

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

Minutes of the Meeting of the  
**Board of Education Reorganization and Regular Meeting  
November 12, 2020 – 5:00 p.m. – Hybrid**

*to participate go to: <https://bit.ly/3p8hqeN> 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 – present  
Clayton Morris – present (virtually)  
Tracy Rotz – (Vice-president) – excused  
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) – excused  
Glenn Hurlock - (Director of Special Education) - excused  
Dawn Stetz (District Clerk - Host) – present  
Lucas Wisniewski (Alt. Host) – present  
Scott Quesnell – School Attorney - present

**PLEDGE OF ALLEGIANCE:** Mrs. Leisa Boise led the pledge of allegiance.

**CALL TO ORDER/EXECUTIVE SESSION:** At 5:05 p.m., it was moved by Mr. Hall, seconded by Mrs. Goerlitz 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: 8-0**

**RECONVENE:** At 7:04 p.m., it was moved by Mr. Hall, seconded by Mrs. Goerlitz to reconvene to Regular Session. **Motion Carried: 8-0**

**PUBLIC COMMENT** – A parent, Mr. Zeke Perras spoke in favor of the swim merger.

**CONSENT AGENDA ITEMS**

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

**Minutes**

Recommend the Board approved the minutes for the meetings held on October 15, 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/TENU RE AREA	GRADES/ DEPT.	EFFECTIVE DATE	PAY RATE	COMMENTS
Kelly Flax	AIS Teacher	Glasgow Elementary	December 14, 2020	Salary of \$66,592 - prorated (Step 14, M)	3-year probationary appointment.

Katie Buccellato	Long Term Substitute - Occupational Therapist	Momot/PHS	November 19, 2020	Salary of \$40,480 – prorated (Step 1, B)	To be adjusted upon finalization of PTA agreement.
Heidi Davey	Long Term Substitute - Math Teacher	PHS	November 30, 2020 through June 25, 2021	Salary of \$40,480 pro-rated (Step 1, B)	To be adjusted upon finalization of PTA agreement.
Jamie Prandato	School Monitor	PHS	October 27, 2020	\$12.64/hour	52-week probationary apt., 4 hours/day.

**Coaches**

**WINTER Coaches**

Recommend the Board appoint the following Fall coaches for the 2020-2021 school year - *Tentative figures pending new contract. Pending approval of system for pro-rating stipends based on actual activity.*

SPORT	POSITION	RECOMMENDATION	STIPEND 2019-2020 CONTRACT
SWIM	Boys' Varsity Head Coach	Shawn Farrell	\$4,275
	Boys' Modified Head Coach	Thomas Schaub	\$2,694
	Boys TA-Pool/Deck Monitor	William Myers	Hourly rate per contract
BOWLING	Boys' & Girls' Varsity Coach	Cathleen Whalen	\$2,460

**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
Dale Dupree	N/A	\$13.40/hour	Custodial Worker	Cleared
Dylan Martin	N/A	\$14.84/hour	Courier	Cleared
Merisa Taitt	N/A	\$13.40/hour	Custodial Worker	Cleared

**Retirement**

Recommend the Board of Education accept Rhonda Bailey's letter of retirement as Teaching Assistant at Momot Elementary, effective October 12, 2020.

**Business**

**Budget Transfers over \$25,000**

Recommend the Board of Education authorize the following budget transfers as presented:

The following details budgetary transfers of \$25,000 or more requiring Board approval.

The total amount of the transfers listed is: \$221,787.98

AMOUNT	FROM	DESCRIPTION	TO	DESCRIPTION
\$ 33,885.00	A20201521300	Admin-Momot	A21101201300	K-3 Teachers Momot
\$ 40,855.00	A20201522200	Admin-PHS	A21101201300	K-3 Teachers Momot
\$ 50,000.00	A21101201100	K-3 Teachers-Bailey	A21101201300	K-3 Teachers Momot
\$ 60,000.00	A21101302200	7-12 Teachers-PHS	A21101201300	K-3 Teachers Momot
\$ 37,047.98	A21101404200	Substitute Teacher	A21101201300	K-3 Teachers Momot

*To cover adjustment to budget codes per ESSA reporting*

**Surplus Equipment**

Recommend the Board approve the disposal of the following surplus equipment, in the most effective manner as determined by the District's Purchasing Agent.

Inventory removal list 11/5/2020			
Tag number	Model	Tag number	Model
2482	I Mac	5839	HP 6005 Pro
5719	Dell Optiplex 745	2979	Dell Optiplex 755
5010	Dell Optiplex 760	5421	Dell Optiplex 380
5013	Dell Optiplex 760	5445	Dell Optiplex 380
no tag	Fax Brother 2920	5211	Dell Optiplex 380
5840	HP 6005 Pro	5785	HP 6005 Pro
5307	Dell Optiplex 380	5839	HP 6005 Pro
5310	Dell Optiplex 380	5627	HP storage server
5739	Dell Optiplex 745	5628	HP storage server
5781	HP 6005 Pro	3946	Dell Server PE 2950
5040	Dell Optiplex 760	5782	HP 6005 Pro
Tag number	Model	Tag number	Model
2564	Dell Optiplex 755	3759	Nutrikids POS
5726	Dell Optiplex 745	5408	HP Elitebook
5728	Dell Optiplex 745	3877	Smartboard
5306	Dell Optiplex 380	2952	Smartboard
		3939	Cisco 4500 Chassis
Misc. Monitors, Misc. Keyboard cables.			

