



**Recommended Action:** "That the Board of Education appoint \_\_\_\_\_ as President for the 2020-2021 school year."

- b. Board of Education Vice President

**Recommended Action:** "That the Board of Education appoint \_\_\_\_\_ as Vice President for the 2020-2021 school year."

## 9. PERSONNEL APPOINTMENTS

- a. School Treasurer: Victoria Russell - Oath of office administered by the Board of Education President

**Recommended Action:** "That the Board of Education appoint Victoria Russell as School District Treasurer for the 2020-2021 school year at an annual salary of \$45,047."

- b. Deputy Treasurer: Brandy Harrington - Oath of office administered by the Board of Education President

**Recommended Action:** "That the Board of Education appoint Brandy Harrington as School District Deputy Treasurer for the 2020-2021 school year at an annual salary of \$31,662."

- c. Claims Auditor:

**Recommended Action:** "That the Board of Education appoint Margaret Polhironakis as Claims Auditor for the 2020-2021 school year, effective July 1, 2020, at an annual stipend of \$4,000 as presented."

- d. Deputy Claims Auditor:

**Recommended Action:** "That the Board of Education appoint Kyris Perry as Deputy Claims Auditor for the 2020-2021 school year, effective July 1, 2020, at an annual stipend of \$1,000 as presented."

## 10. OTHER APPOINTMENTS

**Recommended Action:** "That the Board of Education appoint, for the 2020-2021 school year..."

- a. Local School Attorneys: Stafford, Owens, Piller, Murnane,, Kelleher & Trombley PLLC, Plattsburgh, \$195.00 per hour plus disbursements.
- b. CSE/CPSE School Attorneys: Ferrara, Fiorenza, Larrison, Barrett & Reitz, P.C., \$90-215 per hour plus disbursements.
- c. School Physician: Hudson Headwaters,\$5,913, per school year.

- d. School Auditor: Telling & Hillman, PC, \$9,800 - school year 2019-20.
- e. Tax Collector: Kama Ingleston, \$2,131 annually (M-W-F, 9:30-1:30 p.m.).
- f. Deputy Tax Collector: Bette Pertak, \$865 annually.
- g. Hazardous Materials Coordinator: John Bezon, \$500 annually.
- h. Records Access Officer: Karla Vigliotti
- i. Records Management Officer: Karla Vigliotti, \$11.80/hour.
- j. Census Taker: Jennifer Sours \$750 stipend plus mileage.
- k. Attendance Officer: Jeannette Peters, \$2,000 per school year.
- l. Superintendent of Schools as the:
  - Title I Coordinator
  - Special Education Grants Coordinator
  - Drug/Alcohol Testing Coordinator
  - Title IX Compliance Officer in conjunction with the School Nurse
- m. Principal PreK-12 as the:
  - Chief Information Officer (data)
  - Dignity For All Students Act –DASA Coordinator
  - Home Education Coordinator
  - Drug/Alcohol Testing Coordinator Alternate
  - CSE/CPSE District Representative
  - Data Protection Officer
- n. Treasurer as Assistant Grants Coordinator, (Title I/Special Education), \$1,000 stipend annually.
- o. Title IX Compliance Officers: the School Nurse and the Superintendent of Schools.
- p. List of 2020-2021 Impartial Hearing Officers for the Committee on Special Education, on a per diem basis, as per current SED website listing
- q. Deputy Treasurer as Extra Class Account Treasurer
- r. Patrick Ida, CPA to perform Fixed Assets Inventory, \$500 annually

**11. BONDING OF PERSONNEL**

**Recommended Action:** “That the Board of Education bond the following individuals, as listed, for the 2020-2021 school year...”

- a. Superintendent of Schools: \$500,000 per occurrence
- b. Principal Pre K-12: \$500,000 per occurrence

- c. District Treasurer: \$500,000 per occurrence
- d. Deputy Treasurer: \$500,000 per occurrence
- e. Tax Collector: \$500,000 per occurrence
- f. Deputy Tax Collector: \$500,000 per occurrence
- g. Claims Auditor: \$100,000 per occurrence
- h. All other school district employees: \$100,000 per occurrence

**12. DESIGNATIONS**

**Recommended Action:** “That the Board of Education designate...”

- a. The Champlain National Bank as the District’s official depositories for the 2020-2021 School year.
- b. The Sun Community News (formerly Times of Ti) and Press-Republican as the District’s official newspapers.

**13. AUTHORIZATIONS**

**Recommended Action:** “That the Board of Education authorize...”

- a. The Superintendent of Schools to certify payrolls and appoint her as School District Purchasing Agent.
- b. Expenses for the Superintendent of Schools and the Board of Education members who wish to attend state/county conferences/workshops during the school year.
- c. The District Treasurer and/or Deputy Treasurer to open a Petty Cash fund in the amount of \$100.00.
- d. The District Treasurer and/or Deputy Treasurer to pay monthly utility bills and bills associated with contracts.
- e. Signatures of the Superintendent of Schools and/or the Treasurer/Deputy Treasurer on checks.
- f. The Superintendent of Schools to approve budget transfers up to \$20,000 and report transfers to the Board of Education at the next regular meeting.

**14. OTHER ITEMS**

**Recommended Action:** “That the Board of Education authorize...”

- a. The Superintendent and/or appropriate staff to apply for federal and state grants and/or funding in compliance with state and federal guidelines and regulations.

- b. The payment of the I.R.S. rate for travel
- c. Essex County School Boards Association
  - 1. Membership
  - 2. Executive Committee Representative Mitch St. Pierre
- d. NYS School Boards Association
  - 1. Membership
  - 2. Appointment of Legislative Liaison \_\_\_\_\_
- e. The Budget Calendar for the 2021-2022 school year - Enclosed
- f. 2020-2021 Board of Education Committees - Enclosed

15. **ADJOURNMENT**



## A G E N D A

### PUBLIC MEETING OF THE BOARD OF EDUCATION CROWN POINT CENTRAL SCHOOL DISTRICT MONDAY, JULY 14, 2020 FOLLOWING THE REORGANIZATIONAL MEETING SCHOOL DISTRICT

ITEM 1: CALL TO ORDER

ITEM 2: PLEDGE OF ALLEGIANCE

ITEM 3: ROLL CALL OF BOARD MEMBERS

ITEM 4: CONSIDERATION OF MINUTES OF PREVIOUS MEETING(s)

A. Regular Meeting – June 16, 2020 - Enclosed

**Recommended Action:** "That the Board of Education make any necessary corrections and move the acceptance of the Minutes of the Regular Meeting of June 16, 2020."

ITEM 5: COMMUNICATIONS

A. CV-TEC Correspondence- Mya Pertak - Enclosed

ITEM 6: FINANCIAL REPORTS - Vicki Russell, Treasurer  
- Brandy Harrington, Deputy Treasurer  
- Margaret Polihronakis, Claims Auditor

A. Bank Reconciliations - Enclosed

**Recommended Action:** "That the Board of Education receive the following reconciliation reports:"

1. Consolidated Payroll Reconciliation Report
2. Multi-Fund Checking Account
  - a. General Fund (A)
  - b. School Lunch Fund (C)
  - c. Federal Funds (F)
  - d. Capital Funds (H)
  - e. Trust & Agency Account (T)

B. Expenditure Reports - Enclosed

**Recommended Action:** "That the Board of Education authorize the following bills for payment":

- |                               |                               |
|-------------------------------|-------------------------------|
| 1. Ending June 30, 2020:      | 2. Beginning July 1, 2020     |
| a. General Fund (A)           | a. General Fund (A)           |
| b. School Lunch Fund (C)      | b. School Lunch Fund (C)      |
| c. Federal Funds (F)          | c. Federal Funds (F)          |
| d. Capital Fund (H)           | d. Capital Fund (H)           |
| e. Trust & Agency Account (T) | e. Trust & Agency Account (T) |

C. Claims Auditor Report(s) - Enclosed

**Recommended Action:** "That the Board of Education receive the Claims Auditors Report(s), as presented."

D. Quarterly Comprehensive Budget Status Report - Handout

**Recommended Action:** "That the Board of Education receive the quarterly unaudited comprehensive budget status report."

E. Budget Transfers - Handout

**Recommended Action:** "That the Board of Education approve budget transfers as of June 30, 2020, to close the 2019-2020 school year, as presented."

F. 2019-2020 Petty Cash Report

**Recommended Action:** "That the Board of Education receive the 2019-2020 Petty Cash Report."

G. Extra Class Activity Accounts Report – Handout

**Recommended Action:** "That the Board of Education receive the quarterly extra class activity accounts report for April, May and June, 2020, as presented."

H. Requests for Transportation to St. Mary's – 2020-2021

**Recommended Action:** "That the Board of Education approve the requests for transportation to St. Mary's School, Ticonderoga, for the 2020-2021 school year."

**ITEM 7: SUPERINTENDENT'S REPORT – Shari L. Brannock**

A. C.S.E./C.P.S.E. – Chairperson, Tieah Gunnison - None

B. Personnel

1. Appointments

a. Joanne Bartlett – (Nurse Substitute / Consultant)

**Recommended Action:** "That the Board of Education appoint Joanne Bartlett as Nurse Substitute / Consultant, as needed at Superintendent discretion, at a rate of \$40/hour, for the 2020-21 school year."

2. Extra-Curricular Positions - Enclosed

a. Appointments

**Recommended Action:** "That the Board of Education appoint the following individual(s) to the extra-curricular position(s) listed below, for the 2020-2021 school year, as presented."

1. Advisor, 6<sup>th</sup> Grade Class –
2. Soccer, Girls' Modified –
3. Boys' Varsity Basketball Coach – Jason Hughes
4. Baseball, Boys' Modified –
5. Cheerleading Coach (Modified/Varsity) –

C. Conference Requests for 2020-2021 School Year

**Recommended Action:** "That the Board of Education authorize instructional staff, as designated by the Superintendent of Schools, to attend multi-day conferences throughout the 2020-2021 school year, as necessary, for the America's Choice and College for Every Student (CFES) programs."

D. Building Use Request(s) – None

**ITEM 8:        PRINCIPAL'S REPORT – Tara Celotti**

**ITEM 9:        NEW BUSINESS**

A. Petition to Change School District Boundries – Discussion

**Recommended Action:** "That the Board of Education approve the petitions to change the school district boundries on Sand Hill Road, Crown Point, NY, as presented."

B. CVES 2020-2021 Contract for Services

**Recommended Action:** "That the Board of Education authorize the President and/or Clerk to sign the CVES 2020-2021 Contract for Services, as presented."

**ITEM 10:      OLD BUSINESS**

A. Superintendent Evaluation (Evaluation forms due to Mitch)

**ITEM 11:      POLICIES – Handout / Emailed**

**Recommended Action:** "That the Board of Education receive/review the following policies and plans, as presented."

1.        Safety Plan (Inclusive of Concussion & Anaphylaxis policies)
2.        Faculty Handbook
3.        Athletic Handbook
4.        Student Handbook
5.        Wellness Policy
6.        Automated External Defibrillation Policy



**ITEM 12: COMMITTEE REPORTS**

- A. NYSSBA Legislative Liason

**ITEM 13: PUBLIC COMMENTS/CONCERNS**

**ITEM 14: ANNOUNCEMENTS FOR THE GOOD OF THE ORDER**

- A. Upcoming Meetings/Events

- 1. August 18, 2020 – 7:00 p.m. Regular BOE Meeting

**ITEM 15: EXECUTIVE SESSION**

**Recommended Action:** “That the Board convene in Executive Session to discuss the subject(s) enumerated below, as presented.”

