The Iroquois Central School District, in being responsive to the students and parents it serves, will promote innovation and change in a continuous search for more effective and efficient ways of meeting our mission as an institution of teaching and learning.

MINUTES OF THE REGULAR BOARD MEETING
AND
BUDGET WORK SESSION
IROQUOIS CENTRAL SCHOOL
INTERMEDIATE SCHOOL
GIRDLE RD., ELMA, NY
WEDNESDAY, APRIL 8, 2020 AT 6:00 PM.

PRESENT
Mrs. Jane Sullivan
Mr. Charles Specht
Mr. David Lowrey
Mrs. Michele Hovey
Mr. Gunnar Haberl
Mrs. Louise Toth

EXCUSED
Mrs. Sharon Szegowski

ALSO PRESENT
Mr. Douglas Scofield Superintendent
Dr. Mary Jo Dudek Assistant Superintendent
Mr. John Wolski Business Administrator
Mrs. Cindy Sadowski District Clerk

CALL TO ORDER
The regular meeting of the Board of Education was called to order by Mrs. Jane Sullivan at 6:00 PM.

EXECUTIVE SESSION
A motion was made by Mr. Specht, seconded by Mrs. Toth, to go into Executive Session for the purpose of discussing employment of a particular person.

Motion carried. (Ayes 6, Noes 0)

PLEDGE OF ALLEGIANCE

BUDGET WORK SESSION
Mr. Scofield began the budget work session by reviewing the reductions from previous years to accommodate the defunding of public schools by New York State. Reductions totaling $3,363,695 impacted staffing, academic review classes, late buses, electives in all curriculum areas, study skills programs, library services, field trips, extra-curricular clubs, athletics, an increased number of students per class. Mr. Wolski continued the presentation by informing the Board that the 2020-21 budget supports the continuation of the School Resource Officer position and the same staffing level, student support services, athletics, music and extracurricular activities as the 2019-20
school year. Mr. Wolski discussed the tax levy limit calculations, estimated tax impact, state aid and estimated revenues and expenses for 2020-21.

### APPROVAL OF CONSENSUS AGENDA

6.1 In accordance with the recommendation of the Superintendent, upon a motion by Mr. Lowrey, seconded by Mr. Specht, the Board voted to approve the consensus agenda items 5.2 – 5.4.9.2.  

Motion carried. (Ayes 6, Noes 0)

### FINANCIALS

5.2 FINANCIAL MATTERS

5.2.1 Financial Reports for February 2020.

### MINUTES

5.3 MINUTES

5.3.1 Minutes of the Regular Board Meeting held on March 18, 2020.

### PERSONNEL

5.4 PERSONNEL

5.4.3 RETIREMENT RESIGNATIONS

5.4.3.1 The acceptance, with regret, of the retirement resignation of George Glinsboeckel from his position as Math teacher effective at the end of the day June 30, 2020.

5.4.3.2 The acceptance, with regret, of the retirement resignation of Sue Sheldon from her position as Elementary teacher effective at the end of the day June 30, 2020.

5.4.3.3 The acceptance, with regret, of the retirement resignation of Sylvia Siegel from her position as Elementary teacher effective at the end of the day June 30, 2020.

5.4.3.4 The acceptance, with regret, of the retirement resignation of Margie Siverson from her position as Elementary teacher effective at the end of the day June 30, 2020.

### LEAVE OF ABSENCE

5.4.6 LEAVE OF ABSENCE

5.4.6.1 The approval of unpaid leave for Timothy Schierer, Head Custodian, from March 27, 2020 through May 12, 2020.

5.4.6.2 The approval of unpaid leave for Wendy Muscarella, Elementary Teacher, from March 18, 2020 through April 27, 2020.
AMENDED APPOINTMENTS

5.4.7 AMENDED APPOINTMENTS

5.4.7.1 The approval of the amended lists of bus attendants, bus drivers, cleaners, clerical, clerks, laborers and nurses.

