

Regular meeting of the
Oneida City School District
Board of Education
September 8, 2020
at the Costello Transportation Center



District Mission: To educate, inspire and empower.
District Vision: Students reaching their fullest potential.

Agenda

- I. Meeting Called to Order**
- II. Pledge of Allegiance**
- III. Public Forum (20 Minutes)**
- IV. Consent Agenda**
 - a. Meeting Minutes
 - i. August 18, 2020 Regular Meeting
 - b. Special Education
 - i. Committee on Special Education
 - ii. 504 Committee
 - iii. Committee on Preschool Special Education
- V. Finance**
 - a. Financial Reports
 - b. Appropriation Transfers
- VI. Resolutions**
 - a. Personnel
 - b. Interim Assistant Principal
 - c. Supervision of Speech Therapists Stipend
 - d. 2020-2021 Extracurricular Assignments
 - e. Revised 2020-2021 School Calendar
 - f. Textbook for Approval: Home of the Brave
 - g. Textbook for Approval: Big Java – Early Objects 7th Edition
 - h. Textbook for Approval: Hornngren's Accounting
 - i. Textbook for Approval: Personal Financial Literacy
 - j. School Resource Officer Employment Agreement
 - k. Policy for Review
- VII. Communications**
 - a. Committee Chair Reports
 - b. BOE President Report

- c. Superintendent Report
- d. Assistant Superintendent for Finance Report

VIII. Executive Session Collective negotiations pursuant to Article Fourteen of the Civil Service Law; and the Employment history of a particular person, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person;

IX. Adjournment

Upcoming Events:

Thursday, September 10

- ✚ First day of school for students

Wednesday, September 16

- ✚ BOE Finance & Facility Committee Mtg 5:00 PM at Administrative Offices
- ✚ BOE Governance Committee Mtg 6:00 PM at Administrative Offices

Tuesday, October 13

- ✚ BOE CIT Committee Meeting 4:30 PM at Otto Shortell Middle School
- ✚ Board of Education Meeting 6:00 PM at Otto Shortell Middle School

TO: MEMBERS, BOARD OF EDUCATION
FROM: MARY-MARGARET ZEHR
RE: CONSENT ITEMS
DATE: SEPTEMBER 8, 2020

The following consent items are being submitted for your approval:

- Meeting Minutes
 - i. August 18, 2020 Regular Meeting
- Special Education
 - ii. Committee on Special Education
 - iii. 504 Committee
 - iv. Committee on Preschool Special Education

RECOMMENDED ACTION

Motion to approve consent items as submitted for September 8, 2020.

MOTION MADE BY _____

SECONDED BY _____

A____ N____

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

August 18, 2020
6:00 PM at Costello Transportation Conference Room

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

MEMBERS ABSENT:

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

SPECTATORS PRESENT: King & King Architect representatives, Genevieve
Brauner, Mindy Niles, John Lasher

The regular meeting of the Oneida City School District's Board of Education for August 18, 2020 was called to order by President Mr. Robert Group at 6:00 PM. The Pledge of Allegiance was said and President Group referred to the agenda. King & King Architecture gave a presentation.

CONSENT ITEMS

Consent Items
ACTION NO. 41

MOVED BY *Maio*, SECONDED BY *Kelly*, to approve the consent items for the August 18, 2020 Board of Education Meeting as submitted.

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

FINANCE

Finance
ACTION NO. 42

MOVED BY *Bowe*, SECONDED BY *Parker*, to approve the financial reports for the August 18, 2020 Board of Education Meeting as submitted.

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

APPROPRIATION TRANSFERS

**Appropriation
Transfers**
ACTION NO. 43

MOVED BY *Myatt*, SECONDED BY *Kelly*, to approve the appropriation transfers for the August 18, 2020 Board of Education Meeting as submitted.

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

TEXTBOOK FOR REVIEW: HOME OF THE BRAVE

The middle school textbook Home of the Brave was presented for Board review only with approval at a future Board of Education Meeting.

FOR REVIEW ONLY

**Textbook for Review –
Home of the Brave**

NO ACTION

TEXTBOOK FOR REVIEW: BIG JAVA – EARLY OBJECTS 7TH EDITION

The high school textbook Big Java – Early Objects 7th Edition was presented for Board review only with approval at a future Board of Education Meeting.

FOR REVIEW ONLY

**Textbook for Review –
Big Java – Early
Objects 7th Edition**

NO ACTION

TEXTBOOK FOR REVIEW: HORNGREN'S ACCOUNTING

The high school textbook Horngren's Accounting was presented for Board review only with approval at a future Board of Education Meeting.

FOR REVIEW ONLY

**Textbook for Review –
Horngren's Accounting**

NO ACTION

TEXTBOOK FOR REVIEW: PERSONAL FINANCIAL LITERACY

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

FOR REVIEW ONLY

**Textbook for Review –
Personal Financial
Literacy**

NO ACTION

COMMITTEE CHAIR REPORTS

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

FOR INFORMATION ONLY

**Committee Chair
Reports**

NO ACTION

BOE PRESIDENT REPORT

Mr. Robert Group presented his BOE President Report.

FOR INFORMATION ONLY

BOE President Report

NO ACTION

REOPENING PLANS

Discussion regarding the reopening plans.

FOR DISCUSSION ONLY

**Discussion – Reopening
Plans**

NO ACTION

REPAIR AND REPLACE PROJECT

Discussion regarding repair and replace project.

FOR DISCUSSION ONLY

**Discussion – Repair and
Replace Project**

NO ACTION

BOE RETREAT REFLECTION

Discussion regarding BOE retreat reflection.

FOR DISCUSSION ONLY

**Discussion – BOE
Retreat Reflection**

NO ACTION

SUPERINTENDENT REPORT

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

FOR INFORMATION ONLY

Superintendent Report

NO ACTION

ASSISTANT SUPERINTENDENT FOR FINANCE REPORT

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

FOR INFORMATION ONLY

**Asst Supt for Finance
Report**

NO ACTION

EXECUTIVE SESSION

MOVED BY Denby, SECONDED BY Parker, that the board of education meeting of August 18, 2020 move to executive session at 8:05 PM for purposes of discussion collective negotiations pursuant to Article Fourteen of the Civil Service Law; and the Employment history of a particular person, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person;

VOTE ON THE MOTION AYES 7 NAYS 0
MOTION CARRIED

Executive Session

ACTION NO. 62

The Board of Education returned to regular session at 9:05 PM

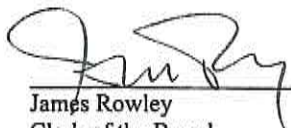
ADJOURNMENT

MOVED BY Parker, SECONDED BY Denby, that the Board of Education meeting of August 18, 2020 be adjourned at 9:06 PM.

**VOTE ON THE MOTION
MOTION CARRIED**

AYES 7 NAYS 0

Adjournment
ACTION NO. 63



James Rowley
Clerk of the Board

TO: MEMBERS, BOARD OF EDUCATION
FROM: MARY-MARGARET ZEHR
RE: FINANCIAL REPORTS
DATE: SEPTEMBER 8, 2020

Financial reports for the month of July 2020:

General Fund Revenue Report
Treasurer's Report
OHS Classroom Activity Funds
OSMS Student Activity Accounts

RECOMMENDED ACTION

Motion to approve the financial reports as submitted.