- A. The Employment History of a Particular Person
- B. The Discussions regarding a Particular Student
- C. The Discussions regarding proposed, pending or current litigation

**ITEM 16: ADJOURNMENT**



2. School Lunch Fund (C)
3. Federal Funds (F)
4. Capital Fund (H)
5. Trust & Agency Account (T)

C. Claims Auditor Report(s) – Enclosed

**Recommended Action:** "That the Board of Education receive the Claims Auditors Report(s), as presented."

D. Tax Warrant – Enclosed

**Recommended Action:** "That the Board of Education set the tax rate for the Crown Point Central School District (including Library of \$60,180), as presented."

Crown Point: \$10.018796

Moriah: \$10.018392

Ticonderoga: \$10.018951

Tax Rates per M on Assessed Value: \$10.018713

Tax Rates per M on True Value: \$10.018713

**ITEM 7: SUPERINTENDENT'S REPORT – Shari L. Brannock**

A. C.S.E./C.P.S.E. – Tieah Gunnison, Chairperson – None

**Recommended Action:** "That the Board of Education accept the CSE/CPSE recommendations as presented."

B. Personnel

1. Appointments

a. Full-time Elementary Teacher-Sharon Norton

**Recommended Action:** "That the Board of Education appoint Sharon Norton as a Full-time Elementary Teacher for the 2020-21 School year, at the same salary paid in the 2019-2020 school year, as presented."

b. Full-time Elementary Teacher-Erica Harrington Peters

**Recommended Action:** "That the Board of Education appoint Erica Peters as a Full-time Elementary Teacher for the 2020-21 School year, at the same salary paid in the 2019-2020 school year, as presented."

c. Part-time English Teacher-Patricia Wolf

**Recommended Action:** "That the Board of Education appoint Patricia Wolf as Part-time English Teacher for 7<sup>th</sup> and 8<sup>th</sup> grade for the 2020-21 School year, at a salary of \$25,000, as presented."

d. Part-time PreK / K / AIS Teacher

**Recommended Action:** "That the Board of Education appoint Mary Hope McGinness as Part-time PreK / K / AIS Teacher for the 2020-21 School year, at a salary of \$35,000, as presented."

2. Long-Term Substitute – Bonnie Landry  
**Recommended Action:** “That the Board of Education appoint Bonnie Landry as a Long-term Substitute for the 2020-21 School year, at a salary of \$15,000, no Benefits, as presented.”
3. Long-Term Substitute Food Service Helper - Patricia Tourtellot  
**Recommended Action:** “That the Board of Education appoint Patricia Tourtellot as a Long-Term Substitute Food Service Helper for the 2020-21 School year at minimum wage, no benefits, as presented.”
4. Long-Term Substitute 1:1 Aide – Brandy Beeman  
**Recommended Action:** “That the Board of Education appoint Brandy Beeman as a Long-term Substitute 1:1 Aide for the 2020-21 School year, at an additional \$20.85 per day, with current benefits, as presented.”
5. Long-Term Substitute Teacher Aide –Mindy Ross  
**Recommended Action:** “That the Board of Education appoint Mindy Ross as a Long-Term Substitute Teacher Aide, for the 2020-21 School year, at an additional \$20.85 per day, with current benefits, as presented.”

C. Abolish/Reduce Non-Instructional Position(s)-2020-2021 Budget

**Recommended Action:** "That the Board of Education abolish / reduce the following Non-Instructional position(s) effective June 18, 2020, as presented:"

- a. Part-time Clerk/Cashier

D. Building use request(s) – None

**Recommended Action:** "That the Board of Education approve the following building use request(s):"

E. Addition(s) to Substitute List -

**Recommended Action:** "That the Board of Education authorize the addition of the following individual(s) to the 2020-2021 Substitute List, as presented."

1. Michelle Perron Detric
2. Carryover list from prior year as requested by sub

**ITEM 8: PRINCIPAL’S REPORT – Tara Celotti**

**ITEM 9: OLD BUSINESS**

A. COVID-19 Safety Coordinator

**Recommended Action:** "That the Board of Education appoint School Nurse, Jeannette Peters, COVID Safety Coordinator, as presented."

B. CPCS Reopening Plan

**Recommended Action:** "That the Board of Education approve the CPCS Reopening Plan effective August 7<sup>th</sup>, 2020, as presented.

C. Superintendent Evaluation – Discussion

**ITEM 10: NEW BUSINESS**

- A. Superintendent's Contract Extension/Amendment (Oath of Office)  
**Recommended Action:** "That the Board of Education amend Shari L. Brannock's contract as follows: Extend contract for one additional year. (August 28, 2020- August 26, 2023)"
  
- B. Superintendent Contract – Discussion  
**Recommended Action:** "That the Board of Education amend Shari L. Brannock's contract as follows: Carryover unused vacation days to accumulate to a maximum of 90 days, as presented."
  
- C. Lead Evaluators Certification
  - 1. Lead Evaluator-Principal, Shari Brannock  
**Recommended Action:** "That the Board of Education certify Shari Brannock as a Qualified Lead Evaluator of Principals, having successfully completed the training requirements."
  
  - 2. Lead Evaluator-Teachers, Shari Brannock  
**Recommended Action:** "That the Board of Education certify Shari Brannock as a Qualified Lead Evaluator of Teachers, having successfully completed the training requirements."
  
  - 3. Lead Evaluator-Teachers, Tara Celotti  
**Recommended Action:** "That the Board of Education certify Tara Celotti as a Qualified Lead Evaluator of Teachers, having successfully completed the training requirements."
  
- D. After School Program  
**Recommended Action:** "That the Board of Education authorize the After School Program and authorize expenses, as presented. That the Board of Education appoint Tara Celotti as Director/Teacher, Shari Brannock as Assistant Director/Teacher and appoint various Teachers as needed, all at a rate of \$25 per hour, at the discretion of the Superintendent. In addition appoint various Teacher Assistants at a rate of \$15 per hour (\$25 per hour if they are in a teacher position), at the discretion of the Superintendent, as presented."
  
- E. Prevention Team Contract  
**Recommended Action:** "That the Board of Education authorize Shari L. Brannock, Superintendent, to sign the Prevention Team contract for services for the 2020-2021 school year, as presented."

**ITEM 11:      POLICIES (Received electronically last month)**

- A. CPCS Safety Plan- (Inclusive of Concussion & Anaphylaxis) Approve/Adopt  
**Recommended Action:** "That the Board of Education approve/adopt the CPCS Safety Plan, as presented."
  
- B. Faculty Handbook- Approve/Adopt  
**Recommended Action:** "That the Board of Education approve/adopt the Faculty Handbook, as presented."

- C. Athletic Handbook- Approve/Adopt  
**Recommended Action:** "That the Board of Education approve/adopt the Athletic Handbook, as presented."
- D. Student Handbook – Approve/Adopt  
**Recommended Action:** "That the Board of Education approve/adopt the Student Handbook, as presented."
- E. Wellness Policy – Approve/Adopt  
  
**Recommended Action:** "That the Board of Education approve/adopt the Wellness Policy, as presented."
- F. Automated External Defibrillation Policy – Approve/Adopt  
**Recommended Action:** "That the Board of Education approve/adopt the Automated External Defibrillation Policy, as presented."

**ITEM 12:      COMMITTEE REPORTS**

- A. NYSSBA LEGISLATIVE LIAISON

**ITEM 13:      PUBLIC COMMENTS/CONCERNS**

**ITEM 14:      ANNOUNCEMENTS FOR THE GOOD OF THE ORDER**

- A. UPCOMING MEETINGS/EVENTS

1. September 1 - Superintendent's Day/Staff Orientation
2. September 2 - Superintendent's Day/Staff Orientation
3. September 8 - First Day of School for Students
4. September 15 - 7:00 p.m. Regular BOE Meeting
5. October 2 - Early Dismissal at 1:05 pm /Staff Development
6. October 12 - Columbus Day – No School
7. October 20 - 7:00 p.m. Regular BOE Meeting

**ITEM 15:      EXECUTIVE SESSION**

**Recommended Action:** "That the Board convene in Executive Session to discuss the subject(s) enumerated below, as presented."

- A. The employment history of a particular person
- B. The discussions regarding a particular student
- C. The discussions regarding proposed, pending or current litigation

**ITEM 16:      ADJOURNMENT**

**A G E N D A**

**PUBLIC MEETING OF THE BOARD OF EDUCATION  
CROWN POINT CENTRAL SCHOOL DISTRICT  
TUESDAY, SEPTEMBER 15, 2020  
7:00 P.M.  
SCHOOL DISTRICT AUDITORIUM**

**ITEM 1: CALL TO ORDER**

**ITEM 2: PLEDGE OF ALLEGIANCE**

**ITEM 3: ROLL CALL OF BOARD MEMBERS**

**ITEM 4: CONSIDERATION OF MINUTES OF PREVIOUS MEETING -Enclosed**

**Recommended Action:** "That the Board of Education make any necessary corrections and move the acceptance of the minutes of the Regular Meeting of August 18, 2020."

**ITEM 5: COMMUNICATIONS**

- A. Mountain Lakes Services Picnic Table Donation - Enclosed
- B. CFES Brilliant Pathways, School of Distinction Award—11<sup>th</sup> Year!!!

**ITEM 6: FINANCIAL REPORTS – Vicki Russell, Treasurer  
Brandy Harrington, Deputy Treasurer  
Margaret Polihronakis, Claims Auditor**

A. Bank Reconciliations - Enclosed

**Recommended Action:** "That the Board of Education receives the following reconciliation reports:"

1. Consolidated Payroll Reconciliation Report
2. Multi-Fund Checking Account
  - a. General Fund (A)
  - b. School Lunch Fund (C)
  - c. Federal Funds (F)
  - d. Capital Funds (H)
  - e. Trust & Agency Account (T)

B. Expenditure Reports – Enclosed

**Recommended Action:** "That the Board of Education authorizes the following bills for payment":

1. General Fund (A)
2. School Lunch Fund (C)
3. Federal Funds (F)
4. Capital Fund (H)
5. Trust & Agency Account (T)

C. Claims Auditor Report(s) – Enclosed

**Recommended Action:** "That the Board of Education receive the Claims Auditors Report(s), as presented.

**ITEM 7: SUPERINTENDENT'S REPORT – Shari L. Brannock**

A. C.S.E./C.P.S.E. – Tieah Gunnison – Enclosed

**Recommended Action:** "That the Board of Education accept the CSE/CPSE recommendations as presented."

B. Personnel

1. Addition(s) to the Substitute List - None

**Recommended Action:** "That the Board of Education authorizes the addition of the following individual(s) to the 2020-2021 Substitute List:"

2. Side Letter of Agreement with CPTA

**Recommended Action:** "That the Board of Education authorizes the Additional Assignment Side Letter of Agreement between the following personnel and CPTA, as presented."

- a. Donald Bishop Jr. – 1/6<sup>th</sup>
- b. Jacqueline Pockett – 1/6<sup>th</sup>
- c. Crystal Farrell – 1/6<sup>th</sup>
- d. Paula LaDeau – 1/6<sup>th</sup>
- e. Shannan Allen – 1/12<sup>th</sup>
- f. John Swinton—1/7<sup>th</sup>

3. 2020-2021 Grant Stipend Positions

**Recommended Action:** "That the Board of Education makes the following Appointments for the Grant Stipend Position(s), as presented."

