

REGULAR MEETING OF THE  
ONEIDA CITY SCHOOL DISTRICT'S  
BOARD OF EDUCATION

June 9, 2020  
6:00 PM via Google Meet

**MEMBERS PRESENT:** Mr. Robert Group, President  
Ms. Melinda Bowe, Vice President  
Ms. Heather Denby  
Mr. John Elbersen  
Mr. Martin Kelly  
Mr. James Maio  
Ms. Jennifer Parker

**ADMINISTRATORS PRESENT:** Ms. Mary-Margaret Zehr, Superintendent  
Mr. James Rowley, Assistant Superintendent for  
Finance and Clerk of the Board

**SPECTATORS PRESENT:** G.Brauner,D.Mullen,J.Bassin,A.Fowler,C.MacDonald,  
C.Bobo,D.Dampf,J.Poyer,K.Knight,K.Simchik,  
L.Buschatzke,M.Yardley,P.Houser,E.Coriale,S.Tice,T.  
Widrick,B.Planck,A.DeGroat,A.Clements,B.Bobo,  
L.Reff

The Pledge of Allegiance was said. The regular meeting of the Oneida City School District's Board of Education for June 9, 2020 was called to order by President Mr. Robert Group at 6:00 PM. President Group then referred to the prepared agenda.

**CONSENT ITEMS**

**Consent Items**  
ACTION NO. 213

**MOVED BY Parker, SECONDED BY Maio,** to approve the consent items for the June 9, 2020 Board of Education Meeting as submitted.

**VOTE ON THE MOTION** AYES 7 NAYS 0  
**MOTION CARRIED**

**FINANCE**

**Finance**  
ACTION NO. 214

**MOVED BY Kelly, SECONDED BY Elbersen,** to approve the financial reports for the June 9, 2020 Board of Education Meeting as submitted.

**VOTE ON THE MOTION** AYES 7 NAYS 0  
**MOTION CARRIED**

**FINANCE – APPROPRIATION TRANSFERS**

**Finance –**  
**Appropriation**  
**Transfers**  
ACTION NO. 215

**MOVED BY Denby, SECONDED BY Bowe,** to approve the appropriation transfers for May/June 2020 as submitted.

**VOTE ON THE MOTION** AYES 7 NAYS 0  
**MOTION CARRIED**

**CLAIMS AUDITOR REPORT**

**Claims Auditor Report**  
NO ACTION

The state mandated claims auditor report was submitted.

**FOR INFORMATION ONLY**

**ELIMINATION OF OCSD POSITIONS**

MOVED BY *Elberson*, SECONDED BY *Parker*, to approve the elimination of the following Oneida City School District positions: High School Reading 1.0 FTE; Middle School Grade 6 1.0 FTE; High School Technology 1.0 FTE; Elementary Library Media Specialist 1.0 FTE; High School Chemistry/ Living Environment 1.0 FTE; Middle School Spec Educ 0.5 FTE positions as submitted.

VOTE ON THE MOTION           AYES 7 NAYS 0  
MOTION CARRIED           \_\_\_\_\_

**CREATION OF OCSD POSITION**

MOVED BY *Kelly*, SECONDED BY *Maio*, to approve the creation of the high school English 1.0 FTE position as submitted.

VOTE ON THE MOTION           AYES 7 NAYS 0  
MOTION CARRIED           \_\_\_\_\_

**PERSONNEL**

MOVED BY *Maio*, SECONDED BY *Bowe*, to approve the personnel items for the June 9, 2020 Board of Education meeting including approval of tenure recommendations for A.Barbano, M.Finnerty, H.Grow, B.Haas, E.Haggerty, J.Makarchuk, A.Torrey and A.Wilson; instructional leave request for L.Custodero, R. Mills Student Teacher appt, and K.Culkin one time salary adjustment as submitted.

VOTE ON THE MOTION           AYES 7 NAYS 0  
MOTION CARRIED           \_\_\_\_\_

**INTERMUNICIPAL AGREEMENT – MADISON ONEIDA BOCES**

MOVED BY *Maio*, SECONDED BY *Kelly*, to approve the 2020-21 Intermunicipal Agreement between the OCSD and the Madison-Oneida BOCES as submitted.

