

**PLATTSBURGH CITY SCHOOL DISTRICT  
Plattsburgh, New York**

**Minutes of the Meeting of the  
Board of Education Reorganization and Regular Meeting  
October 15, 2020 – 6:00 p.m. – Hybrid**

*to participate go to: <https://bit.ly/3dptAKQ> or  
phone 1-408-418-9388 (note: this is a toll call)*

**ROLL**

Board of Education

Leisa Boise (President) – excused  
Amelia Goerlitz – excused  
Robert Hall, Jr. – present  
Thomas Lacey – present  
Ronald Marino – excused  
Clayton Morris – present  
Tracy Rotz – (Vice-president) – present  
Roderick Sherman – present  
Fred Wachtmeister – present

Others

Jay C. Lebrun (Superintendent of Schools) – present  
Carrie Harvey-Zales – (Ass't. Supt. for Curriculum & Instruction) – present  
David Baroody (Ass't. Supt. for Business) – present  
Glenn Hurlock – (Director of Special Education) - excused  
Dawn Stetz (District Clerk - Host) – present  
Lucas Wisniewski (Alt. Host) - present

**PLEDGE OF ALLEGIANCE:** Mr. Tracy Rotz led the pledge of allegiance.

**CALL TO ORDER/EXECUTIVE SESSION:** At 6:00 p.m., it was moved by Mr. Marino, seconded by Mr. Hall to call the meeting to order and enter into Executive Session to discuss matters as provided for in Board Policy 2330; potential litigation, the employment history of particular personnel and collective negotiations pursuant to Article 14 of the Civil Service Law, specifically the Plattsburgh Teachers' Association. **Motion Carried: 7-0**

**RECONVENE:** At 7:21 p.m., it was moved by Mr. Marino, seconded by Mr. Hall to reconvene to Regular Session. **Motion Carried: 7-0**

**SPOTLIGHT:** Board of Education Recognition – Superintendent Lebrun presented the Board with a plaque expressing thanks to the Board for their hard work in seeing the completion of the footbridge. The plaque will be posted on the bridge.

**PUBLIC COMMENT** – There were no public comments.

**CONSENT AGENDA ITEMS**

It was moved by Mr. Hall, seconded by Mr. Wachtmeister to recommend the Board approve the consent agenda items:

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**Minutes**

Recommend the Board approved the minutes for the meetings held on August 31, 2020, September 24, 2020 and October 5, 2020.

**Adoption of the Agenda**

Recommend the Board of Education adopt the agenda for the meeting being held today.

**CSE, CPSE and 504 Plan Recommendations**

Recommend the Board of Education approve the Committee on Preschool Special Education, Committee on Special Education and Committee on 504 Plan recommendations as presented in *Appendix I*.

**Personnel****Probationary/Miscellaneous Appointments**

Recommend the Board of Education appoint the following probationary/Miscellaneous appointments:

EMPLOYEE	POSITION/TENURE AREA	GRADES/DEPT.	EFFECTIVE DATE	PAY RATE	COMMENTS
Brian White	Long Term Substitute Business Education Teacher	SMS	September 1, 2020 through June 25, 2021	Salary of \$40,480 (Step 1, B) retroactive	Replacing a teacher, who is on leave.
Elizabeth Frady	Elementary Teacher (46.15%)	Glasgow	September 28, 2020 through June 30, 2021	Salary of \$40,480 pro-rated	Relieved of Teaching Ass't. duties by 46.15%
Cara Meyer	Elementary Teacher (23.07%)	Glasgow	September 28, 2020 through June 30, 2021	Salary of \$40,480 pro-rated	Relieved of Teaching Ass't. duties by 23.07%
Roger O'Connell	School Monitor	Momot	September 25, 2020	\$12.64/hour Level I	52-week probationary appointment. 2.5 hours/day
Giles Davies	Custodial Worker	SMS	October 16, 2020	\$14.23/hour	52-week probationary appointment. 4 hours/day
Christopher Hartmann	Athletic Coordinator	Districtwide	September 25, 2020 through June 30, 2021	Stipend of \$16,000 pro-rated	
Neil Bowlen	Assistant to the Athletic Coordinator	Districtwide	September 25, 2020 through June 30, 2021	Non-contact rate, per contract	Not to exceed 100 hours.
Bethany Leclair	AIS Coordinator	PHS	2020-2021 School Year	Stipend of \$500 (per contract)	
Adam Mehan	Head Coach Girls' Cross Country	Districtwide	2020-2021 School Year	Stipend of \$3,338	Replacing a coach, who resigned.

**Substitute/Temporary On Call (TOC) Appointments** - Recommend the Board of Education approve the appointments and rates of pay as presented.