<u>Position</u>	<u>Candidate</u>	<u>Stipend</u>
1. Reading Coordinator	Jaci Pockett	\$1000
2. Writing Coordinator	Elizabeth Ross	\$1000
3. Math Coordinator	Kyris Perry	\$1000
4. Social Studies Coordinator	Crystal Farrell	\$500
5. Science Coordinator	Crystal Farrell	\$500
6. Parent Involvement Coordinator	Paula LaDeau	\$500
7. Family Literacy/Parent Educator	Ursula Thompson	\$3840
8. Mentor Teacher (Erica Peters)	Jaci Pockett	\$500
9. Mentor Teacher (Megan Walls)	Jayna McLoughlin	\$500
10. Mentor Teacher (Lauren Berrick)	Crystal Farrell	\$500



11. Mentor Teacher (Kyris Perry)

Shane Thelen

\$500

- C. Enrollment Report by Grade – Enclosed
- D. Conference Attendance Request(s)-None

**ITEM 8:     PRINCIPAL’S REPORT – Tara Celotti**

**ITEM 9:     OLD BUSINESS**

- A. After School Program – Update

**ITEM 10:    NEW BUSINESS**

- A. Fall 2020 Athletic Season—Update / Discussion

**ITEM 11:    POLICIES**

**ITEM 12:    COMMITTEE REPORTS**

- A. NYSSBA Legislative Liaison

**ITEM 13:    PUBLIC COMMENTS/CONCERNS**

**ITEM 14:    ANNOUNCEMENTS FOR THE GOOD OF THE ORDER**

- A. Upcoming Meetings/Events

1. September 27 - School Pictures
2. October 2 - 1:05 Early Dismissal
3. October 9 - 5 Week Reports
4. October 12- Columbus Day Holiday, School Closed
5. October 20 - BOE Meeting @ 7:00 p.m.
6. October 19-23 - Board of Education Recognition Week

**ITEM 15:    EXECUTIVE SESSION**

**Recommended Action:** “That the Board convene in Executive Session to discuss the subject(s) enumerated below, as presented.”

- A. The employment history of a particular person
- B. The discussions regarding a particular student
- C. The discussions regarding proposed, pending or current litigation

**ITEM 16:    ADJOURNMENT**

**Agenda**  
**Public Meeting of the Board of Education**  
**Crown Point Central School District**  
**Tuesday, October 20, 2020**  
**7:00 p.m.**  
**School District Auditorium**

**ITEM 1: CALL TO ORDER**

**ITEM 2: PLEDGE OF ALLEGIANCE**

**ITEM 3: ROLL CALL OF BOARD MEMBERS**

**ITEM 4: CONSIDERATION OF MINUTES OF PREVIOUS MEETING - Enclosed**

**Recommended Action:** "That the Board of Education make any necessary corrections and move the acceptance of the minutes of the Regular Meeting of September 15, 2020."

**ITEM 5: PRESENTATION**

- A. New York State School Board Recognition Week – Mrs. Brannock  
*(For dedicated leadership in public education and continuing service to the children of this community.) (October 19-23, 2020)*
- B. CPTA Board of Education Appreciation – Ms. Jaci Pockett, CPTA President

**ITEM 6: COMMUNICATIONS**

- A. Correspondence
  - 1. Association of School Business Officials / NYS School Boards Association, "A Lost Generation? The Impact of State Aid Cuts and COVID-19 on Students" – Enclosed
  - 2. National Merit Scholarship Program – Christopher Johnson  
'Commended Student in the 2021 National Merit Scholarship Program for scholastically talented Seniors recognized for exceptional academic promise'

**ITEM 7: FINANCIAL REPORTS - Vicki Russell, Treasurer  
Brandy Harrington, Deputy Treasurer  
Margaret Polihronakis, Claims Auditor**

A. Bank Reconciliations - Enclosed

**Recommended Action:** "That the Board of Education receive the following reconciliation reports:"

- 1. Consolidated Payroll Reconciliation Report
- 2. Multi-Fund Checking Account
  - a. General Fund (A)
  - b. School Lunch Fund (C)
  - c. Federal Funds (F)

- d. Capital Funds (H)
- e. Trust & Agency Account (T)

B. Expenditure Reports - Enclosed

**Recommended Action:** "That the Board of Education authorize/receive the following bills for payment:"

- 1. General Fund (A)
- 2. School Lunch Fund (C)
- 3. Federal Funds (F)
- 4. Capital Fund (H)
- 5. Trust & Agency Account (T)

C. Claims Auditor Report(s) – Enclosed

**Recommended Action:** "That the Board of Education receive the Claims Auditors Report(s), as presented."

D. Extra Class Activity Accounts Report – Enclosed

**Recommended Action:** "That the Board of Education receive the quarterly extra class activity accounts report for the months of July, August and September, 2020, as presented."

E. Quarterly Comprehensive Budget Status – Enclosed

**Recommended Action:** "That the Board of Education receive the Budget Status as presented:"

F. Budget Transfers – Enclosed

**Recommended Action:** "That the Board of Education receive/approve the Budget Transfers Report, as presented."

G. Telling & Associates – Annual Audit – Handout

**Recommended Action:** "That the Board of Education accept the Annual audit by Telling & Potter, as presented."

**ITEM 8: SUPERINTENDENT'S REPORT – Shari L. Brannock**

A. C.S.E./C.P.S.E. – Chairperson, Tieah Gunnison – Handout

**Recommended Action:** "That the Board of Education approve the placements as recommended by the CSE/CPSE, as presented."

B. Side Letter of Agreement with CPTA

**Recommended Action:** "That the Board of Education authorizes the Additional Assignment Side Letter of Agreement between the following personnel and CPTA, as presented."

a. Erica Carey – 1/6<sup>th</sup>

b. Lauren Berrick – 1/12<sup>th</sup>

C. Resignation – Kyris Perry

**Recommended Action:** "That the Board of Education accept the resignation of Kyris Perry, Math and Business Education Teacher, effective 10/9/2020, as presented."

- D. Leave Without Pay – Lynette Bergeron  
**Recommended Action:** "That the Board of Education approve Leave Without Pay for Lynette Bergeron for 3 days, 10/19, 10/21 and 10/23/2020, as requested.
- E. Building Use Request(s) – NONE  
**Recommended Action:** "That the Board of Education approves the following Building Use requests".
- F. Conference Requests(s) – NONE
- G. Parent-Teacher Conference-November 12, 2020  
**Recommended Action:** "That the Board of Education approve a virtual Parent-Teacher Conference Day for the CPTA, due to as presented."
- H. Addition(s) to Substitute List - Enclosed  
**Recommended Action:** "That the Board of Education authorize the addition of the following individual(s) to the 2020-2021 Substitute List, as presented."

**ITEM 9: PRINCIPAL'S REPORT – Tara Celotti**

**ITEM 10: OLD BUSINESS**

**ITEM 11: NEW BUSINESS**

A. Plouffe's Boiler & Mechanical - Enclosed

**Recommended Action:** That the Board approve the service contract for 2020-21 in the amount of \$4,220. /\$95.00/hr. + .88/mile, for boiler service, as presented."

B. Amazon Line of Credit Increase

**Recommended Action:** That the Board authorize the increase of the CPCS Amazon Line of Credit from \$10,000 to \$20,000 effective September 28, 2020, as presented.

C. Records Retention

Resolved, By the Board of Education of the Crown Point Central School District that *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

Further Resolved, that in accordance with Article 57-A:

- a) only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein;
- b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

D. Board of Education March Meeting 2021 Meeting Date 3/23

**Recommended Action:** That the Board change the March 2021 meeting date from 3/16 to 3/23/21, as presented.

E. Notice of Pending Layoff/Unemployment Due to COVID-19 or Budget Cuts

**Recommended Action:** That the Board authorize notice to employees, per legal advice, as presented.

**ITEM 12: POLICIES**

**ITEM 13: COMMITTEE REPORTS**

A. NYSSBA Legislative Liaison

**ITEM 14: PUBLIC COMMENTS/CONCERNS**

**ITEM 15: ANNOUNCEMENTS FOR THE GOOD OF THE ORDER**

A. Upcoming Meetings and/or Events

- October 27 – SAT Exam
- October 30- Halloween/Fall Festival
- November 10 - BOE Meeting 7:00 p.m.
- November 11 - Veterans' Day, No School
- November 12 - Parent/Teacher Conferences, No School
- November 13 - Report Cards
- November 25, 26, 27- Thanksgiving Break, No School

**ITEM 16: EXECUTIVE SESSION**

- The employment history of a particular person
- The discussions regarding a particular student
- The discussions regarding proposed, pending or current litigation

**ITEM 17: ADJOURNMENT**



**Agenda**  
**Public Meeting of the Board of Education**  
**Crown Point Central School District**  
**Tuesday, November 10, 2020**  
**7:00 p.m.**  
**School District Auditorium**

**ITEM 1:     CALL TO ORDER**

**ITEM 2:     PLEDGE OF ALLEGIANCE**

**ITEM 3:     ROLL CALL OF BOARD MEMBERS**

**ITEM 4:     CONSIDERATION OF MINUTES OF PREVIOUS MEETING(S)**

**Recommended Action:** "That the Board of Education make any necessary corrections and move the acceptance of the minutes of the Regular Meeting of October 20, 2020."

**ITEM 5:     PRESENTATION**

- A. New York State School Board Recognition Week – Mrs. Brannock  
(For dedicated leadership in public education and continuing service to the children of this community.) (October 19-23, 2020)
- B. CPTA Board of Education Appreciation – Ms. Jaci Pockett, CPTA President

**ITEM 6:     FINANCIAL REPORTS**     - Vicki Russell, Treasurer  
  - Brandy Harrington, Deputy Treasurer  
  - Margaret Polihronakis, Claims Auditor

- A. Bank Reconciliations - Enclosed  
**Recommended Action:** "That the Board of Education receive the following reconciliation reports."

1. Consolidated Payroll Reconciliation Report
2. Multi-Fund Checking Account
  - a. General Fund (A)
  - b. School Lunch Fund (C)
  - c. Federal Funds (F)
  - d. Capital Funds (H)
  - e. Trust & Agency Account (T)

B. Expenditure Reports - Enclosed

**Recommended Action:** "That the Board of Education authorize the following bills for payment:"

1. General Fund (A)
2. School Lunch Fund (C)
3. Federal Funds (F)
4. Capital Fund (H)
5. Trust & Agency Account (T)

C. Claims Auditor Report(s) – Enclosed

A. **Recommended Action:** "That the Board of Education receive the Claims Auditors Report(s), as presented."

**ITEM 7:        PRINCIPALS REPORT – Tara Celotti - Sunshine Report**

**ITEM 8:        SUPERINTENDENT'S REPORT – Shari L. Brannock**

A. C.S.E./C.P.S.E. – Tieah Gunnison, Chairperson – Enclosures & Handouts

**Recommended Action:** "That the Board of Education approve the placements as recommended by the CSE/CPSE, as presented."

B. Personnel

1. Additions to the Substitute List

**Recommended Action:** "That the Board of Education authorize the addition of the following individual(s) to the 2020-2021 Substitute List, as presented."

C. Conference Attendance Requests – None

D. Building Use Request(s) – None

E. Appointment, Girls Varsity Basketball Coach, Randy Pertak

**Recommended Action:** "That the Board of Education appoint Randy Pertak as the Girls Varsity Basketball Coach, for the 2020-2021 season, as needed, as presented."