MOTION MADE BY _____

SECONDED BY _____

A ___ N ___

ONEIDA CITY SCHOOL DISTRICT - GENERAL FUND REVENUE REPORT

Month Ending July 31, 2020

		<u>Budgeted Revenues</u>	<u>Revenues Received</u>	<u>Balance Unearned</u>
A1001	Real Property Tax	\$ 15,252,094.00	\$ 0.00	\$ 15,252,094.00
A1081	Payments in Lieu of Taxes	132,440.00	0.00	132,440.00
A1085	School Tax Relief Reimbursement	2,870,700.00	0.00	2,870,700.00
A1090	Interest & Penalties on Taxes	70,000.00	2,256.13	67,743.87
A1310	Day School Tuition (Includes Foster)	0.00	0.00	0.00
A1330	Textbook Charges from Individuals	300.00	0.00	300.00
A1410	Admissions	15,000.00	0.00	15,000.00
A1489	Other Charges/Services	0.00	0.00	0.00
A2280	Health Services-Other Districts	25,000.00	0.00	25,000.00
A2308	Transportation-BOCES	0.00	0.00	0.00
A2401.A	Interest and Earnings	4,000.00	490.09	3,509.91
A2410	Rental of Property	11,000.00	0.00	11,000.00
A2413	Rental of Property-BOCES	76,000.00	0.00	76,000.00
A2414	Rental of Buses	12,000.00	0.00	12,000.00
A2450	Commissions	0.00	17.60	(17.60)
A2650	Sale of Scrap and Excess	0.00	0.00	0.00
A2655	Minor Sales/Machine	0.00	0.00	0.00
A2660	Sale of Real Property	0.00	0.00	0.00
A2665	Sale of Equipment	3,500.00	0.00	3,500.00
A2666	Sale of Transportation Equipment	0.00	0.00	0.00
A2670-2	Sale of Instr. Supplies	0.00	0.00	0.00
A2680	Insurance Recoveries	0.00	0.00	0.00
A2690	Other Compensation for Loss	0.00	0.00	0.00
A2700	Reimb. Medicare Part D Expenditures	150,000.00	0.00	150,000.00
A2701	Refund-Prior Yrs. Expenditures/BOCES aide	150,000.00	0.00	150,000.00
A2703	Refund-Prior Yrs. Expenditures	100,000.00	0.00	100,000.00
A2705	Gifts and Donations	0.00	0.00	0.00
A2707	Special Program Revenue	0.00	0.00	0.00
A2725	VLT/Tribal Compact Monies	0.00	0.00	0.00
A2770	Miscellaneous Revenues	100,000.00	6.00	99,994.00
A3089	Star Program/Reimbursement/Admin.	0.00	0.00	0.00
A3101.A	Basic Aid & Building	17,195,732.00	0.00	17,195,732.00
A3101.E	Excess Cost Aid	2,674,279.00	0.00	2,674,279.00
A3102	Lottery Aid	2,604,567.00	0.00	2,604,567.00
A3103	BOCES	2,334,376.00	0.00	2,334,376.00
A3104	Tuition Aid/Students w/Disabilities	0.00	0.00	0.00
A3260	Textbooks	114,546.00	0.00	114,546.00
A3262	Computer Software Aid	70,011.00	0.00	70,011.00
A3263	Library Loan Program	12,858.00	0.00	12,858.00
A3289.A	Other State Aid-Incar. Youth	50,000.00	0.00	50,000.00
A3289	Other State Aid	0.00	0.00	0.00
A4289	Federal Aid -Misc. - PL 874 Impact Aid	0.00	0.00	0.00
A4601	Medicaid Assistance	115,000.00	0.00	115,000.00
A5031	Interfund Transfers - Other than Debt	0.00	0.00	0.00
A5031.E	Transfers From Debt Service Fund	50,000.00	0.00	50,000.00
A5050	Interfund Transfer for Debt	0.00	0.00	0.00
	Subtotal	\$ 44,193,403.00	\$ 2,769.82	\$ 44,190,633.18
20-21	Appropriated Fund Balance	2,428,689.50	0.00	2,428,689.50
	Appropriated Reserves	32,500.00	0.00	32,500.00
	TOTAL REVENUES	\$ 46,654,592.50	\$ 2,769.82	\$ 46,651,822.68

ONEIDA CITY SCHOOL DISTRICT

TREASURER'S REPORT - GENERAL FUND

Cash Per Books:	July 1, 2020	\$	<u>10,876,035.43</u>	
Cash receipts - State/BOCES Aid			<u>0.00</u>	
- Other			<u>511,091.69</u>	
Receipts and Cash Balance			<u>11,387,127.12</u>	
Cash Disbursements		(<u>4,469,887.22</u>)
Cash Per Books:	July 31, 2020	\$	<u>6,917,239.90</u>	

BANK RECONCILIATION

Balance as Per Statement:	Checking	\$	<u>404,771.98</u>	
	CD/Savings		<u>6,861,638.20</u>	
	subtotal		<u>7,266,410.18</u>	
Less:				
Outstanding Checks:		(<u>349,170.28</u>)
Reconciled Balance:	July 31, 2020	\$	<u>6,917,239.90</u>	

TREASURER'S REPORT - SCHOOL LUNCH FUND

Cash Per Books:	July 1, 2020	\$	<u>32,068.16</u>	
Cash receipts:			<u>0.26</u>	
Receipts and Cash Balance			<u>32,068.42</u>	
Cash Disbursements		(<u>11,688.93</u>)	
Cash Per Books:	July 31, 2020	\$		<u>20,379.49</u>

BANK RECONCILIATION

Balance as Per Statement:	Checking	\$	<u>23,702.39</u>	
Less:				
Outstanding Checks		(<u>3,322.90</u>)	
Add:				
Lunch deposits			0.00	
MSB In-Transit			0.00	
Heartland In-Transit			<u>0.00</u>	
Reconciled Balance:	July 31, 2020	\$		<u>20,379.49</u>

TREASURER'S REPORT - SPECIAL AID FUND

Cash Per Books:	July 1, 2020	\$	<u>16,667.75</u>	
Cash receipts:			<u>321,200.00</u>	
Receipts and Cash Balance			<u>337,867.75</u>	
Cash Disbursements		(<u>193,544.82</u>)	
Cash Per Books:	July 31, 2020	\$		<u>144,322.93</u>

BANK RECONCILIATION

Balance as Per Statement:	Checking	\$	<u>145,513.29</u>	
	subtotal		<u>145,513.29</u>	
Less:				
Outstanding Checks		(<u>1,190.36</u>)	
Reconciled Balance:	July 31, 2020	\$		<u>144,322.93</u>

TREASURER'S REPORT - CAPITAL FUND

Cash Per Books: July 1, 2020	\$	<u>884,896.72</u>	
Cash receipts:		<u>170,011.14</u>	
Receipts and Cash Balance	\$	<u>1,054,907.86</u>	
Cash Disbursements		<u>(6,897.28)</u>	
Cash Per Books: July 31, 2020			\$ <u>1,048,010.58</u>

BANK RECONCILIATION

Balance as Per Statement:		\$	<u>854,966.48</u>	
	Checking		<u>193,044.10</u>	
	CD/Savings		<u>1,048,010.58</u>	
	Subtotal	\$	<u>1,048,010.58</u>	
Less:				
Outstanding Checks			<u>(0.00)</u>	
Reconciled Balance:	July 31, 2020			\$ <u>1,048,010.58</u>

TREASURER'S REPORT - TRUST AND AGENCY/SCHOLARSHIP FUNDS

Cash Per Books: July 1, 2020	\$	<u>733,732.89</u>	
Cash receipts:		<u>1,414,854.93</u>	
Receipts and Cash Balance	\$	<u>2,148,587.82</u>	
Cash Disbursements		<u>(1,417,833.38)</u>	
Cash Per Books: July 31, 2020			\$ <u>730,754.44</u>


BANK RECONCILIATION

Balance as Per Statement:		\$	<u>738,508.61</u>	
	Checking		<u>10,179.40</u>	
	Payroll Checking		<u>62,156.22</u>	
	Scholarship Savings		<u>810,844.23</u>	
	Subtotal	\$	<u>810,844.23</u>	
Plus:				
ERS - 3 employees that had ERS issues			<u>226.37</u>	
Less:				
Outstanding Checks: Trust & Agency			<u>(69,846.95)</u>	
Payroll			<u>(9,884.89)</u>	
Payroll (ERS wires less than was posted to nVision)			<u>(584.32)</u>	
Reconciled Balance:	July 31, 2020			\$ <u>730,754.44</u>

EXTRA CLASSROOM ACTIVITY FUNDS

ONEIDA SENIOR HIGH SCHOOL

Report of Accounts

Month Ended				As of:	31-Jul-20
	Beginning				Ending
Activity	Balance	Receipts	Total	Disbursements	Balance
Advanced Placement	5,949.15		5,949.15	1,222.00	4,727.15
Art Club	404.72		404.72		404.72
Banking Fees & Interest	141.63	3.36	144.99		144.99
Business Club	-		-		-
Class of 2021	4,124.22		4,124.22		4,124.22
Class of 2022	4,691.22		4,691.22	29.58	4,661.64
Class of 2023	2,000.18		2,000.18		2,000.18
Class of 2024	-		-		-
Concert Choir	2,649.07		2,649.07		2,649.07
Drama Club--Fall Play	2,723.50		2,723.50		2,723.50
Drama Club--Spring Musical	9,634.21		9,634.21		9,634.21
Environmental Club	6.28		6.28		6.28
French Travel	164.68		164.68		164.68
Future Bus. Leaders of America	183.41		183.41		183.41
International Relations Club	2,170.75		2,170.75		2,170.75
Japanese Exchange Club	517.14		517.14		517.14
LGBTQ	20.00		20.00		20.00
Marching Band	568.89		568.89		568.89
National Honor Society	1,202.30		1,202.30		1,202.30
NYS Sales Tax Due	264.00		264.00		264.00
Photography Club	80.39		80.39		80.39
Projects (Yearbook)	2,372.44		2,372.44		2,372.44
Retailers (Bookstore)	2,581.92		2,581.92		2,581.92
Ski Club	851.45		851.45		851.45
Spanish Club	42.61		42.61		42.61
Sports Club	1,206.11		1,206.11		1,206.11
Stage Band	2,742.90	250.00	2,992.90		2,992.90
Student Council	1,364.24		1,364.24		1,364.24
Technology	6,561.01		6,561.01		6,561.01
Technology Student Association	479.87		479.87		479.87
Teens For A Better World	31.17		31.17		31.17
Wind Ensemble	742.92		742.92		742.92
Z Club	2,209.98		2,209.98		2,209.98
Total	58,682.36	253.36	58,935.72	1,251.58	57,684.14
Checking Account ... 9146		20,577.42		 Laura J. Reff, Central Treasurer	
Money Market Account ... 4977		39,595.72			
Deposits in Transit		-			
Less Checks Outstanding		2,489.00			
Working Balance		57,684.14			
This report and supporting evidence examined and approved except as follows:					
Date	Auditor				

