

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

Minutes of the Meeting of the  
**Board of Education Special Meeting  
July 29, 2021 – 6:00 p.m. – Duken Building**

**ROLL**

Board of Education

Nikki Burdo (V. President) - present  
Amy Gervich (President) – present  
Robert Hall, Jr. – present  
Thomas Lacey – present  
Clayton Morris – present  
Brigitte Phillips – present  
Derek Rosenbaum - 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  
Dawn Stetz (District Clerk - Host) – present  
Glenn Hurlock - (Director of Special Education) - excused  
Norbert Nedierer (Director of Bldng. & Grounds) – present

**PLEDGE OF ALLEGIANCE:** Ms. Amy Gervich led the pledge of allegiance.

**CALL TO ORDER/EXECUTIVE SESSION:** At 6:01 p.m., it was moved by Mr. Lacey, seconded by Ms. Phillips to call the meeting to order.

At 6:01 p.m., it was moved by Mr. Wachtmeister, seconded by Mrs. Burdo to enter into Executive Session to discuss matters as provided for inboard Policy 2330; the employment history of particular personnel and potential litigation.

**Motion Carried: 8-0**

**RECONVENE:** At 8:12 p.m., it was moved by Mr. Sherman, seconded by Mr. Hall to reconvene to Regular Session.

**Motion Carried: 8-0**

**Public Comment:** Ms. Jock, parent, referenced board comments that the community needs to participate more in board meetings and stated to encourage more participation she feels the meetings need to be streamed with a more user-friendly platform where attendees know when executive session has ended and another suggestion was for the District to provide child care so parents can attend meetings. She shared her concerns with the district website: updates need to be made, it’s clunky and unorganized and the delayed posting of board minutes and Glasgow SIP minutes. Ms. Jock also felt there should be more materials made available related to the Board agendas and that the District should be utilizing social media more such as Facebook.

It was moved by Mr. Hall, seconded by Mr. Sherman to approve the following consent agenda items:

**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
Karlie Baker	Typist (11 month)	PHS	August 2, 2021	Salary of \$29,801 (pro-rated)	52-week probationary period.
Lucas Wisniewski	TOC Network & Systems Technician	District	July 30, 2021	Per Diem of \$36.06/hour	One day a week (Tuesdays)

Recommend the Board of Education appoint the following summer 2021 appointments:

Building	Topic	Staff Member	Hourly Wage	Number of hours
District	Ci3T Math - Connecting Math Concepts (Summer work)	Melissa Devan, Karri Jock, Tedi Bourg, Abbie Miller.	Per Negotiated Contract for Non-Contact Hours	6 hours each
District	Summer Success (School) credit recovery training and information insertion	Valeri Raugi, Nicole Rock	Per Negotiated Contract for Non-Contact Hours	5 hours each
District	Library book preparation	Erin McGill, Michell Gottschall	Per Negotiated Contract for Non-Contact Hours	12 hours each
District	Student IT Programmers	Joshua Sharp, Vincenzo Gallicchio, Jason Zeidler July 30, 2021 - August 27, 2021	\$13.00/hour	6 hours/day each Summer services (Summer Success)
District	Summer School	Nanette Rogers (effective July 6, 2021, 11:00-1:00, Monday – Thursday)	Per Negotiated Contract for Student-Contact Hours	2 additional hours (Original hours approved at the June 17, 2021 meeting)

Program:	Contract Title:	Staff Members:	Hourly Wage:	Total Hours:
Special Education ESY Services	Substitute Teachers	Tedi Bourg Kristie Hulbert	Per Negotiated Contract for Student Contact Hours	As Needed
Special Education ESY Services	Speech Provider	Margret Felty	Per Negotiated Contract for Student Contact Hours	Up to 12 hours

**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
Barbara Ann Drollette (Back date to 7/19/21)	N/A	\$15.00/hour	Custodial Worker	Cleared

**Resignation**

Recommend the Board of Education accept Diane Emery’s letter of resignation as Typist for Momot Elementary School, effective June 28, 2021.

**BUSINESS**

**Reports for Board of Education Information**

The following are presented for Board of Education information:

- 1) Middle School Extraclassroom Activity Report (June 2021)
- 2) High School Extraclassroom Activity Fund Report (June 2021)
- 3) Summary of Budget Transfers for the month ending June 2021 under \$25,000
- 4) Summary of Monthly Wire Transfers (June 30, 2021)
- 5) Food Service Profit & Loss Statement (June 2021)
- 6) Budget Status Report (June 30, 2021)
- 7) Revenue Status Report (June 30, 2021)

**Treasurer’s Report**

Recommend the Board of Education accept the June 30, 2021 Treasurer’s Report as presented in *Appendix II*.

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

Recommend the Board 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:

\$ 291,803.04

AMOUNT	FROM	DESCRIPTION	TO	DESCRIPTION
\$ 38,553.00	A2110-299-4100	District Wide Equipment	A1620-299-3200	Operation of Plant Equip.
<i>Purchase of a truck</i>				
AMOUNT	FROM	DESCRIPTION	TO	DESCRIPTION
\$ 33,248.99	A9010-800-0000	Employees Retirement	A2110-500-4111	ESSER – Supplies
<i>To Cover costs of ESSER Supplies</i>				
\$ 56,879.85	A9010-800-0000	Employees Retirement	A1620-450-3200	Supplies-COVID 19
<i>To cover COVID Costs – waiting on FEMA reimb.</i>				
\$ 43,849.65	A2250-472-4800	Sped Ed Tuition-Pd to all other	A2250-471-4800	Tuition paid public schools
<i>Tuition-Malone</i>				
\$ 84,999.00	A9050-800-0000	Unemployment Ins.	A9901-930-0000	Transfer to Cafeteria
<i>To cover Cafeteria loss for 2020-2021</i>				
\$ 34,272.55	A2020-152-2211	Principal PHS	A2110-140-4200	Substitute Teacher
<i>To cover of long term subs</i>				

**Motion Carried: 8-0**

**Non-Consent Agenda****NEW BUSINESS****Correction to Minutes**

It was moved by Mr. Wachtmeister, seconded by Mr. Hall to recommend the Board of Education approve the following correction be made to the School Board minutes of June 22, 2021: Footbridge Designation under “Spotlight”, motion to read “It was moved by Mr. Sherman, seconded by Mr. Morris”.