**ITEM 9:        OLD BUSINESS**

**ITEM 10:       NEW BUSINESS**

A. Brick Cleaning Proposal – Enclosed

**Recommended Action:** "That the Board of Education approve and authorize the Superintendent to sign the Chris Mullis Proposal, for the cleaning of graffiti off school brick wall, beginning November 11, 2020, as presented."

B. Winter Sports – Discussion

**Recommended Action:** “That the Board of Education authorize the Superintendent to review the Winter Sports High Risk, Indoor Sports guidance from Governor Cuomo when it is released, review the NYSPHSAA guidance and the NYSDOH guidance, closer to the anticipated practice start date of November 30, 2020. Given this guidance and local information regarding Covid19 cases, the Superintendent will determine whether to allow CPCS Athletes to begin on 11/30, to begin at a later date, or to move Winter Sports to the Spring according to previous NYSPHAA schedule, as presented.

**ITEM 11: POLICIES**

**ITEM 12: COMMITTEE REPORT(S)**

A. NYSSBA Legislative Liaison

**ITEM 13: PUBLIC COMMENTS/CONCERNS**

**ITEM 14: ANNOUNCEMENTS FOR THE GOOD OF THE ORDER**

A. Upcoming Meetings/Events

1. November 25 – 27 Thanksgiving Vacation - **No School**
2. December 4 - Early Dismissal, 1:05 p.m.
3. December 15 - Regular BOE Meeting 7:00 p.m.
10. December 22 - Early Dismissal, 1:05 p.m./ Emergency Go-Home Drill
11. December 23 - January 3 Christmas Vacation – **No School**

**ITEM 15: EXECUTIVE SESSION**

**Recommended Action:** “That the Board convene in Executive Session to discuss the subject(s) enumerated below, as presented.”

- A. The employment history of a particular person
- B. The discussions regarding a particular student
- C. The discussions regarding proposed, pending or current litigation

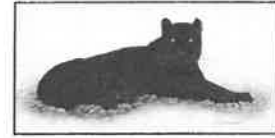
**ITEM 16: ADJOURNMENT**



# **Crown Point Central School**

P.O. Box 35, 2758 Main Street  
Crown Point, NY 12928  
518-597-4200/3285

Fax 518-597-4121



**Shari L. Brannock**  
**Superintendent**  
[brannock@cpcsteam.org](mailto:brannock@cpcsteam.org)

**Tara Celotti**  
**Principal PreK-12**  
[tspaulding@cpcsteam.org](mailto:tspaulding@cpcsteam.org)

**Victoria D. Russell**  
**District Treasurer**  
[vrussell@cpcsteam.org](mailto:vrussell@cpcsteam.org)

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## **AGENDA ADDENDUM**

**NOVEMBER 10, 2020**

**ITEM 7 B.2: Amend District Treasurer and Deputy District Treasurer Contracts**  
**Recommended Action:** That the Board of Education “Amend District Treasurer and Deputy District Treasurer Contracts to follow CPNIA Non-Instructional Contract in regards to Article 16.1 Vacation Lengths”, as presented.

**AGENDA**  
**PUBLIC MEETING OF THE BOARD OF EDUCATION**  
**CROWN POINT CENTRAL SCHOOL DISTRICT**  
**TUESDAY, DECEMBER 15, 2020**  
**7:00 P.M.**  
**SCHOOL DISTRICT AUDITORIUM**

**ITEM 1:     CALL TO ORDER**

**ITEM 2:     PLEDGE OF ALLEGIANCE**

**ITEM 3:     ROLL CALL OF BOARD MEMBERS**

**ITEM 4:     CONSIDERATION OF MINUTES OF PREVIOUS MEETINGS**

A. Regular Meeting – November 10, 2020 – Enclosed

**Recommended Action:** "That the Board of Education make any necessary corrections and move the acceptance of the Minutes of the Regular Meeting of November 10, 2020."

**ITEM 5:     COMMUNICATIONS**

**ITEM 6:     FINANCIAL REPORTS**     - Vicki Russell, Treasurer  
  - Brandy Harrington, Deputy Treasurer  
  - Margaret Polihronakis, Claims Auditor

A. Bank Reconciliations - Enclosed

**Recommended Action:** "That the Board of Education receive the following reconciliation reports:"

1. Consolidated Payroll Reconciliation Report
2. Multi-Fund Checking Account
  - a. General Fund (A)
  - b. School Lunch Fund (C)
  - c. Federal Funds (F)
  - d. Capital Funds (H)
  - e. Trust & Agency Account (T)

B. Expenditure Reports - Enclosed

**Recommended Action:** "That the Board of Education authorize the following bills for payment":

1. General Fund (A)
2. School Lunch Fund (C)
3. Federal Funds (F)
4. Capital Fund (H)
5. Trust & Agency Account (T)

C. Claims Auditor Report(s) – Enclosed

**Recommended Action:** "That the Board of Education receive the Claims Auditors Report(s), as presented."

D. Essex County Office of Real Property Tax – Maximum Earnings

Allowance for Aged Tax Exemption – Discussion

**Recommended Action:** "That the Board of Education set the aged tax exemption allowance for the 2021-2022 tax year at \$18,500, as presented."

E. Tax Collector's Report – Kama Ingleston - Enclosed

**Recommended Action:** "That the Board of Education receive the 2020-2021 Tax Collector's Report as presented."

**ITEM 7: SUPERINTENDENT'S REPORT – Shari L. Brannock**

A. C.S.E./C.P.S.E. – Chairperson, Tieah Gunnison – Enclosed

**Recommended Action:** "That the Board of Education accept the CSE/CPSE recommendations as presented."

B. Personnel

1. Appointment, Deputy Tax Collector

**Recommended Action:** "That the Board of Education appoint Karla Vigliotti, as Deputy Tax Collector, for the 2020-21 school year, at an annual stipend of \$865, effective 11/15/20, prorated, as presented."

2. Resignation, Part-time English Teacher, Patricia Wolf

**Recommended Action:** "That the Board of Education accept the resignation of Patricia Wolf, effective 12/31/2020, as presented."

3. Side Letter of Agreement with CPTA

**Recommended Action:** "That the Board of Education authorizes the Additional Assignment Side Letter of Agreement between the following personnel and CPTA, as presented."

a. Rachael Leclaire-Charron – 1/6<sup>th</sup> (prorated, effective December 14<sup>th</sup>)

b. Megan Walls – 1/6<sup>th</sup> (prorated, effective December 14<sup>th</sup>)

4. Technology Consultant-Rudy Brouwer

**Recommended Action:** "That the Board of Education appoint Rudy Brouwer as Technology Consultant, effective December 15, 2020, at a rate of \$200 per day, plus mileage. Mr. Brouwer will work approximately one day per week to assist with Tech needs, as presented."

5. Medical Leave, Jeannette Peters, School Nurse

**Recommended Action:** "That the Board of Education approve Medical Leave for Jeannette Peters beginning February 8<sup>th</sup> for up to 6 weeks, using Leave without pay and/or sick time, as presented."

6. Leave Without Pay, Jennifer Penny

**Recommended Action:** "That the Board of Education approve Leave Without Pay for Jennifer Penny, for one day, December 22, 2020, as presented."

7. Addition to Substitute List- Enclosed

**Recommended Action:** "That the Board of Education authorizes the addition to of the following individual(s) to the 2020-2021 Substitute List:"

a. Samantha Hayes

C. Building Use Request(s) - None

D. Conference Attendance Request(s) – None

E. 2021-2022 Budget Calendar Overview – Enclosed/Informational

**ITEM 8:      PRINCIPAL’S REPORT – Tara Celotti**

**ITEM 9:      OLD BUSINESS**

A. Winter Sports 2020-21 (Discussion/ Update)

**ITEM 10:     NEW BUSINESS**

A. Crown Point Central School Report Card (No NYS Testing Due to Covid)

B. Revenue Anticipation Note (RAN) 2020-2021 School Year

**Recommended Action:** "That the Board of Education authorize a RAN as follows:

**REVENUE ANTICIPATION NOTE RESOLUTION DATED  
DECEMBER 15, 2020 OF THE BOARD OF EDUCATION  
OF THE CROWN POINT CENTRAL SCHOOL DISTRICT  
AUTHORIZING THE ISSUANCE OF REVENUE  
ANTICIPATION NOTES IN ANTICIPATION OF THE  
RECEIPT OF AID FROM THE STATE OF NEW YORK  
AND DETERMINING OTHER MATTERS IN  
CONNECTION THEREWITH.**

BE IT RESOLVED BY THIS BOARD OF EDUCATION AS FOLLOWS:

Section 1. The power to authorize the issuance and sale of revenue anticipation notes of the Crown Point Central School District, New York (the “School District”), including renewals thereof (the “Notes”), in anticipation of the collection of revenue to be received by the School District as State aid from the State of New York (the “Revenue”) during the 2020-2021 fiscal year in an aggregate principal amount of not to exceed \$2,000,000 is hereby delegated to the President of the Board of Education, as chief fiscal officer. The proceeds of such Notes shall be used only for the purposes of paying the current expenses of the School District for said fiscal year payable from the Revenues in anticipation of which they are issued.

Section 2. It is hereby determined that any Notes which may be issued by the School District pursuant to this resolution in anticipation of the collection of the Revenue for the 2020 – 2021 fiscal year shall be issued during such fiscal year and otherwise in accordance with Section 25.00 of the Local Finance Law of the State of New York.

Section 3. Subject to the provisions of the Local Finance Law, the power to sell and deliver the Notes, including renewals of such Notes, is hereby delegated to the President of the

Board of Education, the chief fiscal officer of the School District. Such Notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said President of the Board of Education, consistent with the provisions of the Local Finance Law.

Section 4. The President of the Board of Education is hereby authorized to sign and the District Clerk is hereby authorized to attest the Notes issued pursuant to this Resolution, and the District Clerk is hereby authorized to affix to such Notes the corporate seal of the School District.

Section 5. This resolution shall take effect immediately upon its adoption.

The Motion by \_\_\_\_\_ having been duly seconded by \_\_\_\_\_,  
it was adopted and the voted \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstention

**ITEM 11: POLICIES**

**ITEM 12: COMMITTEE REPORTS**

A. NYSSBA Legislative Liaison

**ITEM 13: PUBLIC COMMENTS/CONCERNS**

**ITEM 14: ANNOUNCEMENTS FOR THE GOOD OF THE ORDER**

A. Upcoming Meetings/Events

- a. December 18 - Elementary Music Concert, Virtual
- b. December 22 - Early Dismissal 1:05 p.m.
- c. December 23 - January 3 Christmas Break, no school
- d. January 18 - Martin Luther King Jr. Day, no school
- e. January 19 - Regular Board of Education Meeting, 7 p.m.
- f. January 21 - January 24 Regents Week—NYS CANCELLED
- g. January 29 - Staff Development Day, no school
- h. February 5 – Report Cards

**ITEM 15: EXECUTIVE SESSION**

**Recommended Action:** “That the Board convene in Executive Session to discuss the subject(s) enumerated below, as presented.”

- A. The employment history of a particular person
- B. The discussions regarding a particular student
- C. The discussions regarding proposed, pending or current litigation

**ITEM 16: ADJOURNMENT**

*Merry Christmas and Happy New Year!*



**AGENDA**  
**PUBLIC MEETING OF THE BOARD OF EDUCATION**  
**CROWN POINT CENTRAL SCHOOL DISTRICT**  
**TUESDAY, JANUARY 19, 2021 – 7:00 P.M.**  
**SCHOOL DISTRICT AUDITORIUM**

**ITEM 1: CALL TO ORDER**

**ITEM 2: PLEDGE OF ALLEGIANCE**

**ITEM 3: ROLL CALL OF BOARD MEMBERS**

**ITEM 4: CONSIDERATION OF MINUTES OF PREVIOUS MEETING - Enclosed**

A. Regular Meeting – December 15, 2020

**Recommended Action:** "That the Board of Education make any necessary corrections and move the acceptance of the Minutes of the Regular Meeting of December 15, 2020."

