tax Report Card to SED Annual meeting notice published in SRN (2)
April 27, 2018	Annual meeting notice published in SRN (3) Send Property Tax Report Card to local paper
May 4, 2018	Tentative Budget Brochure Mailing Mail Budget Notice
May 8, 2018	Regular Board Meeting Budget Hearing Copies of budget and School Report Card made available
May 11, 2018	Annual meeting notice published in SRN (4)
May 15, 2018	Budget Vote

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****Budget Workshops can be added as needed at the discretion of the Board of Education
 Bold = BOE Meeting**

Vote: Yes: 6 No: 0 Motion: Carried

b) Non-Instructional Substitute Wage Increase

Motion made by Mr. Rice, seconded by Mr. Tighe to approve the Non-Instructional Substitute Wage Increase as presented.

Vote: Yes: 6 No: 0 Motion: Carried

7. Personnel Items

a) Employee Retirement

Whereas, the following employee has served the students and staff of this school district and has been a responsible, conscientious, and dedicated staff member in service to the school district; now there, be it resolved that the members of the Board of Education of the Pulaski Academy and Central School hereby acknowledge the faithful service of this employee upon accepting her resignation for the purpose of retirement. We express our grateful appreciation.

Name	Position	Effective Date
Susan G. Smith	Science Teacher	April 1, 2018

Motion made by Mr. Masuicca, seconded by Ms. McCarty, to approve the Employee Retirement as presented.

Vote: Yes: 6 No: 0 Motion: Carried

b) Create Position

Position	Effective Date
Custodial Worker	12/12/17

Motion made by Mr. Wood, seconded by Mr. Tighe to create the position of Custodial Worker, as presented.

Vote: Yes: 6 No: 0 Motion: Carried

c) Employee Resignations

Name	Position	Effective Date
Sue Lohret	Elementary Principal	12/25/2017
Jeff Snyder	10 th Grade Class Advisor	12/12/2017
Kelly Groff	Clerk Typist	1/6/2018

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Motion made by Mr. Masuicca, seconded by Ms. McCarty to approve the Employee Resignations as presented.

Vote: Yes: 6 No: 0 Motion: Carried

d) Employee Termination

Name	Position	Effective Date
Nicole Henderson	PT Food Service Helper	11/30/17

Motion made by Mr. Wood, seconded by Mr. Tighe to approve the Employee Termination as presented.

Vote: Yes: 6 No: 0 Motion: Carried

e) Leave of Absence

Name	Position	Effective Date
Paul Monnat	Teaching Assistant	1/19/18-5/11/18

Motion made by Mr. Masuicca, seconded by Mr. Rice to approve the Leave of Absence as presented.

Vote: Yes: 6 No: 0 Motion: Carried

f) Change of Job Title

Name	Position	Effective Date
Lou Shannon	Maintenance Mechanic 2	12/12/17

Motion made by Ms. McCarty, seconded by Mr. Wood to approve the Change of Job Title as presented.

Vote: Yes: 6 No: 0 Motion: Carried

g) Extra-Curricular Appointments

Name	Position	Effective Date	Stipend
Barb Lebeau	Modified Softball Coach	17-18	\$2,492
Chuck Gleason	Modified Wrestling Assistant	17-18	Volunteer
Tom Guarasce	Varsity Hockey Assistant	17-18	Volunteer
John Gosek	10 th Grade Class Advisor	17-18	\$350

Motion made by Mr. Masuicca, seconded by Mr. Tighe to approve the Extra-Curricular Appointments as presented.

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Vote: Yes: 6 No: 0 Motion: Carried

h) Substitute Appointments

Name	Position	Effective
Tina Parody	Cleaner	12/13/17
Christina Phillips	Cleaner/Food Service	12/13/17
Andrew Masuicca	Bus Driver	12/13/17
Debra Greenfield	Teaching Assistant/Aide	12/13/17
Jennifer Murphy	Teacher	12/13/17

Motion made by Mr. Rice, seconded by Mr. Wood to approve the Substitute Appointments as presented.

Vote: Yes: 6 No: 0 Motion: Carried

6. Special Education Items
- a) CPSE Recommendation
 - b) CSE Recommendation

Motion made by Mr. Tighe, seconded by Mr. Wood to approve the Special Education Items as presented.

Vote: Yes: 6 No: 0 Motion: Carried

7. Financial Items
- a) Warrant Report
 - b) Treasurer's Report
 - c) Extracurricular Treasurer's Report
 - d) Appropriation Report (Budget to Actual)

Motion made by Mr. Masuicca, seconded by Ms. McCarty to approve Financial Items as presented.

Vote: Yes: 6 No: 0 Motion: Carried

8. Discussion Items
- a) Budget Parameters
Dr. Hartwell discussed the 2018-2019 Budget Parameters.

9. Superintendents Report
- a) Work Session – Facilities Review
A work session is needed for a facilities review in anticipation of upcoming Capital Projects. This work session should include Paul Etz and Nate VanWie. A possible date in February was discussed.

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- b) Field Trip Policy – Dr. Hartwell discussed the current field trip policy. The trip to Iceland that was proposed to the Board by Mr. Hefti is still in the planning stages. The Board will receive a complete report on the trip at an upcoming meeting. All information regarding this trip will be provided to the Board before it is put on the Agenda for approval.

10. Adjourn

Motion made by seconded by Mr. Wood, seconded by Mr. Rice to adjourn the regular meeting at 7:40 p.m.

Vote: Yes: 6 No: 0 Motion: Carried

Respectfully Submitted,

Pamela J. McCrobie
District Clerk