**OTTO SHORTELL MIDDLE SCHOOL
EXTRACLASROOM ACTIVITY FUND
REPORT OF ACCOUNTS**

For the month

July 2020

ACTIVITY	BEGINNING BALANCE	MONTHLY RECEIPTS	Total RECEIPTS	Monthly PAYMENTS	ENDING BALANCE
STUDENT COUNCIL	\$ 19,340.88		\$ 19,340.88		\$ 19,340.88
	\$ -		\$ -	\$ -	\$ -
MUSIC CLUB (Band/Chorus)	\$ 6,674.23		\$ 6,674.23		\$ 6,674.23
LIBRARY CLUB	\$ 862.31		\$ 862.31		\$ 862.31
FOREIGN LANGUAGE	\$ 1,225.19		\$ 1,225.19		\$ 1,225.19
DRAMA	\$ 6,628.98		\$ 6,628.98		\$ 6,628.98
ART	\$ 478.20		\$ 478.20		\$ 478.20
YEARBOOK	\$ 4,210.78		\$ 4,210.78		\$ 4,210.78
TOTALS	\$ 39,420.57	\$ -	\$ 39,420.57	\$ -	\$ 39,420.57

OUTSTANDING CHECKS

4375	\$	15.00
4513	\$	70.00
4525	\$	70.00
4530	\$	70.00

\$225.00

STATEMENT OF BANK BALANCE #614309154
 CHECKING \$ 39,715.57
 Less Outstanding Chks. \$ 225.00
 Plus Outstanding Deps. \$ -
 Working Balance \$ 39,490.57

This report and supporting evidence examined and approved except as follows:

Auditor

Treasurer



Principal



8-11-20
DATE

TO: MEMBERS, BOARD OF EDUCATION
FROM: MARY-MARGARET ZEHR
RE: APPROPRIATION TRANSFERS
DATE: SEPTEMBER 8, 2020

The attached Appropriation Transfers for September 2020 are submitted for your review and approval.

RECOMMENDED ACTION

Motion to approve the appropriation transfers as submitted.

MOTION MADE BY _____

SECONDED BY _____

A ___ N ___

**BUDGET MODIFICATION
REQUEST FORM**

GENERAL FUND X OTHER: _____

REQUESTED BY: J. Rowley

DATE: 8/30/2020

FOR BOARD APPROVAL XX PRESENTATION: _____

2020-21

INCREASE (BUDGET CODE)	AMOUNT	COMMENTS
1 A 9020.800-00-0100 A 2110.500-00-0100	\$5,000.00	Teachers Retirement to Teach Matl & Suppl
2 A 2250.490-00-0100 A 2250.200-00-0400	\$4,500.00	Handicapped BOCES to Handicapped Equipment
3 A 9020.800-00-0100 A 2070.150-00-0400	\$25,700.00	Teachers Retirement to Inserv Training Contractual
4 A 9020.800-00-0100 A 2110.500-00-0100	\$10,000.00	Teachers Retirement to Teach Matl & Suppl
5		
6		
7		
8		
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10		
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15		

Approved Disapproved _____


Assistant Superintendent for Finance

9/2/20

Date

Approved Disapproved _____


Superintendent

9/2/20

Date

TO: MEMBERS, BOARD OF EDUCATION
FROM: MARY-MARGARET ZEHR
RE: PERSONNEL
DATE: SEPTEMBER 8, 2020

We are recommending approval of the attached personnel items for the September 8, 2020 Board of Education Meeting as submitted.

RECOMMENDED ACTION

Motion to approve the attached personnel items for the September 8, 2020 Board of Education Meeting as submitted.

MOTION MADE BY _____

SECONDED BY _____

A____ N____

Oneida City School District
 Personnel Report
 September 8, 2020
 Board of Education Meeting

RECOMMENDED ADMINISTRATIVE LEAVE

Personnel	Building	Position	Effective
Mullen, Danielle	OHS	Assistant Principal	Approx. beginning October 2020 for approx. 6-8 weeks

RECOMMENDED INSTRUCTIONAL LEAVE

Personnel	Building	Position	Effective
Sayles, Rachel	WP	Speech	Approx. February 11, 2020 – Approx. March 25, 2020

RECOMMENDED RESCINDING OF INSTRUCTIONAL LONG TERM SUBSTITUTE APPOINTMENT

Personnel	Building	Position	Effective
Stagnitta, Morgan	DV/SS	LTS Art Teacher	Rescind effective immediately

RECOMMENDED INSTRUCTIONAL LONG TERM SUBSTITUTE APPOINTMENT

Personnel	Building	Position	Effective
Pascale, Alan	OSMS	LTS English	September 1, 2020 for approximately 12 - 16 weeks
Wagner, Jessica	OHS	LTS English	September 1, 2020 – June 30, 2021

RECOMMENDED ONE-TIME SALARY ADJUSTMENT

Staff	Building	Tenure Area	Effective
Hawthorne, David	OHS	Music	2021-2022 School Year
Hawthorne, Marjorie	OHS	Music	2021-2022 School Year

RECOMMENDED INSTRUCTIONAL RESIGNATION

Personnel	Building	Position	Effective
Charles, Taylor	OHS	.5 FTE Phys Ed	September 1, 2020

RECOMMENDED SUBSTITUTE TEACHERS

AS ATTACHED

CLASSIFIED PERSONNEL

AS ATTACHED

Oneida City School District
Board of Education
September 8, 2020

Recommended Substitute Teachers

Substitute Name	Area(s) to Sub	Certification
Scott Fallon	Secondary; Not available Mondays	Certified
Ellen Englert	K-4; Spec Educ;	Non-Certified

Oneida City School District
 Personnel Report
 September 8, 2020
 Board of Education Meeting

CLASSIFIED PERSONNEL

RECOMMENDED CLASSIFIED PROVISIONAL APPOINTMENT
(pending Teacher Asst. Certification)

NAME	TITLE	LOCATION	PAYRATE	EFFECTIVE DATE
Lindsey George	Child and Family Support Teacher Assistant – Full Time	WP	21,009 per/year	9/1/20

RECOMMENDED CLASSIFIED APPOINTMENT

NAME	TITLE	LOCATION	STIPEND	EFFECTIVE DATE
Anita Baldwin	Nurse - RN	St. Patrick's	32.05/hour	9/1/20
Brandee DuBois	Nurse - RN	Holy Cross	16.50/hour	9/1/20

RECOMMENDED CLASSIFIED PROBATIONARY APPOINTMENT

NAME	TITLE	LOCATION	PAYRATE	EFFECTIVE DATE
Susan Clark	Teacher Aide – 4 hrs./day (Temporary through 6/30/21)	NB	11.80 per/hour	9/1/20 – 6/30/21
Robyn House	Licensed Practical Nurse (Temporary through 6/30/21)	District Wide	16.50 per/hour	9/1/20 – 6/30/21
Brianne Kent	Teacher Aide – 5.5 hrs/day	DV	11.80 per/hour	9/1/20
Dawn Krueger	Licensed Practical Nurse (Temporary through 6/30/21)	District Wide	16.50 per/hour	9/1/20 – 6/30/21
Erica Wright	Teacher Aide – 5.5 hrs./day 3.5 hr. – Part Time 2 hr. - 1:1 Additional Staffing	HS	11.80 per/hour	9/1/20
Tama Zombek	Keyboard Specialist – 7 hrs/day (Temporary through 6/30/21)	OSMS	11.80 per/hour	9/1/20 – 6/30/21

Oneida City School District
 Personnel Report
 September 8, 2020
 Board of Education Meeting

CLASSIFIED PERSONNEL

RECOMMENDED CLASSIFIED RESIGNATION

NAME	TITLE	LOCATION	EFFECTIVE
Robin Farr	Teacher Aide	NB	8/27/20

RECOMMENDED CLASSIFIED RETIREMENT

NAME	TITLE	LOCATION	EFFECTIVE
Dana Fariel	Custodian	DV	3/3/21

RECOMMENDED CLASSIFIED ONE TIME SALARY REQUEST

NAME	TITLE	LOCATION	EFFECTIVE
Melanie Fountain	Administrative Aide	DO	7/1/21 – 6/30/22

RECOMMENDED CLASSIFIED UNPAID LEAVE OF ABSENCE

NAME	TITLE	LOCATION	EFFECTIVE
Joann Candee	Teacher Aide	NB	9/1/20 – 6/30/21

RECOMMENDED CLASSIFIED SUBSTITUTE APPOINTMENTS

NAME	TITLE	LOCATION	EFFECTIVE DATE
Dave Hoffman	Bus Driver	Trans. Center	9/1/20 – 6/30/21
Matthew Wiediger	Bus Driver	Trans. Center	9/1/20 – 6/30/21

TO: MEMBERS, BOARD OF EDUCATION
FROM: MARY-MARGARET ZEHR
RE: INTERIM ASSISTANT PRINCIPAL
DATE: SEPTEMBER 8, 2020

We are recommending the appointment of Mr. John Wells as the Interim Assistant Principal starting approximately the beginning of October 2020 for approximately 6-8 weeks at the rate of \$350 per day.

