

**Thousand Islands Central School
Minutes of Organizational/Regular Meeting – MS/HS Library
Board of Education
Tuesday, July 6, 2021**



Present: Erik Swenson Erin Churchill
Bruce Mason Carolyn Delaney
Jennifer Bach Sarah Riddoch
Jolene Radley Tim (Tucker) Wiley

Also present: Michael Bashaw, Jr., Superintendent Andrea Lomber, Executive Principal, Grades 6-12
Angela Picunas, Business Manager Joe Folino, Assistant Principal/Athletic Director
Kenny Garnsey, Director of Facilities Lisa Freitag, Principal, Guardino Elementary
Chelsea Nohle, Principal, Cape Vincent Elementary

Absent: Shawn Cherchio

Superintendent Bashaw called the meeting to order at 6:02 p.m. and led the group in the Pledge of Allegiance.

Administration of Oaths:

The Oath of Faithful Performance in Office was administered to elected Board Members, Erik Swenson and Carolyn Delaney, and to Superintendent Bashaw.

Election and Appointment of Officers:

Nominations were accepted for President: Motion by Tucker Wiley to nominate Erik Swenson, second by Carolyn Delaney. No motion to close as no others were nominated. Vote was taken; Erik Swenson abstained; all voting aye. Erik Swenson was elected President. **7:0:1**

Nominations were accepted for Vice-President: Motion by Tucker Wiley to nominate Carolyn Delaney, second by Erin Churchill. No motion to close as no others were nominated. Vote was taken; Carolyn Delaney abstained; all voting aye. Carolyn Delaney was elected Vice-President. **7:0:1**

President Swenson took over the meeting.

Motion by Carolyn Delaney, second by Erin Churchill, to appoint Jolene Radley as Clerk of the Board. Vote was taken; Jolene Radley abstained; all voting aye. **7:0:1**

Oath of Faithful Performance in Office administered to newly elected officers, President Swenson, Vice-President Delaney, and Clerk Radley.

Presentations:

Mike Ingerson of BCA Construction Managers, Mike Frisina of Ashley-McGraw Architects, and Ben Maslona of Fiscal Advisors all spoke regarding a proposed capital project of \$15,000,000 to address issues at Middle School/High School, Guardino Elementary, and Cape Vincent Elementary based on the building condition survey performed in March, 2021. The MS/HS has the most needs, totaling \$11.4 million. The work would include sidewalk replacement, new pavement, septic upgrade, metal panel replacement, concrete stair repair, remaining window replacements, kitchen/cafeteria/auditorium renovations, library renovations, and masonry repointing. Upgrades also need to be made to the ventilation system, exhaust/HVAC, gas system shutoffs, electrical gear, public address system, lighting systems, parking lot lighting, and exit signing. At Guardino Elementary, the highest priorities include pavement replacement, entry granite stair repair, concrete ramp repair, playground stair replacement, boiler railing replacement, concrete sidewalk repair, and masonry repointing, as well as upgrades to the various ventilation systems, lighting systems, parking lot lighting, and exit signing. Similar improvements are also needed at Cape Vincent Elementary. The optimal time to vote on the project would be between December, 2021 and March, 2022 to allow 9-11 months for design and submission of drawings to NYSED by December, 2022.

Appointments:

Motion by Tucker Wiley, second by Sarah Riddoch, to approve the following:

- Appointment of Angela Picunas as District Treasurer and Appointment of Christine Holloway as Deputy Treasurer in the absence of the Treasurer with responsibilities including the authorization for signatures on checks.
- Appointment of Karen Bourcy as Tax Collector for the 2021-22 school year with salary increase of 3%.

Discussion was held regarding increase in tax collector’s salary. Vote was taken; all voting aye.

8:0

Administration of Oath for Treasurer, Angela Picunas.

Other Appointments:

Motion by Jenny Bach, second by Sarah Riddoch, to approve the following:

Be it Resolved that the Thousand Islands CSD hereby authorizes:

