

**BOARD OF EDUCATION OF DUNDEE CENTRAL SCHOOL**  
**AGENDA FOR REGULAR MEETING**  
**MAY 10, 2018**  
**EXECUTIVE SESSION AT 3:30PM**  
**REGULAR MEETING AT 4:30PM**

**EXECUTIVE SESSION - Begins at 3:30pm prior to regular meeting.**

Discussion of matters leading to the employment or removal of a particular person.

**1. OPENING AND MINUTES.**

1.1. Call to order.

1.1.1. Pledge to the flag.

1.1.2. Public Comment. \*The Board asks that public comment be limited to 3 minutes per person.

1.2. Resolution to approve minutes.

1.2.1. Resolution to approve the following:

1.2.1.1. Minutes of the April 25, 2018 regular meeting.

1.2.1.2. Approve the date change for the July reorganizational meeting to Monday, July 9, 2018 at 5:00 pm, executive session to begin at 4:00 pm.

Moved:

Seconded:

Approved/Defeated:

1.3. Resolutions, other.

1.3.1. Approval of the agenda.

Moved:

Seconded:

Approved/Defeated:

1.4. Announcements and Reports.

1.4.1. The Annual Budget Vote will be held on May 15, 2018 from 12:00 pm until 8:00 pm in the Public Meeting Room, all qualified voters are welcome to come vote between those hours on School Budget, Transportation Purchases, School Library Funds and School Board Seats.

1.4.2. The next regular meeting of the Board of Education will be June 14, 2018 at 6:00pm in the Public Meeting Room, Executive Session to begin at 5:00pm.

1.5. Other Items.

**2. INTER SCHOOL ACTIVITIES.**

2.1. Dundee Student Forum.

2.2. Resolutions.

- 2.2.1. To act upon the recommendation of the Superintendent to approve the following:
- 2.2.1.1. Accept the donation of \$25.00 from Howard Hall for the Class of 1959 Scholarship Fund in memory of Clearance Sebring.
  - 2.2.1.2. Accept the donation of \$200.00 from Howard Hall for the Class of 1956 Scholarship Fund in memory of Bill Depew.
  - 2.2.1.3. Accept the donation of \$20.00 from William Prior for the Class of 1956 Scholarship Fund.
  - 2.2.1.4. Accept the donation of 22 cameras from the Film Photography Project with an estimated value of \$1,100.00. These cameras are in working order and will be used by the District in its photography classes.

Moved:

Seconded:

Approved/Defeated:

2.3. Announcements and Reports.

- 2.3.1. Mega applause to the following students for being recognized as Dundee's Mega Scots for the month of April: Grade 7 - Cassandra Morrisette, nominated by the Math Department; Grade 8 - Renae Gregory, nominated by the History Department; Makenzie Cratsley, nominated by the Foreign Language Department; Grade 10 - Nicole Lindsay, nominated by the Music/Art Department.
- 2.3.2. Upcoming Events -
- May 12th - Junior-Senior Prom
  - May 15th - BUDGET VOTE from 12 noon until 8:00 pm in the PMR  
Spectrum Band Concert, Grades 3-12 @ 6:30 pm in the Auditorium
  - May 18th - End of 5wk Marking Period for JSHS
  - May 23rd - 4th Grade NYS Science Testing (Performance)
  - May 24th - Capital Project Tour and Presentation @ 5:00 pm in the PMR
  - May 24-25th - 8th Grade NYS Science Testing (Performance)
  - May 25th - Dundee Street Dance Celebration from 5:30 pm - 8:30 pm in the back loop
  - May 28th - Memorial Day Holiday - NO SCHOOL
  - May 29-30th - Junior/Senior Trip to Cedar Point
  - May 31st - High School Academic Awards Assembly @ 9:00 am in the Auditorium  
JSHS Picinic  
Spectrum Chorus Concert, Grades 3-12 @ 6:30 pm in the Auditorium
  - June 1st - Middle School Dance, Grades 6-8 from 6:30 pm - 8:00 pm in the HS Gym
  - June 2nd - Gorham Pageant of Bands  
SAT Exam
  - June 4th - 4th & 8th Grade NYS Science Testing (Written)
  - June 5th - Regents Exam  
Pre-Kindergarten Screenings
  - June 6th - Capital Project Vote from 12 noon until 8:00 pm in the PMR  
Athletic Awards Banquet @ 6:00 pm in the HS Gym  
Pre-Kindergarten Screenings

- June 7th - Music Awards Banquet @ 6:00 pm in the HS Gym  
Pre-Kindergarten Screenings
- June 8th - Elementary Talent Show
- June 9th - ACT Exam
- June 11th - Junior High Academic Awards Assembly @ 1:00 pm in the Auditorium  
Last Day of School for JSHS
- June 12-15th - Regents/Final Exams  
Early Dismissal for Elementary PK-6
- June 13th - Elementary Honor Roll/Blue Ribbon Breakfast @ 9:00 am in the Cafeteria
- June 14th - Regular Meeting of the Board of Education @ 6:00 pm in the PMR