APPOINTMENTS

5.4.9 APPOINTMENTS

5.4.9.1 The approval of the appointment of Christine Gozelski, who has professional certificates in Early Childhood B-2 and Childhood Education 1-6, to a 1.0 F.T.E. non-probationary position in the Childhood Education tenure area effective January 13, 2020 through April 27, 2020 or upon the return of Wendy Muscarella, whichever is sooner. Salary $37,952.00 pro-rated based on Bachelor Step 1 (2018-2022 IFA Negotiated Agreement).

5.4.9.2 The approval of the appointment of Cassandra Goldman, who has a permanent certificate in Special Education, to a 1.0 F.T.E. non-probationary position in the Special Education tenure area effective March 25, 2020 through June 30, 2020 or upon the return of Marissa Merewether, whichever is sooner. Salary $37,952.00 pro-rated based on Bachelor Step 1 (2018-2022 IFA Negotiated Agreement).

SUPERINTENDENT’S REPORT

Mr. Scofield began his report by discussing the necessity for social distancing during the COVID-19 epidemic. He stressed the importance of staying at home and not socializing with friends. Mr. Scofield thanked the maintenance staff for their dedication for continuing to maintain and check the buildings and noted that employees are coming in at staggered times so that only one person is in the building at a time. Also recognized were the food service employees who are preparing breakfast and lunches daily and the transportation department for delivering the meals.

Mr. Scofield noted that presently the district is delivering 99 meals to 37 homes on Mondays and Thursdays, and 450 meals are being picked-up at the high school daily. The meals are available to all children in the district even if they are not of school age.

Mr. Scofield thanked the students who are at home and have never experienced this type of learning. In discussions with students Mr. Scofield noted that they have stated that it is not more work, but it is a little overwhelming at first to find the work and stay organized. He also thanked the parents who are working from home and providing support to their children. Mr. Scofield thanked the teachers who rewrote how they are presenting their curriculum and looking to improve daily and to the administrators for giving the teachers the guidance of collaboration. Mr. Scofield also stated that the district would be putting out surveys to both parents and students requesting feedback on what is working and what needs improvement.
Mr. Scofield noted that the Governor recently extended the closing of school in NYS up to and including April 29. Although that date may change in the near future, in preparation, the district would be concentrating on emotional support for the first day that students return. The availability of counselors, class meetings and support for teachers would be the highest priority.

Mr. Scofield reported that although the Governor has delayed the school budget votes and board elections until at least June 1, a definite date has not been set. Once a date is decided, the appropriate notices and Budget newsletters will be prepared and mailed.

Mr. Scofield reported that the advisors for the high school Spanish trip have requested that the trip be postponed until April 2021, and the advisor of the Europe trip is surveying the students and providing the choice of going next summer, receiving a voucher which they could sell, or forfeit the trip and loose their deposit.

Mr. Scofield informed the Board that he and Dr. Dudek had a meeting with PLC Associates regarding the initial meeting with the Board to discuss the strategic plan. Mr. Scofield relayed that PLC advised postponing the first meeting until after the pandemic since they believed having a meeting with the Board in person would be a much richer conversation. After discussion, the Board requested that the meetings begin remotely as soon as possible.

Mr. Scofield thanked the technology department for the tremendous job they are doing to support the teachers and students in the district. Mr. Scofield acknowledged the fact that they have been working an enormous number of hours ensuring everyone is supported.