- Appointment of Jefferson-Lewis BOCES and Ferrara Fiorenza, PC, as School Attorneys to provide legal services.
- Appointment of Dr. Jack D. Rush as School Physician and designation of the office of Samaritan Family Health Center, IMEC, LLC, and Occupational Medicine to provide medical services.
- Appointment of Bowers & Company, CPAs as External Auditors.
- Appointment of Leha Hoycecki as Internal Claims Auditor at \$20.50 per hour.
- Appointment of Christine Holloway as Treasurer’s Account Clerk.
- Appointment of Angela Picunas as Records Access Officer.
- Appointment of Angela Picunas as Records Management Officer.
- Appointment of Kenny Garnsey as Asbestos LEA Designee.
- Appointment of Angela Picunas as the Designated Representative for Public Law 874 Federal Impact Aid
- Appointment of Angela Picunas as the School Pesticide Representative.
- Appointment of Superintendent Michael F. Bashaw, Jr. as Chief Emergency Officer.
- Appointment of Angela Picunas and Superintendent Michael F. Bashaw, Jr. as Reviewing Officials, Hearing Officials, and Verification Officials for participation in the Federal Child Nutrition Program.
- Appointment of Attendance Officers as follows: Lorraine Bourcy-Ward - Guardino Elementary; Elizabeth Mason – Cape Vincent Elementary; Christina Parker – Middle and High School.
- Appointment of Michael F. Bashaw, Jr., Superintendent, as Title II, Title IX, and Section 504 Compliance Officer.
- Appointment of Michael F. Bashaw, Jr., Superintendent, as the Civil Rights Compliance Officer and Coordinator for the following areas: Title VI - Sex, Race, Color, and National origin.
- Appointment of Michael F. Bashaw, Jr., Superintendent, and Jon Benner, Network Administrator, as Data Security Officers.
- Appointment of Building Principals as Dignity for All Students Act (DASA) coordinators.

After no discussion, vote was taken; all voting aye.

8:0

Motion by Erin Churchill, second by Jenny Bach, to approve the following:

- Appointment of Board of Education Committees – Audit, Long Range Plan/Construction, Negotiations and Policy. Newly-elected Board member, Shawn Cherchio, will replace Brian Lantier on Audit Committee and Jenny Bach on Policy Committee. Jenny Bach will serve on the Negotiations Committee.
- Carolyn Delaney will serve as representative on the Jefferson-Lewis School Board Association’s Executive Committee.
- Erin Churchill will serve as Alternate Member on the Jefferson-Lewis School Board’s Executive Committee.
- Sarah Riddoch will serve as Legislative Liaison representative for the New York State School Boards Association.

Vote was taken; all voting aye.

8:0

Designations:

Motion by Jolene Radley, second by Carolyn Delaney, to approve the following designations:

- Bank depositories: Community Bank, Citizens Bank of Cape Vincent, and NY-Class.
- Official Newspaper: *Thousand Islands Sun*

Vote was taken; all voting aye.

8:0

Authorizations:

Motion by Sarah Riddoch, second by Erin Churchill, to approve the following:

- Authorization of Michael F. Bashaw, Jr., Superintendent, to apply for grants and aids (State and Federal).
- Establishment of the following petty cash funds and authorized receivers for those funds with a limit of \$25 per transaction:

Cape Vincent Elementary School	\$100.00	Chelsea Nohle
Guardino Elementary School	\$100.00	Lisa Freitag
Thousand Islands High/Middle/DO	\$100.00	Angela Picunas

Lunch Fund Petty Cash:

Cape Vincent Elementary School	\$10.00	Lynette Chapman
Guardino Elementary School	\$25.00	Lynette Chapman
High School/Middle School	\$40.00	Lynette Chapman

- Authorization of the District Treasurer and the Superintendent as the ones to invest school district funds in certificates of deposit; time deposit open accounts, and other investments authorized by law.
- Authorization of the Superintendent to certify and approve payrolls, conference and workshop attendance with expenses, act as purchasing agent, and make transfers between and within functional accounts up to \$10,000 each with documentation of such transfers presented to the Board of Education for information.
- Resolution to Authorize the District to make purchases on the basis of "Best Value," as indicated in NYS GML §103.
- Authorization of the Superintendent to hire staff temporarily pending Board of Education approval.
- Authorization of the Superintendent to interview, review, and recommend for hire people who will be placed on an approved Instructional Substitute List in accordance with Section 1709(16) and 2503(5) of the Education Law.
- Authorization of payment in advance of audit for public utility charges, postage, freight, conference and workshop registrations, room deposits, and orders requiring pre-payment.
- Authorize members of the Board of Education to attend conferences with expenses paid.
- Authorize Thousand Islands Central School District to continue participation in the Jefferson-Lewis, et al. Health Care Plan and Black River Valley Schools' Workers' Compensation Program.
- Appoint Michael F. Bashaw, Jr., Superintendent, as Designated Educational Official (DEO) under Chapter 181 of the Laws of 2000 Safe Schools against Violence in Education Act.
- Authorization of compensation for vote workers of \$125.00 for the entire voting timeframe.

Vote was taken; all voting aye.