RECOMMENDED ACTION

Motion to approve the appointment of the Interim Assistant Principal as submitted.

MOTION MADE BY _____

SECONDED BY _____

A _____ N _____

TO: MEMBERS, BOARD OF EDUCATION
FROM: MARY-MARGARET ZEHR
RE: SUPERVISION OF SPEECH THERAPISTS STIPEND
DATE: SEPTEMBER 8, 2020

We are recommending a stipend for Jessica Weaver and Rachel Sayles in the amount of \$900.00 each for the supervision of the Speech Therapist. This stipend is for the 2020-2021 school year.

RECOMMENDED ACTION

Motion to approve the 2020-2021 stipends for supervision of the Speech Therapist as submitted.

MOTION MADE BY _____

SECONDED BY _____

A ___ N ___

TO: MEMBERS, BOARD OF EDUCATION
FROM: MARY-MARGARET ZEHR
**RE: 2020-2021 EXTRA-CURRICULAR ASSIGNMENTS,
DEPARTMENT CHAIRS AND DIRECTORS**
DATE: SEPTEMBER 8, 2020

The Board of Education appoints the following individuals to the extra-curricular assignments, Department Chairs and Directors listed below upon the condition that such assignments are necessary and able to be completed, and only to the extent that extra-curricular assignments, Department Chairs and Directors duties are required to be performed, pursuant to the District's reopening plan and any executive orders issued by the State or County.

RECOMMENDED ACTION

**Motion to approve the 2020-2021 extra-curricular assignments,
Department Chairs and Directors as submitted.**

MOTION MADE BY _____

SECONDED BY _____

A ___ N ___

2020-2021 Extra-curricular Appointments

Durhamville	Staff	Rate of Pay
Elementary Yearbook	Michaleen Mahoney	\$474
Willard Prior	Staff	Rate of Pay
Elementary Yearbook	Craig Clarke	\$474
Seneca Street	Staff	Rate of Pay
Elementary Yearbook	Ellen Lefort	\$474
North Broad	Staff	Rate of Pay
Elementary Yearbook	Heidi Rush	\$474
7-12 Department Chairs	Staff	Rate of Pay
English & Library Media Specialists	Tom Kirkpatrick	\$5,936
Math	Adam Litwak	\$5,623
Social Studies	Megan Kelly	\$5,623
Science	Leanne Youngkrans	\$5,623
Special Areas- Business, Technology & World Languages	David Wright	\$5,936
Special Education	Chris Meeker	\$5,936
Director Positions K-12	Staff	Rate of Pay
Director of Art	Lisa Billington	\$4,741
Director of Music	Margie Hawthorne	\$4,741
Director of Physical Education	Tom Collins	\$5,699
Director of Guidance	Erika Haggerty	\$4,741
Music	Staff	Rate of Pay
All City Band Assistant- 2 positions	Dave Hawthorne; Margie Hawthorne	\$638 ea
All City Band Director	Kathryn Dimmel	\$1,003
All City Chorus Assistant Director	Melinda Phoenix-Heart	\$751
All City Chorus Director	Ellen Lefort	\$1,003
All City Chorus Accompanist	Melinda Phoenix-Heart	\$250
Chorus- MS	Stephanie Gwilt	\$1,289
Jazz Band 6th Grade - New 2012	Margie Hawthorne	\$958
Jazz Band grade 7/8 MS-2012 (was Stage Band)	Nick Anderalli	\$1,957
OHS Marching Band/Fall Director- 2 positions	Margie Hawthorne; Dave Hawthorne	\$2035 ea
OHS Marching Band/Spring Director -2 positions	Margie Hawthorne; Nick Anderalli	\$2035 ea
OHS Stage Band	Dave Hawthorne	\$4,186
OHS Stage Band II	Margie Hawthorne	\$1,856
OHS Vocal Jazz Ensemble (select group)	Heather O'Connell	\$4,186
Auditorium Supervisor	Dave Hawthorne	\$1,208
Middle School	Staff	Rate of Pay
Dean of Students	Phil Ottaviano; Tom Collins;	\$3757.50 ea
Extra Duty Classroom Funds	Val Martin-Pearson	\$2,171
National Junior Honor Society - 2 positions	Stephanie Burke both positions	\$852 (for both positions)
Student Council Advisor	Becca Piccola	\$1,805
Yearbook - 2 positions	Terri Campanie; Lisa Billington;	\$2114 ea
High School	Staff	Rate of Pay
Bookstore Supervisor	Jill Gallagher	\$3,972
Drama Club	Adam Litwak	\$3,258
Extra Class Funds	Laura Reff	\$4,253
FBLA	Laura Reff	\$1,348
International Relations Club	Split - Renee Gleason & Catherine Jeannin	\$1307 ea
Japanese Exchange Program	Kevin Goggins & Catherine Jeannin	\$1135 ea
Leo's Club	Beth Poulos	\$676
Literary Magazine 2 positions	Thomas Kirkpatrick & Kelly Laemmermann	\$1058 ea
Mathletics	Jeffrey Skibitski	\$1,961
National Honor Society- 2 positions	Stephanie Anderson & Laura Reff	\$662 ea
Poetry Club - New 2012	Marie Bamberger	\$1,349
Science Olympiad	Kevin Goggins	\$1,961

2020-2021 Extra-curricular Appointments

High School continued	Staff	Rate of Pay
Student Council Advisor	Chris Meeker & Shane Collins	\$1309 ea
Teens for a Better World (previously SADD)	Kim Fox	\$675
Yearbook- 2 positions	Thomas Kirkpatrick & Adam Litwak	\$5218 ea
Yearbook Business Advisor	Adam Litwak	\$1,151
Youth Court	Robert Murano	\$1,896
Z Club	Patty Vaccaro	\$675
Freshman Class Advisor	Marie Bamberger	\$1,238
Junior Class Advisor 2 positions	Kelly Laemmermann & Christine Cronk	\$1,953
Senior Class Advisor- 2 positions	Dave Hawthorne & Jeffrey Skibitski	\$3,258

TO: MEMBERS, BOARD OF EDUCATION
FROM: MARY-MARGARET ZEHR
RE: REVISED 2020-2021 SCHOOL CALENDAR
DATE: SEPTEMBER 8, 2020

The revised 2020-2021 school year calendar is submitted for your review and approval. The revisions reflect moving the March 19, 2021 and the June 25, 2021 Superintendent's Conference Days to September 8, 2020 and September 9, 2020. The first day of school for students will be Thursday, September 10, 2020.

RECOMMENDED ACTION

Motion to approve the revised 2020-2021 school year calendar as submitted.

MOTION MADE BY _____

SECONDED BY _____

A____ N____

ONEIDA CITY SCHOOL DISTRICT 2020 - 2021 CALENDAR

SEPTEMBER 2020						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER 2020						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER 2020						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER 2020						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JANUARY 2021						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26r	27r	28r	29r	30
31						

FEBRUARY 2021						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

MARCH 2021						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL 2021						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

MAY 2021						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JUNE 2021						
S	M	T	W	TH	F	S
		1r	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16r	17r	18r	19
20	21r	22r	23r	24r	25	26
27	28	29	30			



ATTENDANCE DAYS

September	15 days	February	15 days
October	21 days	March	23 days
November	17 days	April	16 days
December	16 days	May	20 days
January	19 days	June	19 days
Conference Days:	4	Student Attendance Days:	181

2020 - 2021

SPECIAL DAYS

September 2, 2020	Superintendent's Conference Day
September 3, 2020	Superintendent's Conference Day
September 8, 2020	Superintendent's Conference Day
September 9, 2020	Superintendent's Conference Day
January 26-29, 2021	Regents Exams
June 16-24, 2021	Regents Exams
June 25, 2021	Rating Day
June 26, 2021	Graduation Day

SPECIAL HALF DAYS

November 20, 2020	ELEMENTARY Parent Teacher Conferences, 12 Noon Dismissal w/ Lunch
November 30, 2020	ELEMENTARY Parent Teacher Conferences, 12 Noon Dismissal w/ Lunch
February 5, 2021	ELEMENTARY Parent Teacher Conferences, 12 Noon Dismissal w/ Lunch
October 16, 2020	ELEMENTARY Grade Level Day 12:00 Dismissal w/ Lunch
March 5, 2021	ELEMENTARY Grade Level Day 12:00 Dismissal w/ Lunch
June 18-23, 2021	6 th – 8 th Grade Level Days 12:00 Dismissal w/ Lunch
June 24, 2021	Last day of school for PreK-8

RECESS DAYS

September 4, 2020	School Holiday
September 7, 2020	School Holiday
October 12, 2020	School Holiday
November 11, 2020	School Holiday
November 25–27, 2020	Thanksgiving Recess
December 23, 2020 – January 1, 2021	Winter Recess
January 18, 2021	School Holiday
February 15-19, 2021	Mid-Winter Recess
April 2-9, 2021	Spring Recess
May 31, 2021	School Holiday

Underline – Student Classes Not in Session

(Parenthesis) – Superintendent's Days

r – Regents Exams

Accent Red* – State Testing Dates

Half Days for Elementary Grade Level Days

Half Days Elementary Parent/Teacher Conferences

TO: MEMBERS, BOARD OF EDUCATION
FROM: MARY-MARGARET ZEHR
RE: TEXTBOOK FOR APPROVAL – HOME OF THE BRAVE
DATE: SEPTEMBER 8, 2020

The Otto Shortell Middle School is requesting approval for a textbook purchase.