VOTE ON THE MOTION           AYES 7 NAYS 0  
MOTION CARRIED           \_\_\_\_\_

**STUDENT TEACHING AFFILIATION AGREEMENT**

MOVED BY *Elberson*, SECONDED BY *Maio*, to approve the Student Teaching Affiliation Agreement between Grand Canyon University and the Oneida City School District as submitted.

VOTE ON THE MOTION           AYES 7 NAYS 0  
MOTION CARRIED           \_\_\_\_\_

**COURSE FOR APPROVAL: FORENSIC SCIENCE**

MOVED BY *Denby*, SECONDED BY *Kelly*, to approve the high school Forensic Science course as submitted.

VOTE ON THE MOTION           AYES 7 NAYS 0  
MOTION CARRIED           \_\_\_\_\_

**Elimination of OCSD Positions**

ACTION NO. 216

HS Reading 1.0 FTE;  
MS Grade 6 1.0 FTE;  
HS Technology 1.0 FTE;  
Elem LMS 1.0 FTE;  
HS Chem/Lvg Enviorn 1.0 FTE;  
MS Spec Educ 0.5 FTE;

**Creation of OCSD Position**

ACTION NO. 217

HS English 1.0 FTE

**PERSONNEL**

ACTION NO. 218

Tenure Recommendations;  
L.Custodero leave request;  
K.Culkin One Time Salary adj.  
Student Teacher

**Intermunicipal Agreement – Madison Oneida BOCES**

ACTION NO. 219

**Student Teaching Affiliation Agreement**

ACTION NO. 220

**Course for Approval: Forensic Science**

ACTION NO. 221

High School course

**POLICIES FOR APPROVAL**

**MOVED BY Parker, SECONDED BY Kelly**, to approve the following policies: #TBA Education of Homeless Children; #TBA Student Registration and Pre-Registration to Vote; 4500 General Procurement Standards; 5002 District Wide Safety Plans and Building Level Emergency Response Plans; 4500.1 Competitive Bidding; 4500.2 Non Bid Purchasing; 4500.3 Procurement of Goods and Services Quote Form; 4600 Expense Reimbursements (Employees); 4601 Extra Classroom Activity Funds; 5401 Transportation To and From Child Care Locations/Special Transportation Requests; 1003 School Volunteers; 1005 Code of Conduct for the Maintenance of Public Order on School Property and at School Functions; #TBA Plain Language Summary of The Oneida City School District's Code of Conduct; 1301 Distribution of Information throughout the Schools; 3002.1 Administrative Personnel; #TBA Administration Job Description: K-12 Executive Principal; 3207 Administration Job Description: Administrator for Technology and Special Programs; 3201 Administration Job Description: Administrator for Curriculum, Instruction & Assessment; 4302 Online Banking Policy; 4302.1 Online Banking Procedure; 4700.1 Cellular Telephones; 4701.1 Credit Cards; 5300.1 Regulations for Access to Blocked Internet Sites; 7008.1 Principles and Procedures for Determining Student Residency; 7028 Determination of Student Residency; 7050 Safety Policy Statement; 8301 Review of Instructional Materials; 8303 Review of Exams; #TBD Policy on Data Security and Privacy; 7202 Student Alcohol, Tobacco and Drug Abuse; 7300 Extra-Curricular Participation; **Policies recommended for deletion:** 3201 Administration Job Description: Assistant Superintendent for Instruction; 7202.1 Drugs and Alcohol Detection; as submitted.

**VOTE ON THE MOTION            AYES 7 NAYS 0**  
**MOTION CARRIED**

**BUDGET AMENDMENT – RETIREE PAYMENTS**

**MOVED BY Kelly, SECONDED BY Parker**, to approve the transfer of an estimated \$276,000 from the Employee Benefit Accrued Liability Reserve to increase the 2019-2020 general fund budget code A2110-400-00-0100 to use for payment of unused sick and vacation time as submitted.

