

REGULAR MEETING  
December 18, 2019

REGULAR MEETING OF THE LITTLE FALLS CITY  
SCHOOL DISTRICT BOARD OF EDUCATION HELD ON WEDNESDAY,  
December 18, 2019 AT 6:00 P.M. IN THE BHA LIBRARY, 15 PETRIE ST.  
LITTLE FALLS, NY 13365.

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

MEMBERS ABSENT: Commissioner Palmer

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, Director of Pupil Personnel/School Safety  
Mr. Brian Coleman, Director of Facilities Mr. Mike Kelly, BHA Principal  
Mr. Joe Long, High School Principal Mrs. Leeann Dooley, Middle School  
Principal Mrs. Maria Lindsay, Michelle Gaspa, Mr. Jim Graham from  
Synthesis and Mr. Jim Fawcett from Beebe, and an audience of audience of  
2.

CALL TO ORDER

President Hameister called the meeting to order at 6:00 pm.

PLEDGE OF ALLEGIANCE

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

COMMENTS FROM FLOOR

Mr. Thayer addressed the school bus problem with the Board. Claims  
students are sitting 3 in a seat and that buses are late to school. Morning is  
not bad but was bad today. Need to look at size of bus.

STUDENT REP. REPORT  
REPORT

None

AGENDA REVISIONS

None

CONSENT AGENDA

Upon the recommendation of Superintendent Dr. Levatino,  
Commissioner Jodway made a motion the Board approve the following  
agenda items:  
A. Approval of the Minutes of the Regular Meeting of November 13, 2019  
B. Treasurer's Report  
C. Schedule of Claims

Seconded: Commissioner Shepardson  
Ayes All

Motion Carried

OTHER FINANCIAL  
MATTERS

A. Upon the recommendation of Superintendent Dr. Levatino,  
Commissioner Coulson made a motion to authorize the Superintendent to  
enter into an agreement for the SRO contract between the Little Falls City  
School District and the City of Little Falls.

Seconded: Commissioner Finkst  
Ayes All

Motion Carried

B. Upon the recommendation of Superintendent Dr. Levatino,  
Commissioner Jodway made a motion the Board approve the resolution of  
the tax collectors report as stated below:

It is hereby "RESOLVED, That Kristine Hameister, the President of the  
Board of Education of the Little Falls City School District, in the City of  
Little Falls, County of Herkimer, NY, be and she hereby is authorized,  
empowered and directed to sign on behalf of said Board of Education of

said District the Certificate of the Board of Education of said district attached to the "School collector's Return to county Treasurer" of unpaid taxes of said District, which return is for the unpaid taxes assessed upon the lands in said District In the tax list made out and delivered to the Collector on the 21<sup>st</sup> day of August, 2019, and which return is dated and made on the 1<sup>st</sup> day of November, 2019.

Seconded: Commissioner Shepardson  
Ayes All

Motion Carried

C. Resolved the Board approve the following Sealed Bid Awards for the Capital Project:

1. Upon the recommendation of Superintendent Dr. Levatino, Commissioner Jodway made a motion the Board award the General Construction contract to LeChase Construction Services, LLC in the amount of \$13,110,000.00.

Seconded: Commissioner Shepardson  
Ayes All

Motion Carried

2. Upon the recommendation of Superintendent Dr. Levatino, Commissioner Jodway made a motion the Board approve Window Replacement awarded to Utica Glass Company in the amount of \$1,321,000.00.

Seconded: Commissioner Coulson  
Ayes All

Motion Carried

3. Upon the recommendation of Superintendent Dr. Levatino, Commissioner Jodway made a motion the Board approve Food Service Equipment is awarded to Main Ford in the amount of \$450,000.00.

Seconded: Commissioner Shepardson  
Ayes All

Motion Carried

4. Upon the recommendation of Superintendent Dr. Levatino, Commissioner Jodway made a motion the Board approve Chimney Reconstruction is awarded to International Chimney in the amount of \$296,000.00.

