

REGULAR MEETING  
April 10, 2019

REGULAR MEETING OF THE LITTLE FALLS CITY  
SCHOOL DISTRICT BOARD OF EDUCATION HELD ON WEDNESDAY,  
APRIL 10, 2019 AT 6:00 P.M. IN THE BENTON HALL ACADEMY  
LIBRARY, 15 PETRIE STREET, LITTLE FALLS, NY 13365.

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

MEMBERS ABSENT: Commissioner Finkst

LATE ARRIVALS: None

EARLY DEPARTURES: None

OTHERS PRESENT: Superintendent Dr. Keith T. Levatino, Director of  
Technology/Business Operations Mr. Ashraf Allam, Assistant  
Superintendent Mr. Bart Tooley, Benton Hall Academy Principal Mr. Joe  
Long, Director of Pupil Personnel/School Safety Mr. Brian Coleman,  
Director of Facilities Mr. Michael Kelly and an audience of 9.

CALL TO ORDER

President Palmer called the meeting to order at 6:14 p.m.

PLEDGE OF ALLEGIANCE

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

AGENDA REVISIONS

COMMENTS FROM FLOOR

Mrs. Jessica Kelly addressed the Board with her concerns about Teacher  
Assistants teaching gifted students and asked the Board to develop a policy  
limited the number of hours students are allowed to watch movies  
throughout the year.

Mrs. Kim Traut discussed a possible grant from United Way for early  
intervention services.

Robin from United Way discussed the R4K (Ready For Kindergarten)  
funding. We would be required to have a family school navigator to help  
with this. We should know by the end of June if we receive the grant. It  
would be a three year grant with the possibility of an additional two years  
after that.

STUDENT REP. REPORT  
REPORT

None

CONSENT AGENDA

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

- A. Approval of the Minutes of the Regular Meeting of March 13, 2019.
- B. Treasurer's Report
- C. Schedule of Claims

Seconded: Commissioner Jodway  
Ayes All

Motion Carried

OTHER FINANCIAL  
MATTERS

None

**SUPERINTENDENT'S  
REPORT**

Mr. Ashraf Allam gave the Board a brief update on the Capital Project informing them that there were no issues to report. Core samples were being done over break. That was the last step in the surveying process.

Mr. Bart Tooley gave the Board some data regarding High School regents.

Mr. Mike Kelly informed the Board that his department was working on servicing winter equipment, outside cleanup and that National Grid was working on the lights.

**PRESIDENT'S REPORT**

None

**PERSONNEL INSTRUCTIONAL  
RESIGNATION  
SARAH HARRER**

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Shepardson made a motion to accept Sarah Harrer's resignation from her Teacher Assistant position effective April 22, 2019.

Seconded by: Commissioner Hameister  
Ayes All

Motion Carried

**MS LIBRARY  
TEACHER ASSISTANT  
VICKI TINKLER**

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Hameister made a motion to appoint Vicki Tinkler to the Middle School Library Teacher Assistant position effective April 22, 2019 at a salary as per LFTA.

Seconded by: Commissioner Shepardson  
Ayes All

Motion Carried

**ELEMENTARY TEACHER  
COURTNEY COUPE**

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Shepardson made a motion to appoint Courtney Coupe to the Elementary Teacher position with a four-year probationary period on Step 1, at a salary as per LFTA contract with an effective date of September 1, 2019.

Seconded by: Commissioner Jodway  
Ayes All

Motion Carried

**NON-INSTRUCTIONAL**

None

**OLD BUSINESS**

None

**NEW BUSINESS  
CSE/CPSE  
RECOMMENDATIONS**

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Hameister 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 #6**

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Hameister made a motion to approve substitute list #6 for the 2018-19 school year as submitted.

**FIRST READING OF  
POLICIES**

Let the Minutes show the second reading of policies:

#0010 – Code of Ethics For All District Personnel

#0020 – Drug-Free Workplace Policy

#0021 – Tobacco, Nicotine and E-Cigarette Use Prohibited

#1101 – Records Management

#1101.1 – Public Access to Records

#3001 – Renumber/Revise 3200 – General Principles of Admin.  
Operations

#3002 – Renumber/Revise 3410 – Annual Report

#3100 – Renumber/Revise 3111, 3120 – Superintendent of Schools  
 #3101 – Renumber/Revise 3250, 3250.1 – Principals  
 #4501 – General Procurement Standards  
 #5400 – Idling Prohibition For Buses and Other School Vehicles  
 #6300.2 – Notice of Eligibility and Rights & Responsibilities (Family & Medical Leave Act)  
 #6300.3 – Certification of Health Care Provider for Employee’s Serious Health Condition (Family & Medical Leave Act)  
 #6300.4 – Certification of Qualifying Exigency for Military Family Leave (Family & Medical Leave Act)  
 #6300.5 – Certification of Health Care Provider for Family Member’s Serious Health Condition (Family & Medical Leave Act)  
 #7006 – Student Attendance  
 #7103 – Student Alcohol and Drug Abuse  
 #7104 – Pediculosis

THIRD READING OF  
POLICIES

Let the Minutes show the third 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

ADOPTION OF POLICIES

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Jodway made a motion to adopt the following 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

FACILITY USE REQUEST  
MVCA

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Hameister made a motion to approve the request from Jean Smith on behalf of the MVCA for the use of the auditorium on June 3<sup>rd</sup> and June 4<sup>th</sup>, 2019 as submitted.

Seconded by: Commissioner Jodway  
 Ayes All

Motion Carried

FACILITY USE REQUEST  
MOHAWK VALLEY NFL  
FLAG LEAGUE

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Hameister made a motion to approve the request from Jim Dooley on behalf of the 2019 Mohawk Valley NFL Flag League for permission to practice on the High School/Middle School athletic fields as submitted.

Seconded by: Commissioner Jodway  
 Ayes All

Motion Carried

CREATION OF NEW  
BUS STOP

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Hameister made a motion to approve the creation of a new Regular bus stop at the intersection of Monroe St. and William St. to facilitate student transfer.

A brief discussion was held.

Seconded by: Commissioner Jodway  
Ayes All

Motion Carried

INFORMATION AND  
PROPOSALS

A. Communications  
1. Herkimer County BOCES Minutes

EXECUTIVE SESSION

At 7:25 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 Coulson  
Ayes All

Motion Carried

RETURN TO  
REGULAR SESSION

At 8:06 p.m. Commissioner Jodway made a motion the Board return to Regular Session.

Seconded by: Commissioner Shepardson  
Ayes All

Motion Carried

FUTURE BUSINESS  
AND MEETINGS:

Special Meeting: Budget workshop – Thursday, April 25, 2019 at 6 p.m.  
BHA Library

Regular Meeting: Wednesday, May 8, 2019 at 6 p.m.  
BHA Library

ADJOURNMENT

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

Seconded: Commissioner Mendl  
Ayes All

Motion Carried

The meeting was adjourned at 8:07 p.m.

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Clerk