Title: Home of the Brave
Publisher: Square Fish/Scholastic
Copyright: 2008;
To Be Used By: English Grade 7 (110 copies)
\$5.96 per book

RECOMMENDED ACTION

Motion to approve the textbook: Home of the Brave as submitted.

MOTION MADE BY _____

SECONDED BY _____

A____ N____

Office of the Superintendent
City School District
Oneida, NY 13421
Score Card for Textbooks

Title: Home of the Brave	Copies Needed: 110
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Author or Editor: Katherine Applegate	Publisher: Square Fish/ Scholastic
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Copyright Date: 2008	Latest Revision Date:	Price: 5.96
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To be used by: English 7	Level Pupils in Grade	175
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Readability Review	Reviewer: Scholastic
Reading level: 6 th Grade	
Of these Pupils 30% are estimated to be reading one or more grade levels below this level.	
Recommendations for use: Interest level: 4—8, Reading Level 4-8	

II. Selector Review

Reviewer: Jennifer Bassin	Representing _ELA, Middle School
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What provisions will be made for pupils reading one or more grades below reading level of book?

Close reading strategies, scaffolded study guides, cooperative activities, differentiated instruction techniques, etc.

How will this text be used?

Home of the Brave is a perfect companion text for Long Walk to Water. It tells the story of Kek, a teenager who survived being a "Lost Boy" of Sudan. This story picks up where LWW to leaves off. Kek arrives in America to live with his aunt and older cousin. At first, he is filled with hope and excitement, but soon guilt and prejudice begin to erode his optimism. This book shows the cost of discrimination and violence, but it also shows how hope and family can prevail. This text will be offered as a follow up to LWW. Because of its format (verse novel), many students will be able to read, understand, and analyze this novel independently using the approach and strategies of Kate Roberts. Students who need support will be given it, of course. This book will lead to wonderful discussion because of its high interest, readability, and themes.

	Recommended	
	(Approved)	

III. <u>Recommendation and Approval</u> Routing	Yes	No	Signature	Date
Department Chairperson				

Principal	X		Todd Widdell	7/15/20
Curriculum Coordinator	A		guborn	7/15/20
Superintendent				
Board of Education				

*Please submit the original (along with one copy of the book) to the Superintendent no later than the first of the month for review. The Board will review the request and vote at the next monthly board meeting.

Score Card for Textbooks:

A. Content and Method	Excellent	Good	Fair	Poor	None	N/A
1. Contribution to Intelligent Thinking	x					
2. Appeals to Pupils	x					
3. Relation to Course of Study	x					
4. Organization (check each item)						
a. Table of Contents						x
b. Arrangement	x					
c. Development of Ideas	x					
d. Paragraph & Sentence Structure		x				
e. Chapter & Marginal Ideas	x					
f. Summaries						x
g. Provision for Reviews						x
h. Drills and Tests						x
i. Aids						x
j. Suggestions to Teachers and Pupils						x
k. Index						x
l. Bibliography						x
m. Appendix						x
5. Style of Writing	x					
6. Vocabulary		x				
7. Charts, maps, tables are accurate and clear						x
8. Questions: Factual						x
Inductive						x
Interpretive						x
B. Physical Features						
1. General Attractiveness	x					
2. Size of Book	x					
3. Paper						x
4. Type						x
5. Binding: Durability		x				
Color and Design	x					
6. Illustrations & Captions						x
7. Book Lies Flat When Open						x

Score Card for Textbooks

C. Teacher's Edition	Not Available	Yes	No
1. Is the teacher's manual written in such a manner as to explain completely the objectives of the individual lessons, units and sections?			
2. Are directions provided for the teacher in terms of overall aims and objectives?			
3. Are references listed for teachers in such a manner as to be of maximum use?			
4. If appropriate, are workbooks challenging for the student and do they reinforce major concepts presented by the textbook?			
5. Are workbook materials so organized that student weaknesses in particular areas may be identified?			
6. Are appropriate testing materials available to the teacher for an adequate standard program?			
7. Are interesting activities suggested which will challenge youngsters to do further research in meaningful areas?			
8. Is an attempt made by the publisher to keep content material current by the issuance of supplementary bulletins?			

D. Other Information

- How does text fit into a sequential development of this subject in grades below and above?
It meets the NYS CC State Standards
- How closely does this text follow Oneida curriculum? _____
It meets the NYS CC state standards

In what ways is it different?	How will these areas be handled?
N/A	N/A

3. Name and author of current text: N/A	
Publisher:	Copyright Date:
Adoption Date:	Number of Copies on Hand

- What advantage does this text have over current text? N/A
- Reaction of professional textbook reviews: See attached reviews.

Review for Publisher's Weekly:

In her first stand-alone book, Applegate (the Animorphs series) effectively uses free verse to capture a Sudanese refugee's impressions of America and his slow adjustment. After witnessing the murders of his father and brother, then getting separated from his mother in an African camp, Kek alone believes that

his mother has somehow survived. The boy has traveled by "flying boat" to Minnesota in winter to live with relatives who fled earlier. An onslaught of new sensations greets Kek ("This cold is like claws on my skin," he laments), and ordinary sights unexpectedly fill him with longing (a lone cow in a field reminds him of his father's herd; when he looks in his aunt's face, "I see my mother's eyes/ looking back at me"). Prefaced by an African proverb, each section of the book marks a stage in the narrator's assimilation, eloquently conveying how his initial confusion fades as survival skills improve and friendships take root. Kek endures a mixture of failures (he uses the clothes washer to clean dishes) and victories (he lands his first paying job), but one thing remains constant: his ardent desire to learn his mother's fate. Precise, highly accessible language evokes a wide range of emotions and simultaneously tells an initiation story. A memorable inside view of an outsider. Ages 10-14. (Sept.)

School Library Journal, Starred Review:

"American culture, the Minnesota climate, and personal identity are examined in this moving first-person novel written in free verse . . . Kek is both a representative of all immigrants and a character in his own right . . . Kek will be instantly recognizable to immigrants, but he is also well worth meeting by readers living in homogeneous communities." — School Library Journal, starred review

TO: MEMBERS, BOARD OF EDUCATION
FROM: MARY-MARGARET ZEHR
RE: TEXTBOOK FOR APPOINTMENT – BIG JAVA – EARLY OBJECTS 7TH EDITION
DATE: SEPTEMBER 8, 2020

The Oneida High School is requesting approval for a textbook purchase.

Title: Big Java – Early Objects 7th edition
Publisher: Wiley
Copyright: 2018;
To Be Used By: AP Computer Science (12 copies)
\$110.00 per book

RECOMMENDED ACTION

Motion to approve the textbook: Big Java – Early Objects 7th Edition as submitted.

MOTION MADE BY _____

SECONDED BY _____

A____ N____

Office of the Superintendent
City School District
Oneida, NY 13421
Score Card for Textbooks

Title: Big Java - Early Objects 7 th edition ISBN : 9781119499534	Copies Needed: 12
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Author or Editor: Cay Horstmann	Publisher: Wiley
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Copyright Date: December 2018	Latest Revision Date:	Price: \$110
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To be used by AP Computer Science	Level Pupils in Grade	10 - 12
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Readability Review	Reviewer:
Reading level:	
Of these Pupils ___ are estimated to be reading one or more grade levels below this level.	
Recommendations for use: at and above for content ___ and above for text complexity__	


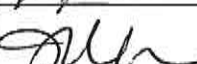
II. Selector Review (See also pages 2 &3)

Reviewer:	Representing
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What provisions will be made for pupils reading one or more grades below reading level of book?
Small group instruction and frequent checks for understanding with extra help sessions.

How will this text be used?
This is the text book that has been used for AP Computer Science since 2003. We are moving to the newer version of this textbook. Over the years in programming certain concepts and rules changed as the technology changed. This version stays up to date with that.

	Recommended	
	(Approved)	

III. Recommendation and Approval Routing	Yes	No	Signature	Date
Department Chairperson	YES		Adam Litwak	8/5/20
Principal	✓			8/7/20
Curriculum Coordinator	✓			8/7/20
Superintendent	✓		Mary MZ	8/7/2020
Board of Education				

*Please submit the original (along with one copy of the book) to the Superintendent no later than the first of the month for review. The Board will review the request and vote at the next monthly board meeting.