Seconded: Commissioner Shepardson  
Ayes All

Motion Carried

5. Upon the recommendation of Superintendent Dr. Levatino, Commissioner Jodway made a motion the Board approve Plumbing/Sprinkler Construction is awarded to H.J. Brandeles Corporation in the amount of \$749,000.00.

Seconded: Commissioner Coulson  
Ayes All

Motion Carried

6. Upon the recommendation of Superintendent Dr. Levatino, Commissioner Jodway made a motion the Board approve HVAC Construction is awarded to H.J. Brandeles Corporation in the amount of \$5,554,000.00.

Seconded: Commissioner Shepardson  
Ayes All

Motion Carried

7. Upon the recommendation of Superintendent Dr. Levatino, Commissioner Jodway made a motion the Board approve Electrical Construction is awarded to Kasselmann Electrical in the amount of \$3,560,529.00.

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|   | <p>Seconded: Commissioner Finkst<br/>Ayes All</p> <p>Motion Carried</p>  |
|   | <p>8. Upon the recommendation of Superintendent Dr. Levatino, Commissioner Jodway made a motion the Board approve Sports Field Lighting is awarded to Stilsing Electric in the amount of \$487,100.00.</p> <p>Seconded: Commissioner Shepardson<br/>Ayes All</p> <p>Motion Carried</p>   |
| SUPERINTENDENT'S REPORT   | <p>We will be forming a Special Ed Committee and Tracy Coulson will be put on this committee with Christine Shepardson as an alternate member.</p>   |
| PRESIDENT'S REPORT  |  |
| PERSONNEL<br>INSTRUCTIONAL<br>MATERNITY LEAVE<br>NATALIE POWERS             | <p>Upon the recommendation of Superintendent Dr. Levatino, Commissioner Coulson made a motion to approve the maternity leave request from Natalie Powers effective on or around May 20, 2019 with an anticipated return date of September 2020.</p> <p>Seconded by: Commissioner Jodway<br/>Ayes All</p> <p>Motion Carried</p> |
| CLASS CO-ADVISOR<br>CLASS OF 2023<br>LISA WATSON                            | <p>Upon the recommendation of Superintendent Dr. Levatino, Commissioner Jodway made a motion to appoint Lisa Watson as the Class Co-Advisor for the Class of 2023 with a stipend as per LFTA contract.</p> <p>Seconded by: Commissioner Coulson<br/>Ayes All</p> <p>Motion Carried</p>   |
| TENURE APPOINTMENT<br>NICOLE CRANDALL                                       | <p>Upon the recommendation of Superintendent Dr. Levatino, Commissioner Jodway made a motion to grant a tenure appointment to Nicole Crandall in the area of Math with an effective date of September 1, 2019.</p> <p>Seconded by: Commissioner Finkst<br/>Ayes All</p> <p>Motion Carried</p>                                  |
| LONG-TERM SUB<br>APPOINTMENT<br>HEATHER TRUESDELL                           | <p>Upon the recommendation of Superintendent Dr. Levatino, Commissioner Coulson made a motion to appoint Heather Truesdell to the long-term substitute position for the 2<sup>nd</sup> grade effective December 2019 through February 2020.</p> <p>Seconded: Commissioner Shepardson<br/>Ayes All</p> <p>Motion Carried</p>    |
| PERSONNEL<br>NON-INSTRUCTIONAL<br>APPOINTMENT<br>CLEANER<br>STEVEN BARRIGER | <p>Upon the recommendation of Superintendent Dr. Levatino, Commissioner Shepardson made a motion to appoint Steven Barriger to the 40 hours per Cleaner position at the MS/HS effective December 19, 2019 with a salary as per CSEA contract.</p> <p>Seconded by: Commissioner Jodway<br/>Ayes All</p> <p>Motion Carried</p>   |

APPOINTMENT  
MORNING CAFETERIA  
LISA WATSON

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Jodway made a motion to appoint Lisa Watson to the 2.5 hours per week morning cafeteria monitor position at the Middle School effective December 19, 2019 with a salary as per CSEA contract.

