

**CATO-MERIDIAN BOARD OF EDUCATION**

**Meeting Minutes**

**August 15, 2005**

**PRESENT:** Kathleen Bratt, President  
Charles Ware, Vice President  
Dean Cummins  
Heidi Dennison  
Roxanne Miller  
Patricia Russo  
Donald Thompson - Absent

**ALSO PRESENT:** Deborah Bobo, Superintendent  
Janice Lee, District Clerk  
Crosby Lamont, Jr. – Assistant Superintendent for Business  
Betsy Hayden, Athletic Director  
Community Members

**WHERE HELD:** Cafeteria

Walk through of the elementary/middle school.

The meeting was called to order by President Kathleen Bratt at 7:05 pm.

Pledge to the flag.

On motion of Mrs. Russo, seconded by Mrs. Dennison, the agenda was approved with the following additions: Delete capital project update; add to Va – appoint Kimberly Faust; Vb – Accept resignation – Christine Vogel; VII e & f – Finance and policy committee updates.

Agenda

Yes 6 No 0 Abstaining

On motion of Mrs. Russo, seconded by Mr. Ware, Tracy Galla was appointed as a substitute teacher at \$55/day and \$60/day after 15 days.

Appt. Galla

Yes 6 No 0 Abstaining

On motion of Mrs. Miller, seconded by Mrs. Dennison, Craig Bullard was appointed as a full time custodian at \$21,005 with a 6% night differential.

Appt. Bullard

Yes 6 No 0 Abstaining

On motion of Mr. Ware, seconded by Mrs. Russo, Louis Chistolini was appointed as assistant principal in the high school for the 2005-06 school year at \$35,000 with individual benefits.

Appt.  
Chistolini

Yes 6 No 0 Abstaining

On motion of Mrs. Miller, seconded by Mrs. Russo, the following coaches were appointed:

Appt. Coaches

Scott Henry	Co-Head Modified Football Coach	\$2,657 Step 2
-------------	---------------------------------	----------------

Kevin McGowan	Co-Head Modified Football Coach	\$2,657 Step 2
Jennifer Delfavero	Mod. Field Hockey Coach	\$2,272 Step 1
Rudy Sapp	Varsity Boys Soccer Coach	\$4,237 Step 2
Krista Kolodziejczyk	Varsity Girls Soccer Coach	\$3,781 Step 1
Jennifer Crook	JV Girls Soccer Coach	\$2,947 Step 1
Sue Scharoun	Mod. Girls Soccer Coach	\$2,272 Step 1
Donna Cappellano	Varsity Girls Cross Country Coach	\$4,013 Step 3
Dennis Taylor	Varsity Boys Cross Country Coach	\$3,202 Step 1
Beverly Stone-Quinn	Varsity Cheerleading Advisor Coach	\$1,580
Kim Faust	Varsity field hockey coach	\$3,781 Step 1

Yes 6 No 0 Abstaining

On motion of Mr. Ware, seconded by Mrs. Dennison, the resignation of Christine Vogel as high school teacher assistant was accepted.

Vogel Resign

Yes 6 No 0 Abstaining

Discussion on the copier lease. Mr. Ware would like to see a copier with PDF capabilities. Mr. Lamont will check on this. Mrs. Miller asked how many images per month on the current copiers. Mr. Lamont indicated that during the 04-05 school year there were approximately 150,000 – 175,000. He feels that 175,000 images per year should be sufficient.

Copier Lease

On motion of Mrs. Russo, seconded by Mr. Ware, the following resolution was approved: WHEREAS, the Board of Education of the Cato-Meridian Central school District (hereafter referred to as the “District”) desires to enter into a multi-year service contract with the Onondaga-Cortland-Madison Board of Cooperative Education Services (hereafter referred to as “OCM BOCES”) pursuant to Education Law 1950(4)(jj), in order for the Regional Information Center (“RIC”) to furnish certain services to the District including, not limited to, network printing services in Co-Ser 562 and/or Co-Ser 620

NOW, THEREFORE, it is

RESOLVED, that the Board of Education of the District agrees to a multi-year contract with OCM BOCES for the provision of said services to the District at a cost not to exceed the estimated monthly payment of \$2,450.25 plus overage charges incurred by OCM BOCES on behalf of the District, plus yearly RIC support during the term of this contract. This amount may be amended with the approval of both parties. The term of the contract shall be for three (3) years commencing on or about September, 2005. Payments will be made as part of the regular annual BOCES contract for services. The Superintendent of Schools or designee is hereby authorized to approve the final terms of the contract and to execute on behalf of the District all documents necessary or appropriate to carry out the intent of this resolution.