NEW BUSINESS

7. NEW BUSINESS

7.1 In accordance with the recommendation of the Superintendent, upon a motion by Mr. Specht, seconded by Mrs. Toth, the Board voted unanimously on the following:

WHEREAS, in light of the situation that has been created by the COVID-19 pandemic, New York State Governor Andrew Cuomo has issued Executive Order No. 202.13 (“Continuing Temporary Suspension and Modification of Laws Relating to the Disaster Emergency”) on March 30, 2020 (the “Order”); and

WHEREAS, the Order provides, in relevant part, that the Iroquois Central School District election scheduled to take place on May 19, 2020 is postponed until at least June 1, 2020, subject to further directive as to the timing, location or manner of voting for such election; and

WHEREAS, the New York State School Boards Association has obtained informal guidance from the Deputy Secretary for Education in New York (which guidance has been, or is expected to be, subsequently clarified and confirmed by the Governor) that the Order was intended to cover not just school board “elections” but also
school board “votes” in general (such as the District’s annual vote that had been scheduled to occur on May 19, 2020); and

WHEREAS, in light of the Order, the Board of Education of the District (the “Board”) wishes to direct and empower the District Clerk to monitor the situation and to defer the pending initial publication of the District’s annual vote notice (or cease further publication of such notice, to the extent possible), until such time as further guidance is provided in accordance with the Order, and then to proceed as directed;

NOW, THEREFORE, be it resolved that the District Clerk be, and hereby is, authorized and directed to monitor the events that are the subject of the Order, and to keep abreast of the future guidance that is anticipated to be delivered pursuant to the Order; and be it further

RESOLVED, that the District Clerk shall, in the meantime, defer initial publication (or any further publication, to the extent possible) of the District’s annual vote notice until such time as a date for the District’s annual vote has been established pursuant to the Order (or has otherwise been established by law), and then proceed to implement such publication arrangements as may be directed, without further action of the Board being necessary; and be it further

RESOLVED, that this resolution shall take effect immediately.

7.2 In accordance with the recommendation of the Superintendent, upon a motion by Mr. Specht, seconded by Mrs. Hovey, the Board voted unanimously on the following:

PROPOSITION NO. 1
ENTIRE EDUCATIONAL PROGRAM BUDGET 2020-2021

Shall the following resolution be adopted to wit:

Resolved, that the budget for the Iroquois Central School District, Erie County (the “District”) for the fiscal year commencing July 1, 2020, as presented by the Board of Education, is hereby approved and adopted, in an amount not to exceed $52,583,668 and the required funds therefore are hereby appropriated and the necessary real property taxes required shall be raised by a tax on the taxable property in said District to be levied and collected as required by law.

PROPOSITION NO. 2
PURCHASE OF PUPIL TRANSPORTATION VEHICLES

Shall the following resolution be adopted, to wit:

Resolved, that the Board of Education of the Iroquois Central School District (the “District”) is hereby authorized to undertake the
acquisition of four gasoline fuel 63-passenger buses (at a maximum estimated cost of $123,870 each), and one cutaway bus (at a maximum estimated cost of $62,609) for use in the transportation program of the District, and having an estimated maximum aggregate cost of $558,089, less trade-in value, if any; and that such aggregate sum (or so much thereof as may be necessary) shall be raised by the levy of a tax to be collected in annual installments, with such tax to be partially offset by state transportation aid available and received therefore; and, in anticipation of such tax, debt obligations of the District shall be issued in an amount not to exceed $558,089, or the District may enter into a lease/purchase or installment purchase contract up to such stated amount (and having a term of not more than five years), if the Board of Education determines that it is in the best interest of the District to finance the purchases using that method.

PROPOSITION NO. 3

TECHNOLOGY RESERVE

Shall the following resolution be adopted to wit:

Resolved, that the Board of Education of the Iroquois Central School District, Erie County, is hereby authorized, to expend $91,392 and accumulated interest from the Capital Reserve Fund of the District known as the “Technology Reserve Fund” (as established by the District’s voters at the District vote held on May 19, 2005) for the purpose of purchasing computer hardware, computer software and computer connectivity equipment;

Motion carried. (Ayes 6, Noes 0)

7.3 In accordance with the recommendation of the Superintendent, upon a motion by Mr. Specht, seconded by Mrs. Toth, the Board voted unanimously to approve the following:

BE IT RESOLVED, that the Board of Education, upon recommendation of the Superintendent, approve the following; effective March 16, 2020 during school closures occasioned by the Coronavirus (COVID-19), the Iroquois Central School District authorizes the continuance of regular salaries, wages and benefits for regular employees and long-term substitutes who have been expressly appointed by Board resolution for service in particular assignments. The Board directs the Superintendent to assign essential employees to perform work both onsite and remotely as needed at their regular rate of pay as needed.