Seconded: Commissioner Shepardson  
Ayes All

Motion Carried

APPOINTMENT  
LUNCH MONITOR  
PATIENCE HERRINGSHAW

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Jodway made a motion to appoint Patience Herringshaw to the 12.5 hours per week lunch monitor position at the Middle School effective December 19, 2019 with a salary as per CSEA contract.

Seconded: Commissioner Shepardson  
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 Shepardson  
Ayes All

Motion Carried

SUBSTITUTE LIST #4

Upon the recommendation of Superintendent Dr. Levatino, Commissioner Jodway made a motion to approve the substitute list #4 as submitted for the 2019-20 school year.

Seconded by: Commissioner Shepardson  
Ayes All

Motion Carried

SECOND READING OF  
POLICIES

Let the Minutes show the second reading of policies:  
8300 – Response to Intervention  
8503 – Independent Educational Evaluations

THIRD READING OF  
POLICIES:

Let the Minutes show the third reading of policies:  
3102 – Assistant Superintendent for Instruction  
3103 – Director of Athletics  
4400 – Audit Committee  
4401 – Annual Audit  
4402 – Auditing Claim  
4501 – General Procurement Standards  
4502 – Competitive Bidding  
4503 – Non-Bid Purchasing  
4503.1 – Procurement of Goods and Services Quote Form (Supt. Approval 6/10/19)  
4504 – Sale of Surplus Property  
4601 – Use of District Credit Card  
4602 – Use of District Owned Cell Phones  
4700 – Gifts and Donations from the Public  
4701 – Solicitation of Charitable Donations from School Children  
5001 – District Wide Safety Plans and Building Level Emergency Response Plans  
7303 – Concussion Management

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|-------------------------------|---|----------------|
| ADOPTION OF POLICIES:         | <p>Upon the recommendation of Superintendent Dr. Levatino, Commissioner Jodway made a motion to adopt the following policies:</p> <p>3102 – Assistant Superintendent for Instruction<br/> 3103 – Director of Athletics<br/> 4400 – Audit Committee<br/> 4401 – Annual Audit<br/> 4402 – Auditing Claim<br/> 4501 – General Procurement Standards<br/> 4502 – Competitive Bidding<br/> 4503 – Non-Bid Purchasing<br/> 4503.1 – Procurement of Goods and Services Quote Form (Supt. Approval 6/10/19)<br/> 4504 – Sale of Surplus Property<br/> 4601 – Use of District Credit Card<br/> 4602 – Use of District Owned Cell Phones<br/> 4700 – Gifts and Donations from the Public<br/> 4701 – Solicitation of Charitable Donations from School Children<br/> 5001 – District Wide Safety Plans and Building Level Emergency Response Plans<br/> 7303 – Concussion Management</p> <p>Seconded by: Commissioner Shepardson<br/> Ayes All</p> | Motion Carried |
| INFORMATION AND PROPOSALS     | None  |                |
| EXECUTIVE SESSION             | <p>At 7:07 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.</p> <p>Seconded by: Commissioner Mendl<br/> Ayes All</p>  | Motion Carried |
| RETURN TO REGULAR SESSION     | <p>At 8:16 p.m. Commissioner Jodway made a motion the Board return to Regular Session.</p> <p>Seconded by: Commissioner Coulson<br/> Ayes All</p>   | Motion Carried |
| FUTURE BUSINESS AND MEETINGS: | <p>Regular Meeting:<br/> January 8, 2020 at 6 p.m. in the BHA Library</p>   |                |
| ADJOURNMENT                   | <p>With no further business at hand, Commissioner Jodway moved to adjourn the meeting.</p> <p>Seconded: Commissioner Coulson<br/> Ayes All</p>  | Motion Carried |
|                               | <p>The meeting was adjourned at 8:16 p.m.</p>   |                |

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Clerk