Yes 6 No 0 Abstaining

On motion of Mr. Ware, seconded by Mrs. Russo, the minutes of the meeting held on July 11, 2005, were approved.

7/11 Minutes

Yes 6 No 0 Abstaining

On motion of Mr. Cummins, seconded by Mrs. Dennison, the minutes of the meeting held on July 14, 2005 were approved as amended.

7/14 Minutes

Yes 6 No 0 Abstaining

Mr. Cummins wants it on the record that he does not want to be polled by anyone, especially someone that lives outside of the district.

On motion of Mr. Ware, seconded by Mrs. Miller, the minutes of the meeting held on July 26, 2005, were approved as amended.

7/26 Minutes

Yes 6 No 0 Abstaining

Mr. Ware noted parts of the proposed budget transfer policy. The maximum dollar amount the superintendent will be authorized to transfer will be \$5000 for the 2005-06 school year, and will be established annually. The maximum dollar amount may be amended at any time by the Board. Mr. Cummins asked Mrs. Bobo if \$5000 was sufficient. Mrs. Bobo deferred to Mr. Lamont who is comfortable with the \$5000 maximum.

Policy 5330

On motion of Mr. Ware, seconded by Mrs. Dennison, the second reading of proposed board policy 5330 Budget Transfers was waived.

Yes 6 No 0 Abstaining

On motion of Mr. Ware, seconded by Mrs. Miller, board policy 5330 Budget Transfers was adopted with The maximum dollar amount the superintendent will be authorized to transfer will be \$5000 between regular board meetings for the 2005-06 school year.

Yes 6 No 0 Abstaining

Mr. Lamont reviewed the contract with All Seasons at the request of Mr. Cummins. Mr. Lamont also stated that he believes All Seasons has done a good job and that the board should look at breakfast and lunch prices at some point. The district has two years remaining with All Seasons. Mr. Ware and Mrs. Bratt would like a school lunch report to be presented at the October 3<sup>rd</sup> board meeting. This would include comparisons of prices other school districts charge.

On motion of Mrs. Miller, seconded by Mrs. Russo, the contract extension with All Seasons Services, Inc. for the 2005-06 school year was approved.

All Seasons

Yes 6 No 0 Abstaining

On motion of Mrs. Russo, seconded by Mr. Ware, the Committee on Special Education minutes were approved.

CSE

Yes 6 No 0 Abstaining

Discussion on 5 Year Capital Facilities Plan: A proposal was presented by Dan Fay to perform the facilities plan. Mrs. Miller asked if anyone else had been considered.

Mr. Lamont indicated that firms he had dealt with charged much more for this service. Mrs. Bobo also stated that Teitsch Kent Fay knows the history of our buildings as they have been at C-M for some time. Mrs. Bobo has spoken with Kurt Miller in Albany and the project will be approved as soon as he receives the summary of the plan.

On motion of Mrs. Miller, seconded by Mr. Cummins, authorization is granted for Teitsch Kent Fay to conduct a 5 Year Capital Facilities Plan (as required by the State Education Department) not to exceed \$22,600 (\$10,000 for the Building Condition Survey and \$12,600 for the Capital Facilities Plan including the maintenance plan).

Capital  
Facilities Plan

Yes 6 No 0 Abstaining

The board asked Mr. Lamont for a final figure of money remaining in the budget from the 2004-05 school year. He does not have an actual figure as yet. As a result of discussion at the finance committee meeting with Mr. Lamont, Mr. Ware stated that there will be approximately \$500,000 (maybe a little more), not including \$300,000 for a fund balance.

Mr. Lamont distributed a print out of reserve funds available to school districts. Mr. Ware indicated that the following reserves are a possibility: Workers' Compensation Reserve, Unemployment Insurance Reserve and Reserve for Employee Benefit Accrued Liability. In addition to these reserves, the Board may want to consider putting a Capital Reserve and Repair Reserve on the ballot next year for voter approval.

The district received notice that Citizens Communications has filed for a reduction in assessment which would impact our district in the amount of \$1.6 million assessment.

Mr. Ware also stated that \$50,000 may also be added to the tax levy to lower taxes to the taxpayers. Mr. Lamont indicated that the auditors will be back to finish the audit within the next week or so and he should have a final figure by the August 29<sup>th</sup> meeting.