Name	Certification	Rate	Position (Subs)	Fingerprint Status
Suzanne Daley	Non-Certified	\$103/day \$88/day \$17.90/hour	Teacher Teaching Assistant Tutor	Pending
Miranda Hack	Non-Certified	\$103/day \$88/day \$17.90/hour	Teacher Teaching Assistant Tutor	Cleared
Adina Nema	Certified	\$113/day \$88/day \$17.90/hour	Teacher Teaching Assistant Tutor	Cleared
Hafida Saky	Non-Certified	\$88/day	Teaching Assistant	Pending
Ian Spear	Non-Certified	\$103/day \$88/day \$17.90/hour	Teacher Teaching Assistant Tutor	Cleared
Nathalie Wood	Non-Certified	\$88/day	Teaching Assistant	Pending
Emily Duquette	N/A	\$11.80/hour	School Bus Monitor	Cleared
Scott Ferris	N/A	\$11.80/hour \$11.80/hour	School Monitor Student Aide/Teacher Aide	Cleared
Todd Howard	N/A	\$11.80/hour	School Monitor	Pending
Winema Kenny	N/A	\$15.74/hour	Cook Manager	Cleared
Katherine Otis	N/A	\$11.80/hour \$11.80/hour	School Monitor Student Aide/Teacher Aide	Cleared

**Increase in Hours**

Recommend that the Board of Education approve Sherry Longe increasing her hours from 3.75 to 8.0 hours, at a rate of \$14.84 per hour as a Custodial Worker effective October 16, 2020.

**Retirement/Resignation**

Recommend the Board of Education accept Corey Mousseau’s letter of resignation as the Girls’ Cross Country Coach, effective September 25, 2020.

Recommend the Board of Education accept Melissa Caraballo’s letter of resignation as Building Technologist, effective October 5, 2020.

Recommend the Board of Education accept Donna Polynice’s letter of resignation as School Monitor, effective September 8, 2020.

Recommend the Board of Education accept Kelly Chew’s letter of resignation as School Monitor, effective September 28, 2020.

Recommend the Board of Education accept Charlene O’Connor’s letter of retirement as Food Service Director, effective November 30, 2020.

**Business**

**Reports for Board of Education Information**

The following are presented for Board of Education information:

- 1) Middle School Extraclassroom Activity Reports (September 2020)
- 2) High School Extraclassroom Activity Fund Reports (September 2020)
- 3) Summary of Budget Transfers for the month ending September 2020 under \$25,000
- 4) Summary of Monthly Wire Transfers (September 30, 2020)
- 5) Budget Status Reports (September 30, 2020)
- 6) Food Service Profit and Loss Statement (September 2020)

**Treasurer’s Report**

Recommend the Board of Education accept the September 30, 2020 Treasurer’s Report as presented in *Appendix II*.

**Motion Carried: 7-0**

**Old Business (► Indicates item to be discussed.)**

**Revisions to the 2020-2021 School Calendar**

It was moved by Mr. Marino, seconded by Mr. Hall to recommend the Board of Education approve the revised 2020-2021 School Calendar. This will be a second revision which changes the October 20<sup>th</sup> Early Release Day to October 21<sup>st</sup>. First revision was approved at the August 20, 2020 Board meeting.

**Motion Carried: 7-0**

**New Business**

**Business**

**BOARD POLICY**

**BP #5620 – Fixed Asset Inventories, Accounting and Tracking – 1<sup>st</sup> Reading**

The Board of Education received a 1<sup>st</sup> Reading for a new Board Policy #5620 – Fixed Asset Inventories, Accounting and Tracking.

**Concluding Reports and Remarks**

**Superintendent’s Reports/Remarks**

Superintendent Lebrun reviewed the updated COVID guidelines from the State/CC Health Department and stated that he hopes rapid testing becomes available soon.

**Board Member Reports/Remarks**

Mr. Wachtmeister inquired on the District’s SRO’s and referred to an article regarding the PILOT. Mr. Wachtmeister thanked administration for the plaque and recognition.

Mr. Morris expressed how impressed he was with the staff during these times – they are doing an amazing job, but with that being said, he is a little disappointed in the technology and the lack of support. He would like the Board to get the necessary help for our teachers to improve this situation, especially at the K-6 grades. Mr. Morris reiterated it is not the staff, it is the technology. Mr. Morris thanked administration for the plaque and recognition.

Mr. Sherman discussed NYSSBA’s PILOT resolution and he thanked administration for the plaque and recognition.

Mr. Lacey concurred what a nice job everyone has been doing with the reopening of school and he is hoping for “all in-person” and he thanked administration for the plaque and recognition.

**Public Comment**

**PUBLIC COMMENT:** There were no public comments.

**ADJOURNMENT:** At 7:41 p.m., it was moved by Mr. Wachtmeister, seconded by Mr. Marino to reconvene to Regular Session and adjourn.

**Motion Carried: 7-0**

A full recording of this meeting is available at [www.plattscsd.org](http://www.plattscsd.org)

Respectfully,

Dawn Stetz  
District Clerk