**ITEM 5: COMMUNICATIONS**

**ITEM 6: FINANCIAL REPORTS** - Vicki Russell, Treasurer  
- Brandy Harrington, Deputy Treasurer  
- Margaret Polihronakis, Claims Auditor

A. Bank Reconciliations – Enclosed

**Recommended Action:** "That the Board of Education receive the following reconciliation reports:"

1. Consolidated Payroll Reconciliation Report
2. Multi-Fund Checking Account
  - a. General Fund (A)
  - b. School Lunch Fund (C)
  - c. Federal Funds (F)
  - d. Capital Funds (H)
  - e. Trust & Agency Account (T)

B. Expenditure Reports - Enclosed

**Recommended Action:** "That the Board of Education authorize the following bills for payment:"

1. General Fund (A)
2. School Lunch Fund (C)
3. Federal Funds (F)
4. Capital Fund (H)
5. Trust & Agency Account (T)

C. Claims Auditor Report(s) – Enclosed

**Recommended Action:** "That the Board of Education receive the Claims Auditors Report(s), as presented."

D. Extra Class Activity Accounts Report – Enclosed

**Recommended Action:** "That the Board of Education receive the quarterly extra class activity accounts report for the months of October, November and December, 2020 as presented."

E. Quarterly Comprehensive Budget & Revenue Status – Handout

**Recommended Action:** "That the Board of Education receive the Budget and Revenue Status as presented:"

F. Budget Transfers – Handout

**Recommended Action:** "That the Board of Education receive/approve the Budget Transfer report as presented:"

G. 2021-2022 Detailed Budget Calendar -Enclosed

**Recommended Action:** "That the Board of Education approve the 2021-2022 Budget Calendar as presented."

**ITEM 7: SUPERINTENDENT'S REPORT – Shari L. Brannock**

A. C.S.E./C.P.S.E. – Chairperson, Tieah Gunnison – Enclosed

**Recommended Action:** "That the Board of Education accept the CSE/CPSE recommendations as presented."

B. Personnel

1. Retirement – Shari Brannock, Superintendent of Schools

**Recommended Action:** "That the Board of Education accept the Retirement of Shari L. Brannock, Superintendent, effective 1/15/2022, as presented.

2. Appointment – Shari Brannock, Part-Time Assistant Supt. for Business

**Recommended Action:** "That the Board of Education appoint Shari L. Brannock, as Part-Time Assistant Superintendent for Business, effective January 19, 2022, per negotiated contract, at the NYS Retired Teacher annual salary amount (currently \$35,000), for a contract period of 5 years, and per NYSTRS employment guidelines, as presented.

3. Appointment – Tara Celotti, Superintendent of Schools

**Recommended Action:** "That the Board of Education appoint Tara Celotti as Superintendent of Schools, effective 1/16/2022, per negotiated five year contract, as presented.

4. Maternity Leave – Jayna Andersen McLoughlin

**Recommended Action:** "That the Board of Education approve a Maternity Leave of Absence for Jayna Andersen McLoughlin beginning January 11, 2021 through May 2, 2021. Use of Sick Time is requested for this leave, as presented.

5. Extra Curricular

**Recommended Action:** "That the Board of Education appoint the following individual to the extra-curricular position listed below, for the 2020-2021 school year."

- a. Freshman Class Advisor—Lauren Berrick, prorated, effective 2/1/2021

6. Addition to Substitute List- Enclosed

**Recommended Action:** "That the Board of Education authorizes the addition to of the following individual(s) to the Substitute List:"

- a. Brittany Foote, School Nurse Substitute

C. Building Use Request(s) – None

D. Conference Requests(s) – None

**ITEM 8:        PRINCIPAL’S REPORT – Tara Celotti**

**ITEM 9:        OLD BUSINESS**

**ITEM 10:      NEW BUSINESS**

A. Budget Workshop - Discussion (Ideas / Suggestions/ Input)

B. CPCS Reversionary Interest in Property at 1599 Creek Road, Crown Point

**Recommended Action:** "That the Board of Education authorize the Superintendent to request payment of \$\_\_\_\_\_ from the current seller, and if payment is agreed upon, to sign the necessary paperwork to clear the lien, as presented.

C. DMV Settlement Agreement

**Recommended Action:** "That the Board of Education authorize the Superintendent to process the DMV Settlement Agreement, effective 1/8/2021, as presented.

**ITEM 11:      POLICIES - None**

**ITEM 12:      COMMITTEE REPORTS**

A. NYSSBA Legislative



**ITEM 13: PUBLIC COMMENTS/CONCERNS**

**ITEM 14: ANNOUNCEMENTS FOR THE GOOD OF THE ORDER**

**A. Upcoming Meetings/Events**

1. January 25-29 - Regents Exams Canceled
2. January 29 - Staff Development Day; No School
3. February 5 - Report Cards
4. February 15-19 - Winter Break, No School
5. March 5 - Early Dismissal 1:05 pm
6. March 5 - 5 Week Reports
7. March 23 - 6:00 p.m.-Budget Workshop Meeting
8. March 23 - 7:00 p.m. Regular BOE Meeting

**ITEM 15: EXECUTIVE SESSION**

**Recommended Action:** "That the Board convene in Executive Session to discuss the subject(s) enumerated below, as presented."

- A. The discussions regarding a particular student
- B. The employment history of a particular person
- C. The discussions regarding proposed, pending or current litigation

**ITEM 16: ADJOURNMENT**

**AGENDA**  
**PUBLIC MEETING OF THE BOARD OF EDUCATION**  
**CROWN POINT CENTRAL SCHOOL DISTRICT**  
**TUESDAY, MARCH 23, 2021**  
**7:00 P. M.**  
**SCHOOL DISTRICT AUDITORIUM**

**ITEM 1: CALL TO ORDER**

**ITEM 2: PLEDGE OF ALLEGIANCE**

**ITEM 3: ROLL CALL OF BOARD MEMBERS**

**ITEM 4: CONSIDERATION OF MINUTES OF PREVIOUS MEETING**

A. Regular meeting – January 19, 2021- Enclosed

**Recommended Action:** "That the Board of Education make any necessary corrections and move the acceptance of the Minutes of the Regular Meeting of January 19, 2021."

**ITEM 5: COMMUNICATIONS**

**ITEM 6: FINANCIAL REPORTS** - Vicki Russell, Treasurer  
- Brandy Harrington, Deputy Treasurer  
- Margaret Polihronakis, Claims Auditor

A. Bank Reconciliations - Enclosed

**Recommended Action:** "That the Board of Education receive the following reconciliation reports:" (January and February 2021)

1. Consolidated Payroll Reconciliation Report
2. Multi-Fund Checking Account
  - a. General Fund (A)
  - b. School Lunch Fund (C)
  - c. Federal Funds (F)
  - d. Capital Funds (H)
  - e. Trust & Agency Account (T)

B. Expenditure Reports - Enclosed

**Recommended Action:** "That the Board of Education authorize the following bills for payment": (January and February 2020)

1. General Fund (A)
2. School Lunch Fund (C)
3. Federal Funds (F)
4. Capital Fund (H)
5. Trust & Agency Account (T)

C. Claims Auditor Report(s) - Enclosed

**Recommended Action:** "That the Board of Education receive the Claims Auditors Report(s), as presented." (January and February 2021)

**ITEM 7: SUPERINTENDENT'S REPORT – Shari L. Brannock**

A. C.S.E./C.P.S.E. – Tieah Gunnison, Chairperson – Enclosed

**Recommended Action:** "That the Board of Education accept the CSE/CPSE recommendations as presented."

B. Personnel

1. Addition to Substitute List – None

**Recommended Action:** "That the Board of Education authorize the addition of the following individual(s) to the 2020-2021 Substitute List:"

2. Data Protection Officer – Tara Celotti

**Recommended Action:** "That the Board of Education appoint Tara Celotti as Data Protection Officer for Crown Point Central School, as presented."

3. Resignation – Robert Lacey

**Recommended Action:** "That the Board of Education accept the resignation of Robert Lacey, Cleaner, effective January 25, 2021, as presented."

4. Appointment/Recall – Kelly White

**Recommended Action:** "That the Board of Education appoint/recall Kelly White, Cleaner, effective January 25, 2021, as presented."

5. Extra Curricular Positions

**Recommended Action:** "That the Board of Education appoint the following Individuals to the extra-curricular positions listed below, for the 2020-2021 school year (salary as per contract), as presented."

a. Boys Modified Baseball Coach - \_\_\_\_\_

6. Maternity Leave – Mary Henopp – Enclosed

**Recommended Action:** "That the Board of Education approve the Maternity Leave request for Mary Henopp, effective March 22 – May 7, 2021, 4 weeks of sick leave and 2 weeks of unpaid leave, dates are approximate, as presented."

C. Building Use Request(s) - None

**Recommended Action:** "That the Board of Education approve the following building use request(s):"

D. Conference Request(s) - None

**ITEM 8: PRINCIPAL'S REPORT – Tara Celotti**

**ITEM 9: OLD BUSINESS**

- A. Budget 2021-2022 - Update
- B. Coronavirus/COVID-19– Update
- C. School Calendar 2021-2022 - Enclosed

**Recommended Action:** “That the Board of Education approve the 2021-2022 School Calendar, as presented.”

**ITEM 10: NEW BUSINESS**

- A. Spring Sports

**Recommended Action:** "That the Board of Education approve a plan for CPCS Athletes to participate in 2021 Spring Sports beginning April 19, 2021, following MVAC, Section 7, Department of Health, Medical Director, CDC, state and local guidelines, as presented.

- B. Unused Snow Days – Discussion

**Recommended Action:** "That the Board of Education designate the remaining four (4) unused snow days as follows:"

1. Friday, May 28, 2021
2. Tuesday, June 1, 2021
3. Friday, April 2, 2021
4. Monday, April 12, 2021

- C. CVES Board of Education Nomination / Vote

**Recommended Action:** “That the Board designate Thursday, April 22, 2021, at 7:45 a.m. for a Board of Education meeting for the purpose of voting in the CVES (Champlain Valley Educational Services) annual election of CVES Board Members and the Administrative Budget vote.” (Note that this may be done via Conference call.)

- D. WHALE WATCH 6<sup>TH</sup> GRADE – POSTPONED

- E. CPTA/BOE Contractual Meeting Date – TBD

- F. 2020-21 Accountability Status – No Testing/Accountability Due to COVID

- G. SCHOOL BREAK IN—January 28, 2021-Update/Enclosed

**ITEM 11: POLICIES**

**ITEM 12: COMMITTEE REPORTS**

- A. NYSSBA Legislative Liaison

**ITEM 13: PUBLIC COMMENTS/CONCERNS**

**ITEM 14: ANNOUNCEMENTS FOR THE GOOD OF THE ORDER**

A. Upcoming Meetings and Events

1. March 26 – Staff Development Day – No school for students
2. April 20 - 22 Grades 3-8 NYS ELA Testing
3. April 20 - Budget Workshop/ Adoption 6:00 pm
4. April 20 - Regular Board of Education Meeting
5. April 5 - 9 - Spring Break, No School
6. May 4 - 6 - Grades 3-8 NYS Math Testing
7. April 16 – Report Cards

**ITEM 15: EXECUTIVE SESSION**

**Recommended Action:** “That the Board convene in Executive Session to discuss the subject(s) enumerated below, as presented”.