Score Card for Textbooks

A. Content and Method	Excellent	Good	Fair	Poor	None	N/A
1. Contribution to Intelligent Thinking	X					
2. Appeals to Pupils		X				
3. Relation to Course of Study	X					
4. Organization (check each item)	X					
a. Table of Contents	X					
b. Arrangement	X					
c. Development of Ideas	X					
d. Paragraph & Sentence Structure		X				
e. Chapter & Marginal Ideas	X					
f. Summaries	X					
g. Provision for Reviews						
h. Drills and Tests		X				
i. Aids		X				
j. Suggestions to Teachers and Pupils		X				
k. Index						
l. Bibliography	X					
m. Appendix	X					
5. Style of Writing	X					
6. Vocabulary						
7. Charts, maps, tables are accurate and clear	X					
8. Questions: Factual	X					
Inductive	X					
Interpretive	X					
B. Physical Features						
1. General Attractiveness		X				
2. Size of Book		X				
3. Paper		X				
4. Type		X				
5. Binding: Durability		X				
Color and Design		X				
6. Illustrations & Captions		X				
7. Book Lies Flat When Open		X				

Score Card for Textbooks

C. Teacher's Edition	Not Available	Yes	No
1. Is the teacher's manual written in such a manner as to explain completely the objectives of the individual lessons, units and sections?			
2. Are directions provided for the teacher in terms of overall aims and objectives?			
3. Are references listed for teachers in such a manner as to be of maximum use?			
4. If appropriate, are workbooks challenging for the student and do they reinforce major concepts presented by the textbook?			
5. Are workbook materials so organized that student weaknesses in particular areas may be identified?			
6. Are appropriate testing materials available to the teacher for an adequate standard program?			
7. Are interesting activities suggested which will challenge youngsters to do further research in meaningful areas?			
8. Is an attempt made by the publisher to keep content material current by the issuance of supplementary bulletins?			

D. Other Information

- How does text fit into a sequential development of this subject in grades below and above?
This text fits the curriculum for AP Computer Science
- How closely does this text follow Oneida curriculum? Very Good

In what ways is it different?	How will these areas be handled?
There is additional information in the book that is beyond the AP curriculum	The information beyond the course will either be touched upon after the AP exam or not at all

3. Name and author of current text: Big Java Edition 4	
Publisher: Wiley	Copyright Date: 2010
Adoption Date:	Number of Copies on Hand 7

- What advantage does this text have over current text?

- Reaction of professional textbook reviews.

TO: MEMBERS, BOARD OF EDUCATION
FROM: MARY-MARGARET ZEHR
RE: TEXTBOOK FOR APPROVAL – HORNGREN’S ACCOUNTING
DATE: SEPTEMBER 8, 2020

The Oneida High School is requesting approval for a textbook purchase.

Title: Horngren’s Accounting
Publisher: Pearson
Copyright: 2018
To Be Used By: Accounting I/II Grades 9-12
\$287.99 (25 copies)

RECOMMENDED ACTION

Motion to approve the textbook: Horgren’s Accounting as submitted.

MOTION MADE BY _____

SECONDED BY _____

A _____ N _____

Office of the Superintendent
 City School District
 Oneida, NY 13421
Score Card for Textbooks

Title: <i>HORNGREN'S ACCOUNTING 12th edition</i>	Copies Needed: 25
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Author or Editor: Tracie Miller-Nobles, Brenda Mattison, Ella Mae Matsumura	Publisher: Pearson
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Copyright Date: 2018	Latest Revision Date: 2/28/17	Price: \$287.99
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To be used by: Accounting <i>I/II</i>	Level Pupils in Grade: 9-12
---------------------------------------	-----------------------------

Readability Review	Reviewer:
Reading level:	
Of these Pupils _____ are estimated to be reading one or more grade levels below this level.	
Recommendations for use: at and above for content _____ and above for text complexity _____	

II. Selector Review (See also pages 2 & 3)

Reviewer: Laura Reff	Representing: Business Dept. OHS
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What provisions will be made for pupils reading one or more grades below reading level of book?

Individualized instruction; help decode vocabulary & content; record chapters for straightening
 How will this text be used? *Students to listen to electronically; think-pair-share*
↳ Accounting I and II to receive MVCC college credit

	Recommended	
	(Approved)	

III. Recommendation and Approval Routing	Yes	No	Signature	Date
Department Chairperson				
Principal				
Curriculum Coordinator				
Superintendent				
Board of Education				

*Please submit the original (along with one copy of the book) to the Superintendent no later than the first of the month for review. The Board will review the request and vote at the next monthly board meeting.

- see next page

Office of the Superintendent
 City School District
 Oneida, NY 13421
Score Card for Textbooks

Title:	Copies Needed:
--------	----------------

Author or Editor:	Publisher:
-------------------	------------

Copyright Date:	Latest Revision Date:	Price:
-----------------	-----------------------	--------

To be used by	Level Pupils in Grade
---------------	-----------------------

Readability Review	Reviewer:
Reading level:	
Of these Pupils ___ are estimated to be reading one or more grade levels below this level.	
Recommendations for use: at and above for content ___ and above for text complexity ___	

II. Selector Review (See also pages 2 & 3)

Reviewer:	Representing
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What provisions will be made for pupils reading one or more grades below reading level of book?

How will this text be used?

	Recommended	
	(Approved)	

III. Recommendation and Approval Routing	Yes	No	Signature	Date
Department Chairperson				
Principal	✓			8/11/20
Curriculum Coordinator	✓			8/11/20
Superintendent				
Board of Education				

*Please submit the original (along with one copy of the book) to the Superintendent no later than the first of the month for review. The Board will review the request and vote at the next monthly board meeting.

Accounting Text

Score Card for Textbooks

A. Content and Method	Excellent	Good	Fair	Poor	None	N/A
1. Contribution to Intelligent Thinking	✓					
2. Appeals to Pupils	✓					
3. Relation to Course of Study	✓					
4. Organization (check each Item)						
a. Table of Contents	✓					
b. Arrangement	✓					
c. Development of Ideas	✓					
d. Paragraph & Sentence Structure	✓					
e. Chapter & Marginal Ideas	✓					
f. Summaries	✓					
g. Provision for Reviews	✓					
h. Drills and Tests	✓					
i. Aids	✓					
j. Suggestions to Teachers and Pupils	✓					
k. Index	✓					
l. Bibliography						✓
m. Appendix	✓					
5. Style of Writing	✓					
6. Vocabulary	✓					
7. Charts, maps, tables are accurate and clear	✓					
8. Questions: Factual	✓					
Inductive	✓					
Interpretive	✓					
B. Physical Features	✓					
1. General Attractiveness	✓					
2. Size of Book		✓				
3. Paper	✓					
4. Type	✓					
5. Binding: Durability	✓					
Color and Design	✓					
6. Illustrations & Captions	✓					
7. Book Lies Flat When Open	✓					

Score Card for Textbooks

C. Teacher's Edition	Not Available	Yes	(No)
1. Is the teacher's manual written in such a manner as to explain completely the objectives of the individual lessons, units and sections?			
2. Are directions provided for the teacher in terms of overall aims and objectives?			
3. Are references listed for teachers in such a manner as to be of maximum use?			
4. If appropriate, are workbooks challenging for the student and do they reinforce major concepts presented by the textbook?			
5. Are workbook materials so organized that student weaknesses in particular areas may be identified?			
6. Are appropriate testing materials available to the teacher for an adequate standard program?			
7. Are interesting activities suggested which will challenge youngsters to do further research in meaningful areas?			
8. Is an attempt made by the publisher to keep content material current by the issuance of supplementary bulletins?			

D. Other Information

1. How does text fit into a sequential development of this subject in grades below and above?

The text can be used for both levels of Accounting

2. How closely does this text follow Oneida curriculum? perfectly!

In what ways is it different?	How will these areas be handled?
N/A	N/A

3. Name and author of current text: <u>Century 21 Accounting, 8E</u>	
Publisher: <u>Southwestern</u>	Copyright Date: <u>2006</u>
Adoption Date: <u>1999/2007</u> <u>FE & 8E</u>	Number of Copies on Hand <u>40</u>

4. What advantage does this text have over current text?

More current applications of technology and teaching in a hybrid and/or in-person or fully online

5. Reaction of professional textbook reviews.

Love the resources available to students to diversify and individualize instruction to meet learners' needs and curriculum objectives.

TO: MEMBERS, BOARD OF EDUCATION
FROM: MARY-MARGARET ZEHR
RE: TEXTBOOK FOR APPROVAL – PERSONAL FINANCIAL LITERACY
DATE: SEPTEMBER 8, 2020

The Oneida High School is requesting approval for a textbook purchase.

Title: Personal Financial Literacy
Publisher: Pearson
Copyright: 2019
To Be Used By: Math and Financial Application Grades 9-12
\$34.99 (45 copies)

RECOMMENDED ACTION

Motion to approve the textbook: Personal Financial Literacy as submitted.