BE IT FURTHER RESOLVED, that the Board of Education empowers the Superintendent of Schools to shorten the workweek or work hours of any District employee during the period of time (or any portion thereof) in which the District remains open to staff but is mandatorily closed to students in response to the COVID-19 emergency only.

COBIT-19
RESOLUTION FOR CONTINUANCE OF SALARIES
BE IT FURTHER RESOLVED, pursuant to its authority under New York General Municipal Law Section 92, that the Superintendent may place any District employee on a paid leave of absence for any portion or all days in which the District is mandatorily closed to students due to the COVID-19 emergency only.

BE IT FURTHER RESOLVED, that the Board of Education authorizes the Superintendent of Schools to negotiate any agreements necessary in furtherance of the above.

Motion carried. (Ayes 6, Noes 0)

WHEREAS, the Iroquois Central School District, Erie and Wyoming Counties, New York (the “District”), after consultation by District officials with the District’s retained architectural firm (Gordon W. Jones Associates, Architects, P.C. or “Gordon Jones”), has resolved that the District should propose to undertake, during the District’s pending (2020-2021) fiscal year, a capital outlay project involving the reconstruction of, and the construction of modest upgrades and improvements to, the District’s Marilla Primary School building, such work being anticipated to include, but not necessarily to be limited to, the removal and replacement of several of the older windows on the west side of the building, and associated work (the “Project”); and

WHEREAS, the estimated maximum cost of the Project (inclusive of all preliminary and incidental costs) has been determined by Gordon Jones to be $100,000; and

WHEREAS, the District is proposing that the Project be financed by the application of $100,000 of funds to be earmarked for such purpose as a “Transfer to Capital Fund” in the District’s pending (i.e., 2020-2021) budget, with the work on the Project being anticipated to occur (and be completed) during the 2020-2021 fiscal year of the District; and

WHEREAS, in accordance with State Education Department guidance and policy, the District/Board of Education is the appropriate agency to be the lead agency to undertake Project review under the State Environmental Quality Review Act (“SEQRA”); and

WHEREAS, Section 617.5 of the SEQRA regulations (6 NYCRR Part 617) provides that certain activities are Type II actions that are not subject to review under SEQRA and that such activities include “routine activities of educational institutions,” “maintenance or repair involving no substantial changes in an existing structure or facility;” “replacement, rehabilitation or reconstruction of and construction of a structure or facility, in kind,
on the same site…unless such action meets or exceeds any [Type I] thresholds in section 617.4”; and

WHEREAS, the proposed Project constitutes such routine activities of educational institutions; maintenance or repair activities; in-kind, same-site replacement, rehabilitation or reconstruction activities not exceeding Type I thresholds; and

WHEREAS, while Gordon Jones has determined that the proposed work involved with the Project is exempt from review by the State Historic Preservation Office (“SHPO”), given that it has no anticipated impacts on cultural resources under the terms of the Letter of Resolution between SHPO and the New York State Education Department, Gordon Jones may nonetheless submit information on the work to SHPO for confirmation;

NOW THEREFORE, BE IT RESOLVED, that it is the final determination of the District’s Board of Education that the proposed Project is a Type II action, which is not subject to review under SEQRA, and that the proposed Project will not result in a significant adverse impact on the environment; and be it further

RESOLVED, that the proposed Project shall be included as a “Transfer to Capital Fund” line item (not exceeding $100,000 in amount) in the District’s proposed budget for the 2020-2021 fiscal year (with appropriate additional notification to District voters regarding the anticipated details of the work to be given via the minutes of the meetings of the Board of Education, and also in connection with the District’s regular budget approval process), so that such Project may be initiated and completed (assuming voter approval of the District's proposed budget) during the District’s 2020-2021 fiscal year; and be it further

RESOLVED, that this resolution shall take effect immediately.