- A. The employment history of a particular person
- B. The discussions regarding a particular student
- C. The discussions regarding proposed, pending or current litigation
- D. Negotiations

**ITEM 16: ADJOURNMENT**

**REMINDERS:**

**Budget Workshop March 23, 2021 at 6 p.m.**

**Budget Workshop/Adoption April 20<sup>th</sup>, 6:00 p.m.  
Regular Board Meeting April 20<sup>th</sup>, 7 p.m.**

# AGENDA

**PUBLIC MEETING OF THE BOARD OF EDUCATION  
CROWN POINT CENTRAL SCHOOL DISTRICT  
TUESDAY, April 20, 2021  
7:00 P.M.  
SCHOOL DISTRICT AUDITORIUM**

**ITEM 1: CALL TO ORDER**

**ITEM 2: PLEDGE OF ALLEGIANCE**

**ITEM 3: ROLL CALL OF BOARD MEMBERS**

**ITEM 4: CONSIDERATION OF MINUTES OF PREVIOUS MEETING**

A. Regular meeting – March 23, 2021- Enclosed

**Recommended Action:** "That the Board of Education make any necessary corrections and move the acceptance of the Minutes of the Regular Meeting of March 23, 2021."

**ITEM 5: COMMUNICATIONS**

A. CVES Educational Program and Fiscal Plan – (Emailed)

**ITEM 6: FINANCIAL REPORTS** - Vicki Russell, Treasurer  
- Brandy Harrington, Deputy Treasurer  
- Margaret Polihronakis, Claims Auditor

A. Bank Reconciliations - Enclosed

**Recommended Action:** "That the Board of Education receive the following reconciliation reports:"

1. Consolidated Payroll Reconciliation Report
2. Multi-Fund Checking Account
  - a. General Fund (A)
  - b. School Lunch Fund (C)
  - c. Federal Funds (F)
  - d. Capital Funds (H)
  - e. Trust & Agency Account (T)

B. Expenditure Reports - Enclosed

**Recommended Action:** "That the Board of Education authorize the following bills for payment":

1. General Fund (A)
2. School Lunch Fund (C)
3. Federal Funds (F)
4. Capital Fund (H)
5. Trust & Agency Account (T)

C. Claims Auditor Report(s) - Enclosed

**Recommended Action:** "That the Board of Education receive the Claims Auditors Report(s), as presented."

D. Quarterly Comprehensive Budget Status Report - Enclosed

**Recommended Action:** "That the Board of Education receive the Quarterly Comprehensive Budget Status Report as presented."

E. Budget Transfers - Enclosed

**Recommended Action:** "That the Board of Education receive/approve the Budget Transfers, as presented."

F. Extra Class Activity Accounts Report - Enclosed

**Recommended Action:** "That the Board of Education receive the quarterly extra class activity accounts report for the months of January, February and March, 2021, as presented."

G. Quotes and Bids

**Recommended Action:** "That the Board of Education authorize the Treasurer to advertise for quotes/bids for the 2021-2022 school year for:"

1. Trash Removal
2. #2 Fuel/Diesel Fuel
3. Lease/Purchase of School Bus
4. Milk, Bread, Rolls, Ice Cream

**ITEM 7: SUPERINTENDENT'S REPORT – Shari L. Brannock**

A. C.S.E./C.P.S.E. – Tieah Gunnison, Chairperson – Handout

**Recommended Action:** "That the Board of Education accept the CSE/CPSE recommendations as presented."

B. Personnel - None

C. Addition to Substitute List - None

D. Building Use Request(s) - None

**Recommended Action:** "That the Board of Education approve the following building use request(s)."

**ITEM 8: PRINCIPAL'S REPORT – Tara Celotti**

**ITEM 9: OLD BUSINESS**

A. Budget Adoption – Discussion

**Recommended Action:** "That the Board of Education adopt the 2021-2022 budget in the amount of \$\_\_\_\_\_."

B. Smart Schools Project – Update

C. COVID19 – Update

**ITEM 10: NEW BUSINESS**

A. Appointment of Tellers

**Recommended Action:** "That the Board appoint the following individuals as tellers for the Budget / Board Elections, at minimum wage, to include dinner, as presented."

1. Christopher Johnson
  2. Victoria Cole
  3. Lilli Peters
- Alternate#1 Thomas Woods  
Alternate#2 Alyssa Norton

B. Perkins V Grant Summary and CVES Consortium Fund Use Agreement

**Recommended Action:** "That the Board of Education approve the Perkins V Grant Summary and CVES Consortium Fund Use Agreement, as presented."

C. CVES Administrative Budget Vote/Board Member Election

**Recommended Action:** "That the Board of Education approve the casting of its vote or votes in the annual election of members of the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Educational Services) for the person or persons indicated on the enclosed ballot."

D. CVES Administrative Budget Vote/Board Member Election

**Recommended Action:** "That the Board of Education approve the tentative Administrative Budget of the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Educational Services) in the amount of \$\_\_\_\_\_."



**ITEM 11: POLICIES**

**ITEM 12: COMMITTEE REPORTS**

A. NYSSBA Legislative Liaison

**ITEM 13: PUBLIC COMMENTS/CONCERNS**

**ITEM 14: ANNOUNCEMENTS FOR THE GOOD OF THE ORDER**

A. Upcoming Meetings and Events

1. May 3 – 7 Teacher Appreciation Week
2. May 4 - 6 - Grades 3-8 NYS Math Testing
3. May 11 - Budget Hearing 7pm
4. May 18 - Budget Vote 12pm-8pm
5. May 18 - Board of Education Meeting 7 pm
6. May 28, 31, June 1 - Memorial Day Holiday (No School / 2 snow days)

**ITEM 15: EXECUTIVE SESSION**

**Recommended Action:** “That the Board convene in Executive Session to discuss the subject(s) enumerated below, as presented.”

- A. The employment history of a particular person
- B. The discussions regarding a particular student
- C. The discussions regarding proposed, pending or current litigation
- D. Negotiations

**ITEM 16: ADJOURNMENT**

# **A G E N D A**

## **MEETING OF THE BOARD OF EDUCATION CROWN POINT CENTRAL SCHOOL DISTRICT THURSDAY, April 22, 2021**

**7:45 a.m.**

### **SUPERINTENDENT'S OFFICE or CONFERENCE/VIDEO CALL**

**ITEM 1: CALL TO ORDER**

**ITEM 2: PLEDGE OF ALLEGIANCE**

**ITEM 3: ROLL CALL OF BOARD MEMBERS**

**ITEM 4: NEW BUSINESS**

**A. ADMINISTRATIVE BUDGET VOTE/BOARD MEMBER ELECTION  
(Discussion)**

**Recommended Action:**

**# 1:** "That the Board adopt a resolution casting its vote or votes in the annual election of members of the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Educational Services) for the person or persons indicated on the attached ballot."

**# 2:** "That the Board adopt a resolution approving the tentative Administrative Budget of the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Educational Services) in the amount of \$6,342,174"

**ITEM 5: OTHER ITEMS**

**ITEM 6: PUBLIC COMMENTS/CONCERNS**

**ITEM 7: ADJOURNMENT**

# A G E N D A

**PUBLIC MEETING OF THE BOARD OF EDUCATION  
CROWN POINT CENTRAL SCHOOL DISTRICT  
TUESDAY, MAY 18, 2021  
7:00 P.M.  
SCHOOL DISTRICT AUDITORIUM**

**ITEM 1: CALL TO ORDER**

**ITEM 2: PLEDGE OF ALLEGIANCE**

**ITEM 3: ROLL CALL OF BOARD MEMBERS**

**ITEM 4: CONSIDERATION OF MINUTES OF PREVIOUS MEETINGS**

A. Regular Meeting / Budget Adoption –April 20, 2021 - Enclosed

**Recommended Action:** "That the Board of Education make any necessary corrections and move the acceptance of the Minutes of the Regular Meeting of April 20, 2021."

B. Budget Hearing–May 11, 2021 - Enclosed

**Recommended Action:** "That the Board of Education make any necessary corrections and move the acceptance of the notes of the Budget Hearing of May 11, 2021."

**ITEM 5: COMMUNICATIONS**

A. Correspondence - Informational/Enclosed

1. CVES/BOCES – Election/Budget Vote of 4/22/21 Results

**ITEM 6: FINANCIAL REPORTS - Vicki Russell, Treasurer**

- Brandy Harrington, Deputy Treasurer

- Margaret Polihronakis, Claims Auditor

A. Bank Reconciliations - Enclosed

**Recommended Action:** "That the Board of Education receive the following reconciliation reports:"

1. Consolidated Payroll Reconciliation Report
2. Multi-Fund Checking Account
  - a. General Fund (A)
  - b. School Lunch Fund (C)
  - c. Federal Funds (F)
  - d. Capital Funds (H)
  - e. Trust & Agency Account (T)

B. Expenditure Reports - Enclosed

**Recommended Action:** "That the Board of Education authorize the following bills for payment":

1. General Fund (A)
2. School Lunch Fund (C)
3. Federal Funds (F)
4. Capital Fund (H)
5. Trust & Agency Account (T)

C. Claims Auditor Report(s) - Enclosed

**Recommended Action:** "That the Board of Education receive the Claims Auditors Report(s), as presented."

D. #2 Fuel / Diesel Fuel

**Recommended Action:** "That the Board of Education accept the quote from Avery Energy for the 2021-2022 school year, with price change sheets submitted, as follows:"

1. Fuel Oil #2 - Rack price plus 15¢ per gallon, including delivery fee.
2. Diesel Fuel - Rack price plus 15¢ per gallon, including delivery fee.

E. Trash Removal—Need to Rebid for June—2 bids identical amounts

**Recommended Action:** "That the Board of Education accept the quote from \_\_\_\_\_ for rubbish pickup at a price of \_\_\_\_\_ flat rate per month and Recycling at a price of \_\_\_\_\_ flat rate per month, no surcharges for the 2021-2022 school year."

F. Bus Lease

**Recommended Action:** "That the Board of Education authorize the contract for the lease of a 66 passenger bus with 5 annual payments of \$18,900 from Leonard Bus Sales, pending budget approval, by May 18<sup>th</sup>, as presented."

G. Johnson Controls - Enclosed

**Recommended Action:** "That the Board approve the service contract for the 2021-2022 school year in the amount of \$1,890.00 for gym roof heating units service, as presented."

**ITEM 7: SUPERINTENDENT'S REPORT** – Shari L. Brannock

A. C.S.E./C.P.S.E. – Chairperson, Tieah Gunnison – Handouts

**Recommended Action:** "That the Board of Education accept the CSE/CPSE recommendations as presented."

B. Personnel

1. Appointment/Recall – Paula Norton, Special Education Teacher

**Recommended Action:** "That the Board of Education appoint/recall Paula Norton, Special Education Teacher, Step 19, B+39, Masters, effective July 1, 2021, as presented."

2. Appointment – Rudy Brouwer, Technology Consultant

**Recommended Action:** "That the Board of Education appoint Rudy Brouwer, as Tech Consultant at \$40 per hour, with mileage reimbursement, as needed at Superintendent discretion, effective May 19, 2021, as presented."

3. David Strible, Substitute Cleaner

**Recommended Action:** "That the Board of Education approve David Strible as a substitute Cleaner effective May 19, 2021, as presented."