**VOTE ON THE MOTION            AYES 7 NAYS 0**  
**MOTION CARRIED**

**RETIREMENT INCENTIVE PAYMENTS**

**MOVED BY Maio, SECONDED BY Elberson**, to approve the payments of the retirement incentives for 11 staff in the total of \$276,774.79 as submitted.

**VOTE ON THE MOTION            AYES 7 NAYS 0**  
**MOTION CARRIED**

**YEAR END RESOLUTION**

**MOVED BY Bowe, SECONDED BY Kelly**, to approve the resolution to appropriate \$2,428,600 of the June 30, 2020 Fund Balance and \$82,500 from reserves for a total of \$2,511,100 to finance the 2020-2021 budget and maintain an estimated unappropriated fund balance of \$2,542,131 as submitted.

**VOTE ON THE MOTION            AYES 7 NAYS 0**  
**MOTION CARRIED**

**Policies for Approval**  
**ACTION NO. 222**

**Budget Amendment –**  
**Retiree Payments**  
**ACTION NO. 223**

**Retirement Incentive**  
**Payments**  
**ACTION NO. 224**

**Year End Resolution**  
**ACTION NO. 225**

**GOVERNOR'S EXECUTIVE ORDER 202**

MOVED BY *Elberson*, SECONDED BY *Maio*, to approve the amendment for the 2019-20 school calendar due to the state of emergency in New York to address the outbreak of COVID-19 with April 6,7,8,9,10 and April 13 to be considered student instructional day and the last day of attendance for all students shall be June 16, 2020 as submitted.

VOTE ON THE MOTION           AYES 7 NAYS 0  
MOTION CARRIED                 \_\_\_\_\_

**2020-2021 STUDENT PHYSICIAN AGREEMENT**

MOVED BY *Kelly*, SECONDED BY *Parker*, to approve the Agreement between The Mary Imogene Basset Hospital and the Oneida City School District for the 2020-21 school year as submitted.

VOTE ON THE MOTION           AYES 7 NAYS 0  
MOTION CARRIED                 \_\_\_\_\_

**2020-2021 EMPLOYEE PHYSICIAN AGREEMENT**

MOVED BY *Elberson*, SECONDED BY *Bowe*, to approve the 2020-2021 Agreement between Dr. Daniel M. Ratnarajah and the Oneida City School District as submitted.

VOTE ON THE MOTION           AYES 7 NAYS 0  
MOTION CARRIED                 \_\_\_\_\_

**2020-2021 COOPERATIVE BIDDING SERVICES AGREEMENT**

MOVED BY *Parker*, SECONDED BY *Kelly*, to approve the 2020-2021 Cooperative Bidding Services Agreement between the Oneida City School District and the Madison-Oneida BOCES as submitted.

VOTE ON THE MOTION           AYES 7 NAYS 0  
MOTION CARRIED                 \_\_\_\_\_

**PROJECT ACCOUNT EXPENDITURES**

MOVED BY *Parker*, SECONDED BY *Elberson*, to approve the expenditure of approx. \$2,027.00 for a RUUD 3 ton Single-Stage AC Unit from the Oneida Castle Building Sale proceeds project account (H008) as submitted.

VOTE ON THE MOTION           AYES 7 NAYS 0  
MOTION CARRIED                 \_\_\_\_\_

**SALARY INCREASE**

MOVED BY *Bowe*, SECONDED BY *Maio*, to approve the 3% salary increase on base salary only for the 2020-21 school year for Bernard Sharlette, Bldg Maint Supv, Michael Klenotiz, Transp Supv, and Karen Brouillette, Head Bus Driver as submitted.