Motion carried. (Ayes 6, Noes 0)

7.5 In accordance with the recommendation of the Superintendent, upon a motion by Mr. Lowrey, seconded by Mrs. Toth, the Board voted unanimously to adopt the following policies:

- 1336 – Duties of the Extracurricular Activity Fund
- 5520 – Extracurricular Activity Fund
- 5660 – Meal Charging and Prohibition Against Meal Shaming
- 5672 – Information Security Breach and Notification
- 5681 – School Safety Plans
- 6121 – Sexual Harassment in the Workplace
- 6550 – Leaves of Absence
- 6562 – Employment of Retired Persons
- 7440 – Student Voter Registration and Pre-Registration
• 7530 – Child Abuse Maltreatment
• 7549 – Dignity for All Students

Motion Carried. (Ayes 6, Noes 0)

APPROVAL OF BOCES 2020-21 BUDGET

7.6 In accordance with the recommendation of the Superintendent, upon a motion by Mr. Specht, seconded by Mrs. Toth, the Board voted unanimously to approve the following resolution:

WHEREAS, the Board of Education of the Iroquois Central School District, at a public meeting held on April 8, 2020, hereby adopts a resolution approving the 2020-2021 tentative BOCES Administrative budget in the amount of $3,393,794.

Motion Carried. (Ayes 5, Noes 0, Abstain 1) (Mr. Lowrey abstained)

BOCES BOARD OF EDUCATION

7.7 In accordance with the recommendation of the Superintendent, upon a motion by Mr. Haberl, seconded by Mr. Specht, the Board voted unanimously to approve the following resolution:

WHEREAS, the Board of Education of the Iroquois Central School District, at a public meeting held on April 8, 2020, adopted a resolution casting its vote in the annual election of members of the Board of Cooperative Educational Services, Second Supervisory District of Erie, Chautauqua and Cattaraugus Counties of the persons indicated below:

• Mr. Thomas DeJoe
• Mr. David Lowrey
• Mrs. Christine Schnars
• Mr. Richard Vogan

Motion Carried. (Ayes 5, Noes 0, Abstain 1)(Mr. Lowrey abstained)

BOARD DISCUSSION

The Board discussed the importance of gathering information from other districts around the state and country for addressing milestone moments such as prom and graduation during the pandemic.

The Board discussed the possibility of hiring teachers from our substitute teachers list to work as tutors. Mr. Scofield stated that he would reach out to the principals and request that they speak to their teachers to see what additional supports they may need. There may be a substitute teacher who has the right skills to match a student in need of additional support. Dr. Dudek noted that the classroom aides are also doing a great deal of additional support during this time.
Dr. Dudek shared with the Board that she has seen some videos of counselors who are having students sign-up to have a chat as a group or individually with them. One counselor has and done a virtual therapy dog and does videos with the kids once a week to provide helpful hints on not only how to handle the stress of what we’re going through but also how to handle school assignments.

The Board discussed the possibility of receiving robo-calls from every building. It was determined that the technology department would add the Board Ambassador’s phone number to the building they represent but also each Principal would send out the message via email and all board members would subscribe to each building.

ADJOURNMENT

There being no further business before the Board of Education, upon a motion by Mr. Specht, seconded by Mrs. Toth, the Board voted unanimously to adjourn the meeting.

Motion Carried. (Ayes 6, Noes 0)

The Board meeting adjourned at 8:16 PM.

Respectfully submitted,

Cindy Sadowski
District Clerk