## 2.4. Other Items.

## 3. **REPORTS TO THE BOARD.**

### 3.1. Resolutions.

- 3.1.1. Policy 3320 - Confidentiality of Computerized Information (New)
- 3.1.2. Policy 5510 - Accounting of Funds, Online Banking and Electronic Transactions (Revised)
- 3.1.3. Regulation 5510R - Online Banking and Electronic Transactions (Revised)
- 3.1.4. Policy 5672 - Information Security Breach and Notification (New)
- 3.1.5. Regulations 5672R - Information Security Breach Guidelines (New)
- 3.1.6. Form 5672F - New York State Security Breach Reporting Form (New)
- 3.1.7. Policy 5674 - Data Networks and Security Access (New)
- 3.1.8. Regulation 5674R - Data Networks and Security Access (Revised)
- 3.1.9. Policy 6110 - Code of Ethics for all District Personnel (Reviewed)
- 3.1.10. Policy 6111 - Staff/Volunteer-Student Relations (Fraternization) (Reviewed)
- 3.1.11. Policy 6112 - Testing Misconduct and Mandatory Reporting Requirements (Reviewed)
- 3.1.12. Policy 6120 - Equal Employment Opportunity (Reviewed)
- 3.1.13. Policy 6121 - Sexual Harassment of District Personnel (Reviewed)
- 3.1.14. Policy 6122 - Complaints and Grievances by Employees (Reviewed)
- 3.1.15. Policy 6123 - Sexual Misconduct (Reviewed)
- 3.1.16. Policy 6130 - Evaluation of Personnel (Reviewed)
- 3.1.17. Policy 6140 - Alcohol, Drugs and Other Substances (School Personnel) (Reviewed)
- 3.1.18. Policy 6141 - Drug-Free Workplace (Reviewed)
- 3.1.19. Policy 6150 - Professional Growth/Staff Development (Reviewed)
- 3.1.20. Policy 6160 - Conditional or Emergency Appointments (Reviewed)
- 3.1.21. Policy 6170 - Personal Furniture, Appliance and Technological Devices in the School (Reviewed)
- 3.1.22. Policy 6410 - Staff Acceptable Use Policy (New)
- 3.1.23. Regulation 6410R - Staff Acceptable Use (New)
- 3.1.24. Regulation 6410.1R - Social Media Guidelines for Employees (New)
- 3.1.25. Policy 6411 - Use of Email in the District (New)
- 3.1.26. Regulation 6411R - Acceptable Email Use - Guidelines and Etiquette (New)

Moved:

Seconded:

Approved/Defeated:

3.2. Announcements and Reports.

3.2.1. President's Report

3.2.2. Superintendent's Report.

3.2.3. Board Member Forum.

3.3. Other Items

**4. BUSINESS OFFICE REPORTS.**

4.1. Resolutions.

4.1.1. To act upon the recommendation of the Superintendent to:

4.1.1.1. Approve the Extraclassroom Activity Fund Treasurer's Report for the period of March 1, 2018 through March 31, 2018.

4.1.1.2. Approve the Treasurer's Report for the period of March 1, 2018 through March 31, 2018.

4.1.1.3. Approve the budget transfer for Fund A, in the amount of \$9,549.00 to adjust for current BOCES Contract.

4.1.1.4. Approve the budget transfer for Fund F, in the amount of \$11,000.00 to process ESD Amendment #1.

Moved:

Seconded:

Approved/Defeated:

4.2. Announcements and Reports.

4.2.1. General Fund - Account A: Revenue Status dated March 2018; Appropriation Status dated April 2018; Warrant No. 44 dated April 27, 2018, in the amount of \$444,867.55.

4.2.2. Cafeteria Fund - Account C: Revenue Status dated March 2018; Appropriation Status dated April 2018; Warrant No. 14 dated April 27, 2018, in the amount of \$26,383.49.

4.2.3. Special Aid Fund - Account F: Revenue Status dated March 2018; Appropriation Status dated April 2018; Warrant No. 13 dated April 27, 2018, in the amount of \$28,340.94

4.2.4. Trust & Agency Fund - Account TA: Warrant No. 33 dated April 25, 2018, in the amount of \$334,361.28.

4.2.5. Expendable Trust Fund - Account TE: Revenue status dated March 2018; Warrant No. 4 dated April 27, 2018, in the amount of \$10.00.