VOTE ON THE MOTION           AYES 7 NAYS 0  
MOTION CARRIED                 \_\_\_\_\_

**Gov. Exec. Order 202**  
ACTION NO. 226

Adj to 2019-20 calendar due to COVID-19

**2020-21 Student**  
**Physician Agreement**  
ACTION NO. 227

The Mary Imogene Bassett Hospital

**2020-21 Employee**  
**Physician Agreement**  
ACTION NO. 228

Dr. Daniel M. Ratnarajah

**2020-21 Cooperative**  
**Bidding Services**  
**Agreement**  
ACTION NO. 229

**Project Account**  
**Expenditures**  
ACTION NO. 230

RUUD 3 ton Single-Stage AC Unit

**Salary Increase**  
ACTION NO. 231

B.Sharlette, M.Klenotiz, K.Brouillette

**SALARY INCREASE – AGENDA ADDITION**

MOVED BY *Parker*, SECONDED BY *Kelly*, to approve 3% salary increase on base salary only for the 2020-2021 school year for the following maintenance personnel: Travis Campbell, Christopher Collins, Ryan Dandignac, David Durkee and Logan Schrank as submitted.

VOTE ON THE MOTION          AYES 7 NAYS 0  
MOTION CARRIED                  \_\_\_\_\_

**TEXTBOOK FOR REVIEW: EDUCATED**

The high school textbook Educated was presented for Board review only with approval at a future Board of Education Meeting.

FOR REVIEW ONLY  
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**TEXTBOOK FOR REVIEW: THE POET X**

The high school textbook The Poet X was presented for Board review only with approval at a future Board of Education Meeting.

FOR REVIEW ONLY  
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**TEXTBOOK FOR REVIEW: THE ABSOLUTELY TRUE DIARY OF A PART-TIME INDIAN**

The high school textbook The Absolutely True Diary of a Part-Time Indian was presented for Board review only with approval at a future Board of Education Meeting.

FOR REVIEW ONLY  
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**TEXTBOOK FOR REVIEW: DEAR MARTIN**

The high school textbook Dear Martin was presented for Board review only with approval at a future Board of Education Meeting.

FOR REVIEW ONLY  
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**COMMITTEE CHAIR REPORTS**

The Committee Chair Audit, Curriculum, Instruction & Technology, Finance & Facility, and Governance Reports were presented.

FOR INFORMATION ONLY  
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**BOE PRESIDENT REPORT**

Mr. Robert Group presented his BOE President Report.

FOR INFORMATION ONLY  
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**Salary Increase –  
Agenda Addition**  
ACTION NO. 232

T.Campbell, C.Collins, R.Dandignac,  
D.Durkee, and L.Schrank

**Textbook for Review:  
Educated**  
NO ACTION

**Textbook for Review:  
The Poet X**  
NO ACTION

**Textbook for Review:  
The Absolutely True  
Diary of a Part-Time  
Indian**  
NO ACTION

**Textbook for Review:  
Dear Martin**  
NO ACTION

**Committee Chair  
Reports**  
NO ACTION

**BOE President Report**  
NO ACTION

**COMMITTEE MEETINGS FOR 2020-2021 COMMITTEE MEMBERS**

Discussion regarding 2020-2021 Committee Meeting dates.

**FOR DISCUSSION ONLY**

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**2020-21 Committee Meeting Dates**  
NO ACTION

**RETREAT/PROFESSIONAL LEARNING FOR BOE MEMBERS**

Discussion regarding retreat/professional learning for BOE Members.

**FOR DISCUSSION ONLY**

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**Retreat/Professional Learning for BOE Members**  
NO ACTION

**SUPERINTENDENT REPORT**

Ms. Mary-Margaret Zehr presented her Superintendent's Report.

**FOR INFORMATION ONLY**

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**Supt. Report**  
NO ACTION

**ASSISTANT SUPERINTENDENT FOR FINANCE REPORT**

Mr. Jim Rowley presented his Assistant Superintendent for Finance Report.

**FOR INFORMATION ONLY**

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**Assist. Supt. Report**  
NO ACTION

**ADJOURNMENT**

**MOVED BY Denby, SECONDED BY Maio**, that the Board of Education meeting of June 9, 2020 be adjourned at 8:02 PM.

**Adjournment**  
ACTION NO. 233

**VOTE ON THE MOTION  
MOTION CARRIED**

**AYES 7 NAYS 0**

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James Rowley  
Clerk of the Board