8:0

Other Items:

Motion by Jolene Radley, second by Carolyn Delaney, to approve the following:

- Re-adoption of all existing Board of Education Policies that were in effect during the previous year.
- Annual review of Code of Conduct on School Property Policy 3410.
- Annual review of Investments Policy 5220.
- Annual review of Purchasing Policy 5410.
- Annual review of Code of Ethics for Board Members and all District Personnel Policy 6110.
- Annual review of Comprehensive Student Attendance Policy 7110.
- Annual review of Title I Parent and Family Engagement Policy 8260.
- Thousand Islands CSD District-Wide School Safety Plan.
- Professional Development Plan Statement of Certification.
- Mileage reimbursement rate as established by the IRS.
- Rotational Selection List of Impartial Hearing Officers as maintained on NYSED website.

- Appoint Board President as Designee to approve selected Impartial Hearing Officer as needed; Vice President as Alternate.
- Letters of Reasonable Assurance for Continued Employment (Unemployment Insurance).

Vote was taken; all voting aye.

8:0

Public Hearing:

Code of Conduct

District-Wide School Safety Plan

Business, Finance, and Property

Motion by Bruce Mason, second by Sarah Riddoch, to approve the following:

- Minutes of June 15, 2021 meeting.
- Board of Education meetings for 2021-22 school year.
- Treasurer’s Report and Statements of Savings for May, 2021.
- Cooperative Purchasing Agreement between St. Lawrence-Lewis BOCES and Thousand Islands CSD for the 2021-22 school year.
- Second reading and approval of revised policy § 5640, Smoking, Tobacco, and Cannabis (Marijuana) Use, as recommended by the Policy Committee.
- 2021-22 Policy Statement for Free and Reduced Price Meals or Free Milk.
- BOCES AS-7 Contract for 2020-21.

Vote was taken; all voting aye.

8:0

The Board acknowledged receipt of June 2021 Summary of Science Safety Concerns submitted by Edward Oliver, Chemical Hygiene Officer.

The Board acknowledged receipt of Warrants.

Personnel:

Motion by Tucker Wiley, second by Erin Churchill, to approve the following:

- Amendment to Superintendent’s Contract and salary increase.
- Resignation, for the purpose of retirement, of Thomas J. Augliano, High School Social Studies Teacher, with last date of employment June 25, 2021.
- Resignation of Joseph Folino, Assistant Principal and Athletic Director, with last date of employment July 21, 2021.
- Resignation, for the purpose of retirement, of Norma Calhoun, bus driver, with last date of employment December 31, 2021.
- Resignation, for the purpose of retirement, of Donna Russell, bus driver, with last date of employment December 31, 2021.
- Resignation, for the purpose of retirement, of Sally M. Bartlett, School Counselor, with last date of employment December 31, 2021.
- Appointment of Taylor Kieffer, 1.0 FTE Physical Education teacher, in the tenure area of Physical Education, at a salary of B, Step 1, benefits consistent with the TIEA contract, with a four-year probationary period effective September 1, 2021 to August 31, 2025 (tentative), pursuant to Education Law § 3012-c and § 2012-d – pending issuance of criminal clearance by the New York State Education Department.
- Appointment of Shannon Amo as Mentor 1st year for Taylor Kieffer for the 2021-22 school year, at a stipend per TIEA contract.
- Appointment of Shelby Brown as Mentor 2nd year for Tashua Natali for the 2021-22 school year, at a stipend per TIEA contract.
- Revise second year Mentor for Jacob LaClair, Physical Education teacher, replacing Zachary Meier with Liza Grover for the 2021-22 school year, at a stipend per TIEA contract.
- Appointment of coaches for the Fall 2021 sports season, at a stipend per TIEA contract:

Football: Head coach – Bernie Bernhardt (1)
 Assistant Coach – Connor Hajdasz (1)

- Appointment of Darlene S. Van Wie as substitute teacher for the 2021-22 school year.
- Appointment of Darlene S. Van Wie as High School Summer School Plato Coordinator from July 6 – July 27, 2021, at a compensation of \$75 per half day, with classes running from 8 – 11 a.m.
- Appointment of Bruce A. Matthews as substitute cleaner and acknowledgment of criminal clearance by the New York State Education Department.
- Appointment of Rosalie Wahl as substitute food service worker retroactive to June 1, 2021.
- Appointment of Chris Maphey, Summer Computer Technical Assistant, at \$21.40/hour per Hourly Compensation Schedule.
- Appointment of Extracurricular Coordinators and Advisors for 2021-22 school year, at a stipend per TIEA contract:

Chemical Hygiene – <i>Ed Oliver</i>
Extracurricular Treasurer – <i>Lisa Ingerson</i>
Educators Rising – <i>Debbie Babcock</i>
Varsity Club – <i>Suzanne Perkins</i>
Whiz Quiz Advisor - <i>Melissa Balk</i>
Stage Lighting/Sound Technician Coordinator – <i>Chris Maphey</i>
Mentor Teacher Coordinator – <i>Debbie Babcock</i>
Class Advisor 9th – <i>Sharon Nebbia</i>
Class Advisors 10th – <i>Nichole Badour/Katie Varga</i>
Class Advisor 11th – <i>Suzanne Perkins</i>
Class Advisors 12th – <i>Debbie Babcock/Ed Oliver</i>
National Honor Society – <i>Sharon Nebbia</i>
National Jr. Honor Society – <i>Shannon Bourcy</i>
Select Vocal Ensemble - <i>Kathryn Ingerson</i>
Musical Director/Producer - <i>Kathy Wiley</i>
Musical Pit Band Director - <i>Kathy Wiley</i>
Musical Vocal Director - <i>Kathy Wiley</i>
K-12 Music Coordinator – <i>Kathryn Ingerson</i>
Student Newspaper, Guardino Elem. – <i>Kelly Picunas</i>
Student Newspaper, CVES – <i>Shannon Connerton</i>
Student Newspaper MS – <i>Rhonda Spencer</i>
Drama Club Advisor/Director - <i>Sarah Benjamin</i>

Student Council Advisors, HS - <i>Kathy Hummel/Bobbi Nevala</i>
School Yearbook Manager - <i>Katie Varga</i>
School Yearbook Advisor - <i>Nichole Badour</i>
Video Yearbook Advisor - <i>Katie Varga</i>
Yearbook Advisor, MS – <i>Rhonda Spencer</i>
AFS Advisor - <i>Melissa Balk</i>
Art Club, HS - <i>Nichole Badour</i>
Art Club, MS - <i>Stephanie Martin</i>
International Club, MS – <i>Melinda Bechaz</i>
SADD Advisor - <i>Nichole Badour</i>
SAFE Advisor - <i>Lauren Piche</i>
Science Olympiad, HS - <i>Ed Oliver</i>
Science Olympiad, MS – <i>Barry Roesch/Tim Bashaw</i>
Ski Club - <i>Kathy Hummel/Chris Parker</i>
Subject Area Coordinators:
English 6-12 - <i>Genesis Scales</i>
Math 6-12 - <i>Debbie Babcock</i>
Science 6-12 - <i>Lisa Ingerson</i>
Social Studies 6-12 – <i>Mike Lonsbery</i>
Technology 6-12 - <i>Melissa Balk</i>
Foreign Language/Special Areas 612 - <i>Melinda Bechaz</i>

- Reappointment of Teaching, Non-Teaching substitutes, and Lifeguards.
- Appointment of the following stipends:

Building Check:	\$3,900	<i>Tom Docteur, Shannon Fox, Bill Savage</i>
Certified Pool Maintenance:	\$ 950	<i>Tom Docteur, Shannon Fox, Bill Savage</i>
Night Supervisors:	\$2,050	<i>Stacy Natali, Cindy Youngs</i>
CSE Stipend:	\$1,475	<i>Jessica Thompson</i>
Substitute Teacher Caller/Board Secretary:	\$6,200	<i>Shelly Norris</i>

Vote was taken; all voting aye.

8:0

The Board acknowledged receipt of criminal clearance of Christopher J. Henchy by the New York State Education Department.

Students and Programs:

Motion by Erin Churchill, second by Bruce Mason, to approve the following:

1. Recommendations by Committee on Special Education – enclosure.
2. Disposal of the following:
 - (94) 8th grade Social Studies textbooks, “America: History of Our Nation,” ISBN 0-13-202655-4

- (60) 8th grade Social Studies textbooks, “America: History of Our Nation,” by Prentice-Hall, ISBN 978-0-13-372559-9
- Keyboards:
 - 15050/000350
 - 15045/000339
 - 000341
 - 15041/000345
 - 15049

Vote was taken; all voting aye.

8:0

Superintendent’s Report:

- Superintendent Bashaw congratulated the Principals on the modified end-of-year celebrations.
- No guidance has been released as to masks/social distancing for summer school or for the fall.
- Discussion was held regarding the Sand Bay Campus’s 50th anniversary year. It was determined that this will actually be the 49th anniversary year.

Motion by Carolyn Delaney, second by Bruce Mason, for the Board to move into Executive Session to discuss various personnel issues. Vote was taken; all voting aye. The Board entered Executive Session at 7:44 p.m. **8:0**

Motion by Erin Churchill, second by Tucker Wiley, to reconvene. Vote was taken; all voting aye. **8:0**

Motion by Carolyn Delaney, second by Tucker Wiley, to adjourn. Vote was taken; all voting aye. **8:0**

President Swenson adjourned the meeting at 8:17 p.m.

Date

Clerk