4. Graduate Credit Hours, Megan Walls

**Recommended Action:** "That the Board of Education approve the additional 18 credit hours for Megan Walls, for the 20-21 school year, per transcript, as presented."

C. Cooperative Purchasing Agreement

**Recommended Action:** "That the Board of Education adopt a resolution agreeing to participate in the St. Lawrence/Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the Cooperative Purchasing agreement for the 2021-2022 school year and enter it into the minute book."

D. Building Use Request(s) - None

E. Conference Attendance Request(s) - None

F. Recruitment – Discussion

**Recommended Action:** "That the Board of Education authorize the Superintendent to post and/or advertise various anticipated positions, as presented."

**ITEM 8: PRINCIPAL’S REPORT – Tara Celotti – Sunshine Report**

**ITEM 9: OLD BUSINESS**

- A. Federal Grants, CARES, CRSAA, ESSER, ARPA - Update
- B. COVID-19 - Update
- C. BOND ANTICIPATION NOTE – CVES BUILDING PROJECT  
**Recommended Action:** “That the Board of Education approve the renewal of the BAN for the CVES Building Project in the amount of \$618,370 and accept the sale award to NBT Bank, as presented.

**ITEM 10: NEW BUSINESS**

- A. Board of Education Meetings – Handout  
**Recommended Action:** “That the Board of Education designate meeting dates/times for regular Board of Education meetings for the 2021-2022 school year as the third Tuesday of every month, (generally) at 7:00 p.m. as presented.”
- B. Pre-Kindergarten Roster 2021-2022 – Enclosed  
**Recommended Action:** “That the Board of Education establish the 2021-22 Pre-Kindergarten Roster, effective May 14, 2021 by Registration, as presented.”
- C. Summer Curriculum Work / Summer School Programs  
**Recommended Action:** “That the Board of Education approve Summer Curriculum work by various staff at a contract rate of \$25 per hour, as needed, at the Superintendent’s discretion.”
- D. CVES Summer School  
**Recommended Action:** “That the Board of Education adopt the Resolution to Participate in BOCES Special Education Summer School 2022”.

**RESOLUTION**

(District to Participate in BOCES Summer School 2022)

WHEREAS, the Crown Point Central School District and its Board of Education have consistently appreciated, relied upon and subscribed to this region’s Board of Cooperative Educational Services (BOCES) shared services for special education summer programming, on behalf of particular students who have individual education plans (IEPs) calling for such specialized summer services; and

WHEREAS, this region’s BOCES has the specialized administrative staff, program staff, facilities, expertise and general mission to provide for such services that are generally not feasible for individual component school districts to implement as efficiently and cost-effectively, as the BOCES offers this service on a shared basis for the component school districts and their Boards of Education; and

WHEREAS, the Crown Point Central School District cannot provide special education school-age summer school services in a more cost-effective manner than BOCES, due to the ability of BOCES to offer and provide services to multiple districts who are able to share costs; therefore;

BE IT RESOLVED that the Crown Point Central School District intends to participate in the 2022 Special Education School-Age Summer School, and agrees to pay the actual CEWW BOCES costs for the 2022 summer school; and

BE IT FURTHER RESOLVED, that no later than August 2, 2021, the Clerk of the Board shall notify the CEWW BOCES in writing of the District's commitment as described herein and the District's intent to participate in the 2022 Special Education School-Age Summer School. A copy of this adopted resolution is to be provided to the CEWW BOCES and its District Superintendent.

E. Graduation – Discussion

F. Student Accident Insurance

**Recommended Action:** "That the Board of Education approve Pupil Benefits Plan, Inc. as our student accident insurance carrier for the 2021-2022 school year, at the rate of \$13.59 per student, effective July 1, 2021."

G. Senior Class Trip – Hampton Beach, NH, June 17-19, 2021 – Enclosed

**Recommended Action:** "That the Board of Education approve the Senior Class Trip and transportation, as presented.

H. Adirondack Foundation Generous Acts Fund, A Brighter Pathway to Reading

**Recommended Action:** "That the Board of Education increase the 2020-2021 Budget appropriations by \$10,000 for the expenditures of the Generous Acts Fund Grant, as presented.

I. Boardworks: K-12 Education Suite

**Recommended Action:** "That the Board of Education approve the purchase of the Boardworks teacher curriculum resource, effective July 1, 2021, as presented.

J. CVES Technology CoSer 564

**Recommended Action:** "That the Board of Education approve participation in the CVES Technology CoSer 564 effective July 1, 2021, as presented.

K. Plouffe's Boiler & Mechanical Service

**Recommended Action:** "That the Board of Education approve the contract with Plouffe's Boiler & Mechanical Service for the 2021-22 School Year, in the amount of \$4,304, as presented.

**ITEM 11: POLICIES –Policy on Diversity, Equity and Inclusion**

**Recommended Action:** "That the Board of Education review/adopt the Policy on Diversity, Equity and Inclusion framework, as presented.

**ITEM 12: COMMITTEE REPORTS**

- A. NYSSBA Legislative Liaison

**ITEM 13: PUBLIC COMMENTS/CONCERNS**

**ITEM 14: ANNOUNCEMENTS FOR THE GOOD OF THE ORDER**

- A. Upcoming Meetings
  1. June 15 Board of Education Meeting @ 7:00 p.m.
  2. July 13 Reorganizational Meeting @ 7:00 p.m.
  3. July 13 Board of Education Meeting, following Reorganizational meeting

**ITEM 15: EXECUTIVE SESSION**

**Recommended Action:** "That the Board convene in Executive Session to discuss the subject(s) enumerated below, as presented."

- A. The employment history of a particular person
- B. The discussions regarding a particular student
- C. The discussions regarding proposed, pending or current litigation

**ITEM 16: ADJOURNMENT**



**A G E N D A**  
**CROWN POINT CENTRAL SCHOOL DISTRICT**  
**ANNUAL BUDGET HEARING**  
**TUESDAY, May 11, 2021 – 7:00 P.M.**  
**SCHOOL DISTRICT AUDITORIUM**

ITEM 1: CALL TO ORDER .....MITCH ST. PIERRE  
BOARD PRESIDENT

ITEM 2: PLEDGE OF ALLEGIANCE

ITEM 3: ROLL CALL OF MEMBERS OF BOARD.....KARLA J. VIGLIOTTI  
DISTRICT CLERK

ITEM 4: READING OF NOTICE OF MEETING .....KARLA J. VIGLIOTTI  
DISTRICT CLERK

ITEM 5: PRESENTATION AND DISCUSSION OF SCHOOL  
BUDGET.....MITCH ST. PIERRE  
BOARD PRESIDENT

ITEM 6: OTHER BUSINESS PERTAINING TO THE BUDGET

ITEM 7: ADJOURNMENT

**A G E N D A**  
**PUBLIC MEETING OF THE BOARD OF EDUCATION**  
**CROWN POINT CENTRAL SCHOOL DISTRICT**  
**TUESDAY, JUNE 15, 2021**  
**7:00 P.M.**  
**SCHOOL DISTRICT AUDITORIUM**

**ITEM 1:     CALL TO ORDER**

**ITEM 2:     PLEDGE OF ALLEGIANCE**

**ITEM 3:     ROLL CALL OF BOARD MEMBERS**

**ITEM 4:     CONSIDERATION OF MINUTES OF PREVIOUS MEETING**

A. Regular Meeting / Budget Adoption – May 18, 2021 – Enclosed

**Recommended Action:** "That the Board of Education make any necessary corrections and move the acceptance of the Minutes of the Regular Meeting of May 18, 2021."

B. Election Results - May 18, 2021 - Enclosed

**Recommended Action:** "That the Board of Education make any necessary corrections and move the acceptance of the Election Results of May 18, 2021."

**ITEM 5:     COMMUNICATION**

1. Crown Point Non-Instructional Association – Thanks and Appreciation

**ITEM 6:     FINANCIAL REPORTS** - Vicki Russell, Treasurer

- Brandy Harrington, Deputy Treasurer

- Margaret Polihronakis, Claims Auditor

A. Bank Reconciliations – Enclosed

**Recommended Action:** "That the Board of Education receive the following reconciliation reports:"

1. Consolidated Payroll Reconciliation Report

2. Multi-Fund Checking Account

a. General Fund (A)

b. School Lunch Fund (C)

c. Federal Funds (F)

d. Capital Funds (H)

e. Trust & Agency Account (T)

B. Expenditures Reports – Enclosed

**Recommended Action:** "That the Board of Education authorize the following bills for payment:"

1. General Fund (A)
2. School Lunch Fund (C)
3. Federal Funds (F)
4. Capital Fund (H)
5. Trust & Agency Account (T)

C. Claims Auditor Report(s) – Enclosed

**Recommended Action:** "That the Board of Education receive the Claims Auditors Report(s), as presented."

D. Robert and Genevia Barney Best Scholarship Funds CD

**Recommended Action:** "That the Board of Education renew the Robert and Genevia Barney Best Scholarship Funds CD in the amount of \$224,021.42, effective June 7, 2021, for one year, as presented."

E. Liability Insurance Company

**Recommended Action:** "That the Board of Education approve Amsure/Adirondack Trust Insurance, Agent for Utica National Insurance Company, as our liability Insurance carrier for the 2021-2022 school year, effective July 1, 2021."

F. Student Accident Insurance

**Recommended Action:** "That the Board of Education approve Pupil Benefits Plan, Inc. as our student accident insurance carrier for the 2021-2022 school year, at the rate of \$\_\_\_\_\_ per student, effective July 1, 2021."

G. Trash Removal

**Recommended Action:** "That the Board of Education accept the quote from Ace Carting for rubbish pickup at a price of \$339 flat rate per month and Recycling at a price of \$100 flat rate per month, total of \$439, no surcharges for the 2021-2022 school year."

**ITEM 7: SUPERINTENDENT'S REPORT – Shari L. Brannock**

A. C.S.E./C.P.S.E. – Chairperson, Tieah Gunnison – Handout

**Recommended Action:** "That the Board of Education accept the CSE/CPSE recommendations as presented."

B. Personnel

1. School Secretary/Clerk Summer Hours

**Recommended Action:** "That the Board of Education authorize the Superintendent to utilize office staff / office subs for clerical assistance as needed during summer breaks at individual rates of pay, or sub rates, as presented."

2. Cleaner / Part-time Bus Driver- Steven Congemi

**Recommended Action:** "That the Board of Education approve Steven Congemi as Cleaner, Step 1, \$26,000, plus Health Insurance Buyout of

\$2,500, in addition, appoint as Part-time Bus Driver, effective August 30, 2021, as presented.

3. Elementary / Reading Teacher – Marijane Stanley

**Recommended Action:** "That the Board of Education approve Marijane Stanley, who is certified as an Elementary / Reading Teacher, Step 11, B+36, Master, \$50,885, effective July 1, 2021. Tenure area for Elementary Teacher is a probationary period commencing on September 1, 2021 and anticipated to end on August 31, 2023. In order to be eligible for tenure, individuals receiving a probationary appointment as a classroom teacher must receive annual composite or overall APPR ratings of Highly Effective or Effective in the two preceding years. If the individual received a rating of Ineffective in the final year of the probationary period, (he or she) will not be eligible for tenure at that time."

4. Addition to Substitute List – None

C. Tenure

1. Erica Harrington-Peters

**Recommended Action:** "That the Board of Education award tenure in the area of Childhood Education Teacher, Grades 1-6, to Erica Harrington-Peters, Elementary Teacher, effective August 31, 2021."