**Motion Carried: 8-0**

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

**Board Policy****BP #6645//BP #6645-R – Fixed Asset Inventories, Accounting and Tracking – 2<sup>nd</sup> Reading**

It was moved by Mr. Hall, seconded by Mrs. Goerlitz to recommend the Board of Education approve a 2<sup>nd</sup> Reading for Board Policy #6645/BP #6645-R-Fixed Asset Inventories, Accounting and Tracking. First reading was received at the October 15, 2020 Board Meeting.

**Motion Carried: 8-0**

**Athletic Mergers****Section VII Merger – Boys' Swim**

It was moved by Mr. Marino, seconded by Mrs. Goerlitz to recommend the Board of Education approve Beekmantown and Chazy's requests to merge with the Plattsburgh City School District for the sport of Boys' Swim for the 2020-2021 school year and authorize the Superintendent of School and Board President to sign the Section VII Merger Application, pending agreement on terms. There was a merger with Seton, for Boys's Swim, approved at the August 20, 2020 board meeting.

*Appendix II*

**Motion Carried: 8-0**

**New Business****Business****Memorandum of Agreement (MOA)**

It was moved by Mr. Sherman, seconded by Mr. Lacey to recommend, the Board of Education approve a Memorandum of Agreement (MOA) with the Plattsburgh Teachers' Association which specifies the methodology for pro-rating Fall, 2020 coaching stipends with a change to the 4<sup>th</sup> line "students will be required..."

**Motion Carried: 8-0**

**Reopening Plan Amendments**

It was moved by Mr. Sherman, seconded by Mr. Hall to recommend, the Board of Education approve amendments to the Plattsburgh City School District Reopening Plan – Fall 2020, as advanced by the Reopening Planning Committee and the Plattsburgh Administrative Council, as listed in the attached amendment document. **Motion Carried: 8-0**

**Corrective Action Plan**

It was moved by Mr. Marino, seconded by Mr. Lacey to recommend the Board of Education approve the following corrective action plan for the 2019-2020 Single Audit: The District recognizes its fund balance exceeds the 4% allowable amount. The District will continue to work towards being conscientious of the 4% limit. The District anticipates greater spending in the 2020-2021 school year creating a larger reliance on its fund balance. The District is also reviewing all reserves to ensure they are funded adequately. **Motion Carried: 8-0**

**Personnel Items (not part of Consent Agenda)****Leave of Absence**

It was moved by Mr. Marino, seconded by Mr. Hall to recommend the Board of Education approve an unpaid leave of absence for Catherine Cole, Occupational Therapist, from October 26, 2020 through May 3, 2021. **Motion Carried: 8-0**

**Concluding Reports and Remarks****Superintendent's Reports/Remarks**

Status on student instruction - Superintendent Lebrun reported that Franklin county has moved to total remote instruction and a number of our area school district have experienced short term closures. He stated a more planful, broad closure around the holidays has been discussed a little bit, but as of this moment there is no plan in this district or this region for a parallel plan, multi week conversion to remote instruction. He emphasized we need to stay flexible and noted today was not a good day in terms of county-based infection rate data.

Saranac River Trail – Superintendent Lebrun shared with the Board that he met with two representatives of the Saranac River Trail. He referenced their vision that they can connect the outline trails with the already developed and still expanding trail network within the City. He stated this is really exciting. They mentioned for their organization to secure grant funding, they would need some sort of easement. This is something we will need to involve the school attorney and act on this at another time. Superintendent Lebrun added this could be a safe onsite course for the District's cross country.

**Board Member Reports/Remarks**

Mr. Sherman – expressed his appreciation for the Footbridge celebration.

Mr. Lacey stated he is in favor of students, physically attending school full time but does think the hybrid is working great. He hopes for a vaccine soon.

Mr. Morris wished everyone a great Thanksgiving and to be well.

Mr. Marino shared some data on the vaccine.

Mrs. Goerlitz also wished everyone well and a Happy Thanksgiving.

Mr. Hall wished everyone a Happy Thanksgiving – a time to enjoy family. He thanked everyone for the Footbridge ceremony. He stated he is in favor of students attending school in person, fulltime.

Mr. Wachtmeister wished everyone a Happy Thanksgiving.

Mrs. Boise commented on how nice it was to see the support for the Footbridge and the ceremony. She extended her thanks and commended the faculty and staff for their dedication. Wished everyone a safe and great Thanksgiving.

**Public Comment:** Mr. Perras thanked the Board.

**ADJOURNMENT:** At 7:36 p.m., it was moved by Mr. Marino, seconded by Mrs. Goerlitz to reconvene to adjourn.

**Motion Carried: 8-0**

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

Respectfully,

Dawn Stetz  
District Clerk