MOTION MADE BY _____

SECONDED BY _____

A____ N____

Office of the Superintendent
 City School District
 Oneida, NY 13421
Score Card for Textbooks

Title: <i>Personal Financial Literacy Student Edition – CTE School, 3rd edition</i>	Copies Needed: 45
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Author or Editor: <i>Jeffrey D. Madura, Michael Casey, Sherry Roberts</i>	Publisher: Pearson
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Copyright Date: 2019	Latest Revision Date: 5/25/18	Price: \$34.99 eText
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To be used by: <i>Math and Financial Application</i>	Level Pupils in Grade: 9-12
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Readability Review	Reviewer:
Reading level:	
Of these Pupils <u> </u> are estimated to be reading one or more grade levels below this level.	
Recommendations for use: at and above for content <u> </u> and above for text complexity <u> </u>	

II. Selector Review (See also pages 2 &3)

Reviewer: <i>Laura Reff</i>	Representing: <i>Business Dept. OHS</i>
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What provisions will be made for pupils reading one or more grades below reading level of book?
Individualized instruction; decode vocab & content; record chapters for students to listen electronically; think-pair-share

How will this text be used?
Math + Financial Applications course for Mvcc college credit

	Recommended	
	(Approved)	

III. <u>Recommendation and Approval Routing</u>	Yes	No	Signature	Date
Department Chairperson				
Principal	✓		<i>[Signature]</i>	8/10/20
Curriculum Coordinator	✓		<i>[Signature]</i>	8/11/20
Superintendent				
Board of Education				

*Please submit the original (along with one copy of the book) to the Superintendent no later than the first of the month for review. The Board will review the request and vote at the next monthly board meeting.

Finance Text

Score Card for Textbooks

A. Content and Method	Excellent	Good	Fair	Poor	None	N/A
1. Contribution to Intelligent Thinking	✓					
2. Appeals to Pupils	✓					
3. Relation to Course of Study	✓					
4. Organization (check each item)						
a. Table of Contents	✓					
b. Arrangement	✓					
c. Development of Ideas	✓					
d. Paragraph & Sentence Structure	✓					
e. Chapter & Marginal Ideas	✓					
f. Summaries	✓					
g. Provision for Reviews	✓					
h. Drills and Tests	✓					
i. Aids	✓					
j. Suggestions to Teachers and Pupils	✓					
k. Index	✓					
l. Bibliography						✓
m. Appendix	✓					
5. Style of Writing	✓					
6. Vocabulary	✓					
7. Charts, maps, tables are accurate and clear	✓					
8. Questions: Factual	✓					
Inductive	✓					
Interpretive	✓					
B. Physical Features						
1. General Attractiveness	✓					
2. Size of Book	✓					
3. Paper	✓					
4. Type	✓					
5. Binding: Durability	✓					
Color and Design	✓					
6. Illustrations & Captions	✓					
7. Book Lies Flat When Open	✓					

finance text

Score Card for Textbooks

C. Teacher's Edition	Not Available	Yes	(No)
1. Is the teacher's manual written in such a manner as to explain completely the objectives of the individual lessons, units and sections?			
2. Are directions provided for the teacher in terms of overall aims and objectives?			
3. Are references listed for teachers in such a manner as to be of maximum use?			
4. If appropriate, are workbooks challenging for the student and do they reinforce major concepts presented by the textbook?			
5. Are workbook materials so organized that student weaknesses in particular areas may be identified?			
6. Are appropriate testing materials available to the teacher for an adequate standard program?			
7. Are interesting activities suggested which will challenge youngsters to do further research in meaningful areas?			
8. Is an attempt made by the publisher to keep content material current by the issuance of supplementary bulletins?			

D. Other Information

1. How does text fit into a sequential development of this subject in grades below and above?

text is used in stand-alone course

2. How closely does this text follow Oneida curriculum? perfectly

In what ways is it different?	How will these areas be handled?
<i>N/A</i>	<i>N/A</i>

3. Name and author of current text: <i>Mathematics w/ Business Applications, 5th ed.</i>	
Publisher: <i>Glencoe</i>	Copyright Date: <i>2004</i>
Adoption Date: <i>~2006</i>	Number of Copies on Hand <i>~30</i>

4. What advantage does this text have over current text?

More emphasis on theory, concepts to become financially independent

5. Reaction of professional textbook reviews.

Up-to-date content

TO: MEMBERS, BOARD OF EDUCATION
FROM: MARY-MARGARET ZEHR
RE: SCHOOL RESOURCE OFFICER EMPLOYMENT AGREEMENT
DATE: SEPTEMBER 8, 2020

The School Resource Officer Employment Agreement is attached for your review and approval as submitted.

RECOMMENDED ACTION

Motion to approve the School Resource Officer Employment Agreement as submitted.

MOTION MADE BY _____

SECONDED BY _____

A ___ N ___

EMPLOYMENT AGREEMENT - SCHOOL RESOURCE OFFICER

It is hereby agreed by and between the Board of Education of the **Oneida City School District**, with offices located at 565 Sayles Street, Oneida, NY 13421 (hereinafter referred to as the "**School District**") and **Matthew Ware** residing at 8189 Trolleys End, Cicero, NY 13039 (hereafter referred to as the "**SRO**" or "**Mr. Ware**") that said School District, in accordance with its action found in the minutes of the meeting held on the 8th day of September, 2020, does hereby reappoint and employ Mr. Ware as School Resource Officer with the following conditions outlined below becoming part of this Agreement.

1. Duties and Responsibilities.

Mr. Ware accepts the above appointment as the School District's School Resource Officer, and shall perform the following duties:

- a. Work 40 hours per week, exclusive of a duty free lunch period, during the Term. Mr. Ware's work schedule and the specific hours during which he is to report will be established by the School District's Superintendent.
- b. Report directly to the Superintendent or the Superintendent's designee.
- c. Provide for the security and safety of all students, staff, and visitors, protect school property and maintain order in and around the school site.
- d. Provide intervention between students and/or staff using appropriate techniques to calm and control situations.
- e. Under the supervision of the Superintendent or designee, investigate all crimes and incidents occurring on and in the vicinity of school grounds, and complete the appropriate documentation for such investigations.
- f. Report all violations of law, school rules, regulations or policies to school administration.
- g. Enforce all governing New York State and federal laws, rules, and regulations and assist schools in meeting requirements mandated by New York State law.
- h. Advise school administration of any circumstances or situation that may create any potential harm to persons, or damage to, or loss of property.
- i. When feasible and requested to do so by school officials, and in a manner which does not infringe upon individuals' Constitutional rights, screen persons entering the building or school grounds.
- j. Develop and maintain a positive and open relationship with students, administrators, faculty, staff, and parents.
- k. When requested, participate in meetings with school officials, parents or the School Board to assist in dispute resolution and/or in developing policy and

procedures concerning school safety. Additionally, provide information to students and staff in regard to DWIs, weapons, sale of illegal drugs, etc.

- l. Legally seize and store/dispose of any illegal substance or contraband seized by school officials as required/not required for evidence in prosecution.
- m. Educate potential school-age victims in crime prevention and safety.
- n. Develop or expand crime prevention efforts for students.
- o. All of the obligations under this Agreement shall be met without discriminating on the basis of race, color, sex, national origin, language status, disability, religion, sexual orientation, or membership in any other protected class.

2. Term.

- a. This Agreement will be effective as of September 1, 2020 through June 30, 2021 (the "Term"). The parties further agree that this Agreement may be extended for an additional time period based upon mutual, written agreement of the parties.
- b. Mr. Ware will be released from his obligation to complete the term of employment provided by this Agreement by submitting a written resignation to the School District at least sixty (60) days prior to his leaving. The School District may terminate this Agreement and the employment of Mr. Ware at any time during the term of the Agreement consistent with the provisions of applicable federal, state, or local law.

3. Compensation.

During the Term, Mr. Ware will be compensated at a rate of Fifty-Five Thousand One Hundred Sixty Seven Dollars (\$55,167) less applicable withholdings and deductions.

Mr. Ware's wages shall be paid in equal installments in accordance with the policy of the Board governing payments of other non-instructional staff members in the School District. Mr. Ware will not be eligible for any additional compensation or benefits from the School District during his employment.

4. Leave.

- a. Personal Leave: The SRO each year shall be allowed three (3) days of personal leave without loss of salary, for personal business that cannot reasonably be conducted other than during the school day. Upon separation from employment, there shall be no payment for unused personal leave.
- b. Sick Leave: During the term of this Agreement, on July 1st of each year he will receive twelve (12) earned paid sick days. Sick time shall be cumulative. If requested by the Superintendent, the SRO may be required to file a medical report for three or more consecutive claimed sick leave days. The SRO may utilize up to ten (10) days of his sick leave each year for illness in the immediate family. The immediate family shall be identified as spouse, parent, guardian, sister, brother and

children. Upon separation from employment, there shall be no payment for unused sick leave.

- c. **Bereavement Leave:** The SRO may be granted up to ten (10) days leave per death in the immediate family or death of the SRO's mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law or daughter-in-law.

5. **Authorization to Carry Firearm.** The School District and Mr. Ware agree that Mr. Ware has been authorized by the School District's Board of Education to carry a firearm on School District property for use in connection with his powers and duties under this Agreement as follows:

- a. Mr. Ware shall be authorized to carry a firearm on school grounds for use in connection with his powers and duties under this Agreement.
- b. Nothing contained in this Agreement shall be construed to authorize Mr. Ware to possess any firearm on School District property if he is not otherwise properly licensed to possess and carry that firearm, or to authorize Mr. Ware to possess any firearm on School District property in violation of any Federal, State, or local law, rule, or regulation.