2. Karla Vigliotti

**Recommended Action:** "That the Board of Education award tenure in the area of Teaching Assistant, to Karla Vigliotti effective August 31, 2021."

3. Recall Non-Instructional Position(s)-2021-2022 Budget

**Recommended Action:** "That the Board of Education recall the following Non-Instructional position(s) effective July 1, 2021, as presented:"

- a. 0.20 Nurse
- b. 1.0 Lunch Monitor
- c. 1.0 Cleaner
- d. 0.50 Food Service Helper

D. Appointments

1. CSE/CPSE Co-Chairperson –Tieah Gunnison

**Recommended Action:** "That the Board of Education appoint Tieah Gunnison as the 2020-2021, Pre-K-12 CSE and CPSE Co-Chairperson, who is (a) qualified to provide or supervise the provision of instruction to meet the unique needs of children with disabilities and (b) is knowledgeable about the general curriculum and the availability of local education resources, at an annual salary of \$51,351 with benefits, effective July 1, 2021, as presented."

2. Certified Occupational Therapy Assistant (COTA), Part-Time - Margaret Polhironakis

**Recommended Action:** "That the Board of Education appoint

Margaret Polhironakis to the position of Certified Occupational Therapy Assistant (COTA), Part-time, 3.5 days per week at an annual stipend of \$35,897 to include single Health Insurance benefits and 7 sick days annually with no accumulation, for the 2021-2022 school year, as presented.”

3. Physical Therapist Agreement/contract, Robert Gautreau  
**Recommended Action:** “That the Board of Education authorize the Superintendent to sign the Agreement/Contract with Robert Gautreau, to provide Physical Therapy services per contract, as presented.”
4. Certified OTR/L, Supervisor, Eileen Langey-Goralczyk  
**Recommended Action:** “That the Board of Education appoint Eileen Langey-Goralczyk to the position of Certified OTR/L for the 2021-2022 school year for approximately 20 hours per year at \$75/hr., as presented.”
5. Speech Language Pathologist Agreement/Contract, Carrie Langey  
**Recommended Action:** “That the Board of Education authorize the Superintendent to sign the Agreement/Contract with Carrie Langey, Speech-Language Pathologist, to provide Medicaid supervision to therapist(s) in accordance with current Medicaid regulations at the rate of \$100/hour for the 2021-2022 school year, as presented.”
6. School District Psychologist – Mary Henopp  
**Recommended Action:** “That the Board of Education appoint Mary Henopp as the full-time School District Psychologist for the 2021-2022 school year at a salary of \$63,994 effective September 1, 2021, as presented.”
7. C.S.E./C.P.S.E. Co-Chairperson/ District Representative  
**Recommended Action:** “That the Board of Education appoint Tara Celotti or School Psychologist to serve as a C.S.E./C.P.S.E. Co-Chairperson/ District Representative, who is (a) qualified to provide or supervise the provision of instruction to meet the unique needs of children with disabilities and (b) is knowledgeable about the general curriculum and the availability of local education resources.”
8. Organization of Committee for Special Education 2021-2022  
(wording reflects requirements of IDEA)  
**Recommended Action:** “That the Board of Education approve the organization of the Committee on Special Education (CSE) for the 2021-2022 school year as follows:”
  - a) Chairperson: Tieah Gunnison
  - b) School Psychologist: Mary Henopp
  - c) Parent Rep: Penny Comes or Theresa Landry
  - d) Parent(s) of the child with a disability
  - e) School physician (if requested)
  - f) A regular education teacher of the child if the child will be participating in the regular education environment
  - g) A special education teacher or provider of the child

- h) Other individuals who have special knowledge or expertise regarding the child at the discretion of the school or parent
  - i) The student, when appropriate
9. Organization of Committee for Pre-School Special Education (CPSE) 2021-2022  
**Recommended Action:** "That the Board of Education approve the organization of the Committee on Pre-School Special Education (CPSE) for the 2021-2022 school year as follows:"
- a) Chairperson: Tieah Gunnison
  - b) Parent Rep: Penny Comes or Theresa Landry
  - c) Parent(s) of the child with a disability
  - d) A regular education teacher of the child if the child will be participating in the regular education environment
  - e) A special education teacher or provider of the child
  - f) Other individuals who have special knowledge or expertise regarding the child at the discretion of the school or parent
  - g) The student, when appropriate
  - h) A Professional from the municipality (attendance not required for quorum)
  - i) For initial meetings, a person who participated in the evaluation of the child or an appropriate professional from the District as described in 4410(3)(a) of Education Law
  - i. For a child transitioning from early intervention, an appropriate professional from the program
10. Surrogate Parents for Special Education 2021-2022  
**Recommended Action:** "That the Board of Education reappoint surrogate parent(s) for Special Education for the 2020-2021 school year:"
- a. Barbara Armstrong
11. CSE/CPSE Clerk, Brandy Harrington  
**Recommended Action:** "That the Board of Education appoint Brandy Harrington as CSE/CPSE Clerk, at an annual stipend of \$5,000 effective 7/1/21."
12. 2021 CVES / School Summer Food Service Program  
**Recommended Action:** "That the Board of Education appoint the following people for Summer 2020 bus drivers, monitors, cafeteria, salary per contract, as needed."
- a) Bruce Burns
  - b) Robert Patnode, Jr.
  - c) Patricia Tourtellot
  - d) David Strieble
  - e) Henry DuShane
  - f) Caleb Spaulding
  - g) Mark St. Pierre
  - h) Dawn Wranosky
  - i) Brandy Beeman
  - j) Jennifer Sours

### 13. Extra-Curricular Positions

#### a. Appointments

**Recommended Action:** "That the Board of Education appoint the following individual(s) to the extra-curricular position(s) listed below, for the 2021-2022 school year, as presented."

1. Intramural Program -
2. Advisor, 6<sup>th</sup> Grade Class -
3. Advisor, Freshman Class -
4. Advisor, Sophomore Class -
5. Advisor, Junior Class -
6. Advisor, Senior Class – Erica Peters
7. Varsity Club - John Swinton
8. Student Council - Shane Thelen
9. National Honor Society - Joanne Mazzotte and Alana Gaddor (50/50)
10. Year Book Advisor - Tieah Gunnison
11. Band Director – Megan Walls
12. Chorus Director – Megan Walls
13. School Play – I act or 3 acts - Crystal Farrell
14. Journalism - Crystal Farrell
15. Academic Bowl - Shane Thelen
16. FCCLA - Rachael Leclaire-Charron
17. News Coordinator - Rachael Leclaire-Charron
18. CFES Coordinator – Rachael Leclaire-Charron
19. Quiz Bowl - Shane Thelen
20. SADD Advisor - Jaci Pockett
21. Director of Athletics - John Swinton
22. Soccer, Boys' Varsity - Randy Pertak & T. Waldorf and B. Peters unpd
23. Soccer, Girls' Varsity -
24. Soccer, Boys' Modified –
25. Soccer, Girls' Modified -
26. TimeKeeper – Soccer & Basketball –
27. Webmaster – Megan Walls
28. Sports Site Coordinator –Soccer –
29. Girls' Varsity Basketball Coach -
30. Boys' Varsity Basketball Coach - Jason Hughes
31. Girls' Modified Basketball Coach – Randy Pertak
32. Boys' Modified Basketball Coach – John Swinton
33. Cheerleading Coach (Modified/Varsity) -
34. Ticket Seller-Basketball -
35. Shot Clock-Basketball – Randy Pertak
36. Sports Site Coordinator - Basketball -
37. Baseball, Boys' Varsity - Randy Pertak with Brad Peters unpaid
38. Softball, Girls' Varsity – Mike Ross & D. Foote and S. McIntosh unpd
39. Baseball, Boys' Modified -
40. Softball, Girls' Modified – Lauren Berrick
41. Varsity Golf – John Swinton
42. Sports Site Coordinator – Baseball/Softball – Shane Thelen

#### 14. CPCS Stipend Positions

##### a. Appointments

**Recommended Action:** "That the Board of Education appoint the following individual(s) to the Stipend position(s) listed below, for the 2021-2022 school year, as presented."

1. Assessment Coordinator PK-8 – Jaci Pockett
2. Assessment Coordinator 9-12 – Joanne Mazzotte
3. Assessment Coordinator Special Ed –
4. DASA Coordinator – Tara Celotti
5. Deputy Claims Auditor – Karla Vigliotti
6. Deputy Tax Collector – Karla Vigliotti
7. Student Activities Coordinator –
8. Student Support Services Leader –
9. After School Program Director – Tara Celotti until 1/15/21, \_\_\_\_\_
10. Summer Program Coordinator – Jaci Pockett
11. Curriculum Coordinator – Teri Calabrese-Gray
12. Grants Management Support – Shari Brannock
13. Summer Program Student Mentors – Kristen DuShane, Sara Beeman, Alissa DuShane, Celia Peters, Lauren Kimball, Eleanor Harmon, Alyssa Norton - \$600 each

E ENCLOSED. Building Use Request(s) - None

#### ITEM 8: PRINCIPAL'S REPORT

#### ITEM 9: OLD BUSINESS

##### A. Universal Pre-Kindergarten Program (UPK) & Kindergarten Program

**Recommended Action:** "That the Board of Education establish a roster effective June 15, 2021, authorizing enrollment to include only students eligible for PreK. In addition, approve a list of students for Kindergarten according to NYSED Universal PreK guidance, "A child who is age-eligible to attend Kindergarten is not eligible for the UPK program, as presented." As of June 15, 2021 there are 20 students enrolled in PreK, placing any new enrollees to be placed on a waiting list.

##### B. Property at 1599 Creek Road Resolution - Enclosed

##### C. Policy on Diversity, Equity and Inclusion – Enclosures (2) / Discussion

(On May 18, 2021, the Board of Education reviewed /adopted the Policy on Diversity, Equity and Inclusion framework received from NYSED on May 10<sup>th</sup>)

#### ITEM 10: NEW BUSINESS

##### A. Adult Education Sponsorship Agreement

**Recommended Action:** "That the Board of Education adopt a resolution agreeing to participate in the Champlain Valley Educational Services Adult Education Sponsorship Agreement for the 2020-2021 school year and enter it into the minute book.



B. Agreement for Nursing Services – ECH – Enclosed

**Recommended Action:** “That the Board of Education approve the Agreement between CPCS and The University of Vermont Health Network, Elizabethtown Community Hospital, as presented.

**ITEM 11: POLICIES**

**ITEM 12: COMMITTEE REPORTS**

A. NYSSBA Legislative Liaison

**ITEM 13: PUBLIC COMMENTS/CONCERNS**

**ITEM 14: ANNOUNCEMENTS FOR THE GOOD OF THE ORDER**

A. Upcoming Meetings/Events

1. June 24 - Kindergarten Graduation 11am – Gymnasium
2. June 24 - 6<sup>th</sup> Grade Graduation 7pm – Gymnasium
3. June 25 - 12<sup>th</sup> Grade Graduation 7pm – Gymnasium
2. July 13 - Reorganizational Meeting 7pm – Auditorium
3. July 13 - Regular BOE Meeting follows the Reorganizational Meeting

**ITEM 15: EXECUTIVE SESSION**

**Recommended Action:** “That the Board convene in Executive Session to discuss the subject(s) enumerated below, as presented.”

- A. The employment history of a particular person
- B. The discussions regarding a particular student
- C. The discussions regarding proposed, pending or current litigation

**ITEM 16: ADJOURNMENT**

**Congratulations to our 2021 graduates!**

