

REGULAR MEETING
December 10, 2018

REGULAR MEETING OF THE LITTLE FALLS CITY
SCHOOL DISTRICT BOARD OF EDUCATION HELD ON WEDNESDAY,
December 10, 2018 AT 6:00 P.M. IN THE BENTON HALL ACADEMY
AUDITORIUM, 15 PETRIE STREET, LITTLE FALLS, NY 13365.

MEMBERS PRESENT: Commissioners Coulson, Finkst, Hameister,
Jodway, Mendl, Palmer and Shepardson

MEMBERS ABSENT: None

LATE ARRIVALS: None

EARLY DEPARTURES: None

OTHERS PRESENT: Superintendent Dr. Keith T. Levatino, Director of
Technology/Business Operations Mr. Ashraf Allam, Director of Pupil
Personnel/School Safety Brian Coleman, Benton Hall Principal Mr. Joseph
Long, Middle School Principal Maria Lindsay, Administrative Intern
Jennifer Smith, and an audience of 3.

CALL TO ORDER

President Palmer called the meeting to order at 6:05 p.m.

PLEDGE OF ALLEGIANCE

President Palmer led the Commissioners and those present in the Pledge of
Allegiance.

AGENDA REVISIONS

None

COMMENTS FROM FLOOR

None

STUDENT REP. REPORT
REPORT

Student Representative Richard Baylor informed the Board that LF School
District had three varsity scholar athlete teams this fall and forty-one
athletes qualified individually this fall as scholar athletes. Art students
recently went to Kelly's Meat Market to display some art work and the
Middle School and High School have upcoming holiday concerts this week.

CONSENT AGENDA

Upon the recommendation of Superintendent Dr. Levatino,
Commissioner Shepardson made a motion the Board approve the following
agenda items:

- A. Approval of the Minutes of the Regular Meeting of November 14, 2018.
- B. Treasurer's Report
- C. Schedule of Claims

Seconded: Commissioner Hameister
Ayes All

Motion Carried

OTHER FINANCIAL
MATTERS

A. Upon the recommendation of Superintendent Dr. Levatino,
Commissioner Hameister made a motion the Board accept the resolution
granting President Palmer authority to sign the School Collector's Return to
County Treasurer of unpaid taxes.

Seconded: Commissioner Coulson
Ayes All

Motion Carried

SUPERINTENDENT'S
REPORT

Superintendent, Dr. Levatino advised the Board that after meeting with
the Language Department, they will continue with both Spanish and
French. They are working on incorporating French back into the 7th grade
curriculum and possibly even moving it to 6th grade. The biggest concern is
finding a new French teacher down the road after our current French

teacher retires. We will look into ways to recruit when the time comes, maybe even with some sort of “scholarship”.

Dr. Levatino also advised the Board that CSEA contract negotiations are set to begin right after the holidays.

Another topic that was discussed was the current crisis we have with students vaping and he updated the Board on how it is being handled.

Director of Technology/Business Operations, Mr. Ashraf Allam gave the Board a brief update on the Capital Project. The timeline is being moved up to accommodate safety submissions. Firewalls and barriers need to be put in. The design phase at this point is complete.

Our bus study is moving along. The first official meeting will take place this Wednesday, December 12th with the bus consultants.

The comptrollers audit has been going on and is almost complete. The Board will be briefed when it is finished.

Mr. Brian Coleman, Director of Pupil Personnel and Safety gave the Board a Special Education Report. The Special Education enrollment numbers continue to grow. We are currently seeking a Reading Specialist for K-2.

Benton Hall Academy Principal, Mr. Joe Long informed the Board that over the weekend some students and staff participated in Christmas in Little Falls. Benton Hall students participated in the Reindeer Run. The 4th and 5th graders will have their holiday concert on Thursday. On December 20th Santa will be at BHA for the Santa sing-a-long. A special thank you to Mrs. Young, Mr. Ciulla and Mr. Ortega for all of the hard work they put into getting the BHA Broadcast system up and running. Also, a special thank you to Chief Masi for his many years of service not only to our School District but also to the Community. He will be greatly missed and we wish him well on his retirement.

Middle School Principal, Maria Lindsay gave the Board a Curriculum K-8 update. They are focusing on content area using Next Gen. Standards. The committees are made up of four different groups, reading, writing,

Administrative Intern, Jennifer Smith gave a brief summary to the Board on what she has been working on. Three policies will be presented tonight for readings. She has three other policies currently under review with our lawyer. Forty-eight policies in total need to be reviewed. Ten have already been addressed.

She also informed the Board that the PE Run Club will be participating in the Reindeer Run and that the PTC and Little Falls Hospital have graciously donated t-shirts.

PRESIDENT’S REPORT

CSEA contract negotiations are set to begin after the holidays. We are continuing to address the crisis of Juuling/vaping in our school.

PERSONNEL INSTRUCTIONAL

APPOINTMENT
7TH GR. BOYS MODIFIED
BASKETBALL COACH
ADAM JODWAY

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Hameister made a motion to appoint Adam Jodway to the position of Boys Modified (7th grade) Basketball Coach with a salary as per Little Falls Teachers Association Contract.

Seconded by: Commissioner Coulson
Ayes All

Motion Carried

APPOINTMENT
8TH GR. BOYS MODIFIED
BASKETBALL COACH
JOSEPH MOROTTI

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Hameister made a motion to appoint Joseph Morotti to the position of Boys Modified (8th grade) Basketball Coach with a salary as per Little Falls Teachers Association Contract.

