

REGULAR MEETING
February 13, 2019

REGULAR MEETING OF THE LITTLE FALLS CITY
SCHOOL DISTRICT BOARD OF EDUCATION HELD ON WEDNESDAY,
FEBRUARY 13, 2019 AT 6:00 P.M. IN THE BENTON HALL ACADEMY
LIBRARY, 15 PETRIE STREET, LITTLE FALLS, NY 13365.

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

MEMBERS ABSENT: Commissioner Jodway

LATE ARRIVALS: None

EARLY DEPARTURES: Commissioner Hameister

OTHERS PRESENT: Superintendent Dr. Keith T. Levatino, Director of
Technology/Business Operations Mr. Ashraf Allam, Sandy Sherwood,
Herkimer BOCES, Jodie Rodriguez, Herkimer BOCES, Amy Osborne,
Natalie Nolan and an audience of 2.

CALL TO ORDER

President Palmer called the meeting to order at 6:16 p.m.

PLEDGE OF ALLEGIANCE

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

AGENDA REVISIONS

None

COMMENTS FROM FLOOR

Jessica Kelly addressed the Board expressing her concerns regarding a
Teacher Aide instructing her daughter during class time. She believes the
school should be searching for qualified instructors to teach accelerated
children. She would like to see a policy in place for how many technology
minutes are allowed in the classroom each day.

Natalie Nolan sang a song from the upcoming musical for the Board. She
did an outstanding job.

Sandy Sherwood and Jodie Rodriguez from Herkimer BOCES went over the
2019-2020 Proposed Administrative and Capital Budgets.

STUDENT REP. REPORT
REPORT

None

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 January 9, 2019.
- B. Treasurer's Report
- C. Schedule of Claims

Seconded: Commissioner Coulson
Ayes All

Motion Carried

OTHER FINANCIAL
MATTERS

None

SUPERINTENDENT'S
REPORT

We will be adding a Building and Grounds Committee going forward with
the Capital Project. Committee members are Frank Mendl and Barbara
Palmer with Tracy Coulson designated as the alternate.

PRESIDENT'S REPORT

None

PERSONNEL INSTRUCTIONAL

RESIGNATION

DUE TO RETIREMENT

MARY JO MORRISSEY

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Shepardson made a motion to accept the resignation from Mary Jo Morrissey from her teaching position effective June 27, 2019.

Seconded by: Commissioner Coulson

Ayes All

Motion Carried

RESIGNATION

DUE TO RETIREMENT

PAMELA MUNGER

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Shepardson made a motion to accept the resignation from Pamela Munger from her teaching position effective June 30, 2019.

Seconded by: Commissioner Coulson

Ayes All

Motion Carried

RESIGNATION

DUE TO RETIREMENT

SUZANNE BLADEK

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Shepardson made a motion to accept the resignation from Suzanne Bladek from her teaching position effective April 28, 2019.

Seconded by: Commissioner Finkst

Ayes All

Motion Carried

ABOLISH TEACHER ON
SPECIAL ASSIGNMENT
LIBRARY MEDIA
SPECIALIST

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Shepardson made a motion to abolish the position of Teacher on Special Assignment, Library Media Specialist currently held by Tracy Young effective immediately.

Seconded by: Commissioner Finkst

Ayes All

Motion Carried

ESTABLISH
ENGINEERING BY DESIGN/
STEAM TEACHER AT BHA

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Coulson made a motion to establish an Engineering by Design/STEAM Teacher position at BHA effective immediately with a salary as per LFTA contract.

Seconded by: Commissioner Shepardson

Ayes All

Motion Carried

LONG TERM SUBSTITUTE
NATALIE POWERS

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Shepardson made a motion to appoint Natalie Powers as a long-term substitute for our BHA Social Worker while she is out on maternity leave. Miss Powers will start April 7, 2019 with a salary as per LFTA contract.