**Motion Carried: 8-0**

**CEWW BOCES 2022 SUMMER SCHOOL**

It was moved by Mr. Hall, seconded by Mr. Morris to recommend the Board of Education approve the following resolution:

WHEREAS, the Plattsburgh City 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 Plattsburgh City 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 Plattsburgh City 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.

**Motion Carried: 8-0**

**Agreement – Project Manager**

It was moved by Mr. Sherman, seconded by Mr. Hall to recommend, the Board of Education authorize the Superintendent to enter into an agreement for supplemental project management/clerk of the works services, through September, 2021, not to exceed \$40,000 (pro-rated from initial proposal) with Schoolhouse Construction Services LLC.

**Motion Carried: 8-0**

**New York State Association of Small City School Districts' (NYSASCSD) Education Funding Litigation**

It was moved by Mr. Wachtmeister, seconded by Mr. Lacey to recommend the Board of Education authorize an expenditure of \$1,000 for support of the NYSASCSD litigation against the State of New York regarding providing a sound basic education for every student in New York State.

**Motion Carried: 8-0**

**2021-2022 Board Committees**

The Board of Education discussed and agreed on the 2021-2022 Board committee assignments.

It was moved by Mr. Wachtmeister, seconded by Mrs. Phillips to recommend the creation of a Post-pandemic Planning Committee. After discussion, it was moved by Mr. Wachtmeister, seconded by Mr. Sherman to postpone this recommendation until the August 19, 2021 board meeting.

**Motion Carried: 8-0**

It was moved by Mr. Wachtmeister, seconded by Mr. Hall to recommend the creation of a Negotiations Committee for Exempt Employees.

**Motion Carried: 8-0**

**SUPERINTENDENT Reports**

- **NYSSBA Convention** – October 24-26<sup>th</sup>, New York City, Registration August 16<sup>th</sup>.
- **School Resource Officers** – The Board continues to work on a couple of options.
- **CVES Cafeteria Service** – Parents will be receiving and letter/menu from the District's new director.
- **Footbridge** – Asked for Board feedback on their views of the ownership of the footbridge.
- **BoardDocs** – The goal is to start using the new platform (for agenda/items) for the August 19<sup>th</sup> board meeting.
- **Reopening Plan** – Waiting on direction from State Education – nothing definitive.

**BOARD REPORTS**

- **Board Evaluation** -see comments below from Ms. Gervich
- **Superintendent Evaluation**-see comments below from Ms. Gervich
- **Social Media**-see comments below from Ms. Gervich

**BOARD COMMENTS**

Mr. Lacey apologized to the Public for the Board's tardiness.

Mr. Hall supports the City taking ownership of the footbridge and wants cameras to make sure the footbridge is safer. He commented that he hopes the issue with the tennis courts gets resolved and would also like to see it set up for pickleball. Mr. Hall expressed his desire to remain on the re-opening committee.

Mr. Sherman agrees that there should be cameras installed on the footbridge and feels the District could get the cameras at a more efficient cost than the City could. He stated he would like to see a plaque with Thelma Douglas' name before the ownership change.

Mr. Morris expressed how frustrating it is not knowing what we are opening to. He stated we need to improve on-line learning if we are offering that and stated he would also like to remain on the re-opening committee.

Ms. Phillips agrees we should proceed with ownership of the bridge being transferred to the City and also agrees the website needs to be updated. She also stated that it has come to her attention that a 40 second clock is needed for the football field, which is a mandate.

Mrs. Burdo thanked the President and thanked Ms. Jock for her comments and apologized for the Board being late in reconvening into public session. She agrees we should proceed with ownership of the bridge going to the City, but to ensure

maintenance and cameras and she agrees that the website needs to be updated. Mrs. Burdo wants the District to be proactive on the return to school and would be happy to be on the re-opening committee, if needed.

Mr. Wachtmeister said he will not be attending the NYSSBA convention, supports SRO's, is in favor of improving meals, is in favor of the City taking ownership of the footbridge, but sustaining the name of the footbridge and installing cameras on the footbridge. He wants the district to look at the design of the new school year (he favors in-person education) and evaluations for Board and administration. Mr. Wachtmeister is not in favor of social meeting (although he knows that is the direction it is going), but he does concur that the website needs to be updated/modernized.

Ms. Gervich thanked everyone for coming tonight and apologized for the length of Executive Session and thanked everyone for being patient while the Board (new) learns the process. She wants to ensure that the public hears the Boards' discussions - to inform the public more. Ms. Gervich would like committee reports provided to the Board. Ms. Gervich stated she wants to use Social Media more to communicate to the community for board meeting announcements and other events. She referred to the Board and Superintendent Evaluation rubrics on NYSSBA's website and asked the District Clerk to share this information with board members. She informed the public that the Board will be holding a retreat (that it is not an official meeting) on August 10<sup>th</sup> at 8:00 a.m.

**Public Comment:** There were no public comments.

**ADJOURNMENT:** At 9:46 p.m., it was moved by Mr. Hall, seconded by Mrs. Burdo to reconvene to adjourn.

**Motion Carried: 8-0**

Respectfully,

Dawn Stetz  
District Clerk