Seconded by: Commissioner Shepardson
Ayes All

Motion Carried

APPOINTMENT
ELA TEACHER
ANDREW CASULLO

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Hameister made a motion to appoint Andrew Casullo to the position of English Language Arts position in the High School with a salary as per LFTA contract.

Seconded by: Commissioner Shepardson
Ayes All

Motion Carried

MATERNITY LEAVE
REQUEST
KAITLYN CLIFFORD

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Hameister made a motion to accept the maternity leave request from Kaitlyn Clifford. Her expected due date is April 14, 2019. She expects to start her maternity leave around this date and remain out for the remainder of the 2018-19 school year.

Seconded by: Commissioner Coulson

NON-INSTRUCTIONAL APPOINTMENT

SUBSTITUTE FOOD
SERVICE WORKER
ANTONIA AVERY

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Coulson made a motion to appoint Antonia Avery as a substitute food service worker effective immediately with pay as per CSEA contract.

Seconded by: Commissioner Jodway
Ayes All

Motion Carried

RESIGNATION DUE TO
RETIREMENT
MICHELLE SCARANO

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Jodway made a motion to accept the resignation due to retirement from Michelle Scarano from her Food Service Helper position effective June 24, 2019.

Seconded by: Commissioner Hameister
Ayes All

Motion Carried

VOLUNTEER REQUEST
DONALD BAYLOR JR.

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Hameister made a motion to approve the volunteer request from Donald Baylor Jr. He will be volunteering as a book keeper for the boys' basketball team.

Seconded by: Commissioner Coulson
Ayes All

Motion Carried

OLD BUSINESS

None

NEW BUSINESS
CSE/CPSE
RECOMMENDATIONS

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Jodway made a motion to arrange for placement as per the recommendation of the Committee on Special Education as submitted.

Seconded by: Commissioner Hameister
Ayes All

Motion Carried

SUBSTITUTE LIST #4

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Hameister made a motion to approve the Substitute List #4 for the 2018-2019 school year as submitted.

Seconded by: Commissioner Jodway
Ayes All

Motion Carried

FIRST READING OF
POLICIES

Let the Minutes show the Second Reading of Policies:
Policy #7000 – Admission to School
Policy #7003 – Admission of Non-Resident Students

FINAL READING OF
POLICIES -#6400, 7001,
7001.1, 7001.2, 7100, 7102,
7102.1, 7102.2, 7102.3

Let the Minutes show the final reading of Policy:
#6400 – Fingerprinting and Criminal History Record –Checks for
Prospective Employees
#7001 – Education of Homeless Children
#7001.1 – Procedures for Achieving Education of Homeless Children
#7001.2 - Designation of School District of Attendance for a Homeless
Child
#7100 – Student Health Examinations
#7102 – Student Medications
#7102.1 – Parent and Prescriber’s Authorization for Administration of
Medication in School
#7102.2 – Parent/Guardian Authorization of Another Adult for
Administration of Medication
#7102.3 – Self-Medication Permission Form

ADOPTION OF
POLICY 5200

Upon the recommendation of Superintendent Dr. Levatino,
Commissioner Hameister made a motion to adopt the following policies
with an adoption date of December 10, 2018:

#6400 – Fingerprinting and Criminal History Record –Checks for
Prospective Employees
#7001 – Education of Homeless Children
#7001.1 – Procedures for Achieving Education of Homeless Children
#7001.2 - Designation of School District of Attendance for a Homeless
Child
#7100 – Student Health Examinations
#7102 – Student Medications
#7102.1 – Parent and Prescriber’s Authorization for Administration of
Medication in School
#7102.2 – Parent/Guardian Authorization of Another Adult for
Administration of Medication
#7102.3 – Self-Medication Permission Form

Seconded by: Commissioner Jodway
Ayes All

Motion Carried

Upon the recommendation of Superintendent Dr. Levatino,
Commissioner Hameister made a motion to approve the Resolution for
Employees Standard Work Day:
Assistant Cook – Standard Work Day = 7 hours
Building Maintenance Worker – Standard Work Day = 8 hours

Seconded by: Commissioner Jodway
Ayes All

Motion Carried

INFORMATION AND
PROPOSALS

A. Communications
1. Herkimer County BOCES Minutes

EXECUTIVE SESSION

At 7:12 p.m. Commissioner Jodway made a motion the Board go into executive session to discuss the medical, financial, credit or employment history of a particular person or corporation or matters leading to the appointment, employment, promotion, demotion, resignation, discipline, suspension or removal of a particular person or corporation.

Seconded by: Commissioner Shepardson
Ayes All

Motion Carried

RETURN TO
REGULAR SESSION

At 8:07 p.m. Commissioner Hameister made a motion the Board return to Regular Session.

Seconded by: Commissioner Shepardson

Ayes All

Motion Carried

FUTURE BUSINESS
AND MEETINGS:

Regular Meeting: Wednesday, January 9, 2019 – 6:00 p.m.
BHA Library

ADJOURNMENT

With no further business at hand, Commissioner Hameister moved to adjourn the meeting.

Seconded: Commissioner Jodway
Ayes All

Motion Carried

The meeting was adjourned at 8:08 p.m.

Clerk