6. **Credentials.** Mr. Ware shall be and remain at all times properly licensed and/or credentialed in accordance with applicable law to perform services in accordance with this Agreement. Mr. Ware shall possess all necessary licenses and permits required to carry a firearm pursuant to Section 4 of this Agreement.

7. **Fingerprinting and Criminal Clearance.** The School District shall submit Mr. Ware's fingerprints to the New York State Education Department ("SED") to facilitate a criminal background check and criminal clearance review process by the SED, unless an authorized representative of the SED informs the School District, in writing, that the need for criminal clearance by SED is obviated for any reason. Mr. Ware shall not have direct contact with the School District's students until criminal clearance is obtained from SED, or waived by SED, except as explicitly authorized by law.

8. **Indemnification.** To the extent required by Section 3811 of the Education Law, the Board will defend and indemnify the SRO from claims arising out of the performance of his duties within the scope of his employment. Such defense and indemnification is subject to the SRO complying with all legal requirements for receiving same. If there is a conflict of interest between the Board and the SRO regarding the matter, separate counsel will be appointed to represent the SRO.

9. **Confidentiality and Disclosure of Records.**

- a. **Confidentiality.** The parties agree that all information exchanged is considered confidential and subject to provisions of Federal and New York State Law, and will be used only for the purposes outlined in this Agreement.
- b. **Records Disclosure.** The SRO agrees to comply with the requirements set forth in the Family Education Rights to Privacy Act (FERPA), the New York State

Education Law Section 2-D, and regulations promulgated under those laws, as the same may be amended from time to time. Incorporated hereto by reference and made a part of this Agreement are the terms required by New York State Education Law Section 2-D concerning the disclosure of protected identifiable student, principal and teacher information from disclosure.

9. **Binding Effect.** This Agreement shall be binding upon both parties when fully signed and executed and upon approval of the appropriate governing bodies where required.
10. **Governing Law.** The Agreement shall be construed and interpreted in accordance with the laws of New York State.
11. **Assignment.** This Agreement may not be assigned by either party.
12. **Interpretation.** The language of all parts of this Agreement in all cases shall be construed as a whole, according to its fair meaning, and not strictly for or against any party, regardless of who drafted it.
13. **Waiver.** The failure of any party to insist on the strict performance of any provision of this Agreement or to exercise any right under this Agreement shall not constitute a waiver of such provisions or right. A waiver is effective only if in writing and signed and delivered by the waiving party.
14. **Applicability.** It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter thereof. Any alterations, amendments, deletions, or waivers of the provisions in this Agreement shall be valid only when expressed in writing and duly signed by the parties.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals the day and year first above written.

MATTHEW WARE

ONEIDA CITY SCHOOL DISTRICT

Matthew Ware

Mary-Margaret Zehr
Superintendent of Schools

Date: _____

Date: _____

TO: MEMBERS, BOARD OF EDUCATION

FROM: MARY-MARGARET ZEHR

RE: POLICY FOR REVIEW

DATE: SEPTEMBER 8, 2020

The attached policy is submitted for your first reading. Vote for approval will be at a future Board of Education Meeting:

8011 Computing Final Grade Averages for Rank in Class

FOR REVIEW ONLY

INSTRUCTION

COMPUTING FINAL GRADE AVERAGES FOR RANK IN CLASS

- I. Class ranking is computed at the end of the seventh semester using weighted grade point average. Averages will be rounded to the nearest hundredth place (.01). Averages have a two place decimal point for both weighted and unweighted averages (example: 96.126 rounds to 96.13) All numerically graded, credit bearing courses, will be included using a weighted calculation method.
 - A. A weighted average is one that takes into account the relative rigor of the course content, curriculum, and assessments in the calculation of the overall combined course average.
 - B. A weighted average is calculated by multiplying the individual course average by an index (greater than 1.0 assigned to upper level courses) for the purpose of calculating the cumulated GPA.
 - C. An upper level course is one whose academic rigor is significantly greater than that of a traditional Regents credit bearing course.
 - D. The specific index assigned to a course is based on the academic rigor of the course curriculum.
 - E. The weighted cumulative GPA will be used for rank in class. The unweighted cumulative GPA will be sent to colleges/universities.
- II. Calculations Relating to Graduation Ranking
6% will be added for Advanced Placement (AP, CEA, DE, POE, CIM, Effective 7/1/2020 for the 2020-2021 school year) and (3% weighting will be added 2021 will be added for dual credit college coursework (Introduction to Engineering and Design (IED), and all honor classes) to the final average for the purpose of graduation ranking only).
- III. In a course with a Regents exam, the higher grade of the final average or the Regents exam grade may will be used in determining cumulative average. (School Tools takes Regents for final average if higher and students need to pass course for course credit.)
- IV. If a student's AP course grade is lower than their cumulative weighted GPA it will not be calculated after their seventh semester senior year for class ranking.
(This will sunset July 1, 2020).
- V. All students qualifying and electing to receive a diploma are considered part of the graduating class and will be included in the ranking process.

COMPUTING FINAL GRADE AVERAGES FOR RANK IN CLASS

- VI. Students transferring into the district must complete their final two (2) years of secondary education at Oneida High School in order to be eligible for the positions of salutatorian and valedictorian. Such transfers will be ranked, and are eligible for all other awards.
- VII. The Valedictorian and Salutatorian will be number one (#1) and number two (#2) from the class rankings and they will be speakers at graduation.

In the event of a tie at valedictorian, the averages of the tied students will be rounded to the nearest thousandth (.001) in order to resolve the tie. If after rounding to the nearest thousandth (.001) there is still a tie, the students will be recognized as co-valedictorians and no salutatorian will be recognized.

If a tie occurs at salutatorian, the averages of the tied students will be rounded to the nearest thousandth (.001) in order to resolve the tie. If a tie at the number two (#2) ranking still exists after rounding to the nearest thousandth (.001), the tied students will be recognized as co-salutatorians.

- VIII. Each senior student's transcript shall report class rank.
- IX. Grades from previous schools will be accepted as submitted on the student's official transcript. Numerical grades are accepted at par value and letter grades are converted by letter/numerical conversion table as follows:

A+ = 99, A = 95, A- = 92,
B+ = 89, B = 85, B- = 82
C+ = 79, C = 75, C- = 72,
D+ = 70 D = 68 D- = 66,
F = 64 and below

Oneida City School District
Adopted: _____

TO: MEMBERS, BOARD OF EDUCATION
FROM: MARY-MARGARET ZEHR
RE: COMMITTEE CHAIR REPORTS
DATE: SEPTEMBER 8, 2020

The Committee Chair Reports will be presented.

Audit:

Policy

Curriculum, Instruction
& Technology

Finance & Facility:

Governance:

FOR INFORMATION ONLY

**Policy Committee Meeting Minutes
August 26, 2020**

Present:

Jennifer Parker
Heather Denby
Mary-Margaret Zehr
Jim Rowley

Absent:

Melinda Bowe

The following policy was approved and will be presented at the next Board meeting:

8011 – Computing Final Grade Averages for Rank in Class (note – next review of this policy should include input from shared decision making committee).

The committee adjusted the policy manual review schedule presented by MMZ to move the 1000's series to review this year and the 4000's series to review next year.

The committee determined the following policies actions:

- Facilities Use Policy adjusted for COVID-19 guidance – table this policy change, as we are not allowing building use at this time.
- Title IX minor language change – waiting for BOCES to provide list of other policies requiring change.
- COVID-19 supplemental leave policy – not needed as administration is already following guidance from school attorney internally.

The committee will keep an ongoing list of policies that will need to be adjusted outside of the normal review process. The Code of Conduct, for example will need to be reviewed.

TO: MEMBERS, BOARD OF EDUCATION
FROM: MARY-MARGARET ZEHR
RE: BOE PRESIDENT REPORT
DATE: SEPTEMBER 8, 2020

Mr. Bob Group will give his Board President's Report.

FOR INFORMATION ONLY

TO: MEMBERS, BOARD OF EDUCATION
FROM: MARY-MARGARET ZEHR
RE: SUPERINTENDENT REPORT
DATE: SEPTEMBER 8, 2020

Ms. Mary-Margaret Zehr will give her Superintendent's Report.

FOR INFORMATION ONLY

TO: MEMBERS, BOARD OF EDUCATION
FROM: MARY-MARGARET ZEHR
RE: ASSISTANT SUPERINTENDENT FOR FINANCE REPORT
DATE: SEPTEMBER 8, 2020

Mr. Jim Rowley will give his Assistant Superintendent for Finance Report.

FOR INFORMATION ONLY

TO: MEMBERS, BOARD OF EDUCATION
FROM: MARY-MARGARET ZEHR
RE: EXECUTIVE SESSION
DATE: SEPTEMBER 8, 2020

We are recommending approval to enter into Executive Session for the purpose of discussions regarding Collective Negotiations pursuant to Article Fourteen of the Civil Service Law and the Employment history of a particular person, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person;

RECOMMENDED ACTION

Motion to enter into Executive Session as submitted.

MOTION MADE BY _____

SECONDED BY _____

A ___ N ___