Mr. Lamont stated Standard & Poor's has given the Cato-Meridian School District an A rating effective April, 2005. He had worked with Bernie Donegan to write letters to ask for a re-evaluation of our rating. This rating enables the district to borrow at a better interest rate.

The Finance Committee reviewed all bills with Mr. Lamont. There was a concern with the cost of gifts given to retirees. Mr. Ware asked that the policy committee review the district's policy and set a dollar limit. Mrs. Miller had a question regarding health benefits for an employee.

On motion of Mr. Ware, seconded by Mrs. Miller, the board entered executive session at 8:15 pm to discuss the bills.

Exec. Session

Yes 6 No 0 Abstaining

The board moved from executive session at 8:45 pm.

The board discussed a potential change order for the capital project.

On motion of Mrs. Dennison, seconded by Mr. Cummins, PCO GC081 in the amount of \$6,884 was approved.

Yes 6 No 0 Abstaining

On motion of Mr. Ware, seconded by Mr. Cummins, it was recommended that 3 warrants #12, #13 and #14 be approved.

Pay bills

Yes 5 No 1-Miller Abstaining

Mr. Ware would like Mr. Lints to email him information regarding PCO's #EC025 and EC037.

Mrs. Russo reviewed the Policy Committee held on August 9<sup>th</sup>. The Committee feels that the policies should be on-line. Mrs. Lee will have Ms. Hawker contact Mr. Ware to get this done.

On motion of Mrs. Russo, seconded by Mr. Cummins, all existing board policies will be available on line through the school's web site.

Policies  
On Line

Yes 6 No 0 Abstaining

The committee is currently reviewing policies. Some points Mrs. Russo brought up were: Need to review 1511; Mrs. Lee provided a list of policies that have been reviewed in the past 2 years; Review policy 3280, 6440, 2340; Mrs. Russo will contact Ray Wager for a draft Whistle Blower policy; community input, implementation of a policy timeline. Administration and staff are encouraged to go to the superintendent to inform the board of areas that need policies to be reviewed and/or implemented. The Finance Committee will review Non-Instructional/Business Operations policies.

Mr. Ware suggests that each board member take a section and become familiar with those policies.

Mrs. Miller requested a listing of all donations and expenditures from the donated 2004-05 school year. Mr. Lamont will meet with Mrs. Miller to resolve this request. If this request is not resolved, it will be discussed at the next meeting.

There was discussion by the board that any information requested by a board member should be honored. Mr. Lamont stated that the board should act collectively and not individually. If a board member has a request, the total board should receive the information.

Mr. Cummins asked that the head custodian and head bus driver report to the board once or twice a year.

Mrs. Miller stated the district, due to a new regulation, must have an audit committee. The Finance Committee will now be the Finance/Audit Committee.

Public Comment There was a concern regarding the public addressing the board and the way the board acts toward the public. Mrs. Bratt indicated that anyone can address the board.

There was also a concern from a community member on the way the board dissolved the internal auditor position.

Mrs. Miller discussed coaching candidates for field hockey and if there were any candidates for JV field hockey.

Mr. Lamont reported that the interest for the borrowing RAN is 2.92% and it is with Geneva Bank.

Mrs. Bobo explained the cohort for training through the technology grant with BOCES. She also has been promised that the high school will be ready for the opening day of school.

Mr. Ware indicated that there is a new mandatory 6-hour training for new school board members. He is not sure if it begins this year or next year. There is \$1,000 budgeted for board member training at this time.

Mrs. Bobo reported that a board member team building training is scheduled for September 20<sup>th</sup> 6:00-9:00 pm, which could be here or at St. Mary's in Auburn. The board members prefer to have the training here.

On motion of Mrs. Miller, seconded by Mrs. Russo, the board entered executive session at 9:50 pm to discuss negotiations, personnel, attorney and the superintendents goals.

Exec. Session

Yes 6 No 0 Abstaining

The board moved from executive session at 11:47 pm.

On motion of Mrs. Miller, seconded by Mrs. Dennison, Hancock and Estabrook as lead school attorneys for 2005-06. There was discussion as to how or if to list Mr. Sant. Mrs. Miller moved to amend the motion to appoint Mr. Sant as special counsel, seconded by Mrs. Dennison.

Appt.  
Attorney

Yes 5 No 1-Russo Abstaining

On motion of Mrs. Dennison, seconded by Mrs. Miller, the meeting was adjourned at 12:03 am.

Adjourn

Yes 6 No 0 Abstaining

---

Janice Lee, District Clerk