Seconded by: Commissioner Finkst

Ayes All

Motion Carried

SPRING COACHING
APPOINTMENTS

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Shepardson made a motion to appoint spring coaching positions as submitted with a salary as per LFTA contract.

Seconded by: Commissioner Coulson

Ayes All

Motion Carried

READING SPECIALIST
PROBATIONARY TEACHER
RACHEL POTENSKI

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Shepardson made a motion to appoint Rachel Potenski to the three-year probationary Reading Specialist position at BHA effective March 14, 2019 on Step 5 of the LFTA contract.

Seconded by: Commissioner Finkst

Ayes All

Motion Carried

NON-INSTRUCTIONAL APPOINTMENT

APPOINT FOOD SERVICE
HELPER
RACHAEL RANDALL

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Shepardson made a motion to appoint Rachael Randall to the 36.25 hours, 10-months position as Food Service Helper at the Middle/High School effective September 1, 2019 with a salary as per CSEA contract.

Seconded by: Commissioner Coulson
Ayes All

Motion Carried

MORNING DOOR DUTY
MONITOR
CYNTHIA OTRUPCAK

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Shepardson made a motion to appoint Cynthia Otrupcak to the a.m. door duty position from 7-8 a.m. each day school is in session effective February 26, 2019 with a salary as per CSEA contract.

Seconded by: Commissioner Finkst
Ayes All

Motion Carried

OLD BUSINESS

None

NEW BUSINESS
CSE/CPSE
RECOMMENDATIONS

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

Seconded by: Commissioner Shepardson
Ayes All

Motion Carried

SUBSTITUTE LIST #5

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Shepardson made a motion to approve the Substitute List #5 for the 2018-2019 school year as submitted.

Seconded by: Commissioner Finkst
Ayes All

Motion Carried

FIRST READING OF
POLICIES

Let the Minutes show the First Reading of Policies:
#7002 – Determination of Student Residency
#7002.1 – Regulation/LFCSD Parent Affidavit
#7002.2 – Regulation/LFCSD Student Affidavit of Emancipation
#7004 – Student Dismissal
#7005 – Released Time for Religious Instruction
#7600 – Providing a Safe Public School Choice to Students Who Have Been Victims of a Violent Criminal Offense

SECOND READING OF
POLICIES

Let the Minutes show the second reading of Policies:
#0015 – Equal Opportunity and Prohibition of Discrimination and Harassment (Including Sexual Harassment)
#0015.1 – Report of Possible Harassment, Bullying or Discrimination
#6300 – Appointment of Athletic Coaches
#6401 – Drug and Alcohol Testing (Transportation)
#6401.1 – Acknowledgement, Authorization and Consent Form For Drug and Alcohol Testing

FACILITY USE REQUEST
LARRY SARGEANT

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Finkst made a motion to approve the facility use request from Larry Sargeant for the Annual Musical Scholarship Fundraiser as submitted.

Seconded by: Commissioner Coulson
Ayes All

Motion Carried

FIELD TRIP REQUEST
DRAMA CLUB

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Shepardson made a motion to approve the Drama Club's request to take a trip to NY on Thursday, May 23, 2019 with the understanding that the Board reserves the right to cancel the trip if world events so dictate.

Seconded by: Commissioner Coulson
Ayes All

Motion Carried

INFORMATION AND
PROPOSALS

- A. Communications
1. Herkimer County BOCES Minutes
 2. BOCES Board to Board

EXECUTIVE SESSION

At 6:17 p.m. Commissioner Hameister 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 6:40 p.m. Commissioner Finkst made a motion the Board return to Regular Session.

Seconded by: Commissioner Coulson
Ayes All

Motion Carried

FUTURE BUSINESS
AND MEETINGS:

Regular Meeting: Wednesday, March 13, 2019 – 6:00 p.m.
BHA Library

ADJOURNMENT

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

Seconded: Commissioner Coulson
Ayes All

Motion Carried

The meeting was adjourned at 7:40 p.m.

Clerk