4.3. Other Items.

**5. COMMUNICATIONS.**

5.1. Public Comment. \*The Board asks that public comment be limited to 3 minutes per person.

## 6. PERSONNEL.

### 6.1. Resolutions in Regards to Administrators and Teachers.

6.1.1. To act upon the recommendation of the Superintendent to approve the following personnel issues:

6.1.1.1. Appoint the following as 2018 Summer School Instructors:

- 6.1.1.1.1. Elizabeth Baxter - JSHS English
- 6.1.1.1.2. Todd DeRue - JSHS Math
- 6.1.1.1.3. Megan Ransanici - JSHS History
- 6.1.1.1.4. Michael Strait - JSHS Science
- 6.1.1.1.5. Adam Farrell - JSHS Special Education
- 6.1.1.1.6. Marietta Hollister - JSHS Special Education 12:1:3
- 6.1.1.1.7. Jeanne Taylor - Library Media Specialist
- 6.1.1.1.8. Tina Orwen - Teacher Assistant
- 6.1.1.1.9. Maura Wolverton - Drivers Education
- 6.1.1.1.10. Lester Miller - Drivers Education
- 6.1.1.1.11. Sheldon Gibson - Drivers Education
- 6.1.1.1.12. Stephanie Parker - Elementary
- 6.1.1.1.13. Megan Morse - Elementary
- 6.1.1.1.14. Mary Beth Smith - Elementary
- 6.1.1.1.15. Dawn Brown - Elementary
- 6.1.1.1.16. Julie Dunkelberger - Elementary
- 6.1.1.1.17. Shelby DeMity - Elementary
- 6.1.1.1.18. Rennee Crofoot - Elementary Special Education 12:1:1
- 6.1.1.1.19. Ashley Skorusa - Elementary Special Education 12:1:3

6.1.1.2. Appoint the following as 2018 Summer School Substitute Instructors:

- 6.1.1.2.1. Patricia McCann
- 6.1.1.2.2. Jennifer Maloney
- 6.1.1.2.3. Karen Thompson
- 6.1.1.2.4. Gayle Cappelluti

6.1.1.3. Pursuant to Section 3012 of the Education Law and in compliance with Part 30.3 of the Rules of the Board of Regents to appoint Enaw Elonge, of Ithaca, NY 14850, who holds Initial New York State Certification permitting her to teach Music PK-12 in the public schools of New York State, to the position of PK-6 Music Teacher in the Special Subjects (Music) tenure area for a probationary period of four years, to commence on August 27, 2018 and to expire on August 27, 2022 (unless extended in accordance with the law). This expiration date is tentative and conditional only.

Except to the extent required by the applicable provision of Section 3012-3 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time; and that Enaw Elonge during her first year of this

appointment be paid at the annual salary as outlined in the agreement between the Dundee Teachers' Association and the Board of Education, dated July 1, 2017, as being the salary for a teacher on Step 1 of the current agreement plus any hours or degrees.

Moved:

Seconded:

Approved/Defeated:

6.2. Resolutions in Regards to Support Staff.

6.2.1. To act upon the recommendation of the Superintendent to approve the following personnel issues:

6.2.1.1. Approve the reclassification of permanent, competitive 12-month Office Assistant I position at the PK-6 level to permanent, competitive 10-month Office Assistant I position for reasons of economy and efficiency. The current incumbent in this position is the least senior employee.

6.2.1.2. Appoint the following as 2018 Summer School Teacher Aides:

- 6.2.1.2.1. Patricia Gardner
- 6.2.1.2.2. Tracy Angle
- 6.2.1.2.3. Cindy Clark
- 6.2.1.2.4. Kathy Simmons
- 6.2.1.2.5. Carla Welsh
- 6.2.1.2.6. Ruth Burgess
- 6.2.1.2.7. Cynthia Jackson
- 6.2.1.2.8. Debra Bassett
- 6.2.1.2.9. Kimberly Cratsley
- 6.2.1.2.10. Amanda Hill
- 6.2.1.2.11. Cierra Riker
- 6.2.1.2.12. Kendra Hampton
- 6.2.1.2.13. Deserea Shriver
- 6.2.1.2.14. Amanda Pym
- 6.2.1.2.15. Mary Cummings
- 6.2.1.2.16. Deb Hathaway
- 6.2.1.2.17. Debra Conley

6.2.1.3. Appoint the following as 2018 Summer School LPNs:

- 6.2.1.3.1. Janet Elliot
- 6.2.1.3.2. Mary Cornish

6.2.1.4. Appoint the following as 2018 Summer School Bus Drivers:

- 6.2.1.4.1. Barbara Anderson
- 6.2.1.4.2. Debra Bassett
- 6.2.1.4.3. Nancy Clark
- 6.2.1.4.4. Joseph Crane
- 6.2.1.4.5. Linda Dawson
- 6.2.1.4.6. Patricia Empson
- 6.2.1.4.7. Andrew Howell

- Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_  
Approved/Defeated: \_\_\_\_\_

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_  
Approved/Defeated: \_\_\_\_\_

## 8.2. Announcements and Reports.

8.3. Other Items.

**9. TRANSPORTATION.**

9.1. Resolutions.

9.2. Announcements and Reports.

9.3. Other Items.

**10. EXECUTIVE SESSION.**

10.1. Discussion of matters leading to the employment, promotion, demotion, discipline, suspension or removal of a particular person.

Moved:

Seconded:

Approved/Defeated:

**11. ADJOURNMENT.**

11.1. A motion was offered to adjourn at \_\_\_\_\_pm.

Moved:

Seconded:

Approved/Defeated:

**Note:** Items added to the agenda after it was first distributed (i.e., addendum items) are highlighted in gray.