

Type of Meeting: Business Meeting

Date: February 28, 2017

Place: High School Cafeteria

Members Present: President William Peoples, Jr., Trustees, Michelle Terwilliger, Michael Knapp, James Mosher, Brian Crane, James Mitchell and Derek Burrell.

Others: Superintendent Joseph DioGuardi, District Clerk Kristie Hadlock, Kenneth Forrester School Business Administrator, Elementary Principal Jeanette Vaughn, Middle School Principal Kris Benton, Supervisor of Valley Early Childhood School Tanya Loomis, Director of Curriculum and Instruction William Howe.

Guests: Ronald Tompkins, Lizzy Carlineo, Mary Allington, Katelynn Wood, Kora Somma, Wesley Somma, Lori Wood and Carrie Howe

President Peoples called the meeting to order at 6:00p.m. and led the group in the Pledge of Allegiance after explaining the emergency procedure.

A motion was made by Trustee Crane, seconded by Trustee Mitchell to approve the agenda. Motion carried.

Superintendent DioGuardi introduced Jeremy Wheeler, Principal of the P-TECH Program, from GST BOCES. The student presenters were introduced. Jeremy shared a brief video that was created about the educational partnerships of this program. There are three different pathways: advanced technical manufacturing, clean energy and health care. Students choose their appropriate pathway based on their interests and future plans. There are 38 students currently enrolled and each year 40 new students will enter this program. This is a six year commitment by these students resulting in a college degree. The students shared their individual experiences, discussed flexibility of their schedules based on their individual pathways and the utilization of technology through Schoology and other web based applications. After a few comments and questions from the board Jeremy and the students were thanked for the presentation.

William Howe, Director of Curriculum & Instruction welcomed the group in further discussion of the 2,000 series policies. He discussed the input provided by the school attorneys. There was a group discussion about the board terms and the options of a three year, four year and five year term was assessed. It was decided that the district will analyze the current structure and present the data to the board. Mr. Howe re-stated that policy review will be completed on a regular basis. This policy, if adopted, will be in effect for the upcoming election. Paper ballots and voting machines were also discussed. Superintendent DioGuardi stated we will investigate figures with the Steuben County Board of Elections. Several other components of this draft policy were discussed. Mr. Howe will seek further clarification about the term "School District Officer" and #1 in policy 2160. The board

Call To  
Order

Agenda  
Approved

Superintendent  
Report-  
P-TECH  
Presentation

2,000  
Series  
Policies

prefers that agenda topics should be suggested 14 days prior to a regular meeting and 7 days prior to a special meeting. The 2,000 series will be an agenda topic on March 14<sup>th</sup> for further clarification and then adoption of this policy will be proposed on the March 28<sup>th</sup> Business Meeting agenda.

2,000  
Series  
Policies  
Con't

President Peoples and Trustee Burrell attended the legislative event at Corning Painted Post School District on February 27<sup>th</sup>. Mr. Peoples mentioned that the budget finance committee met prior to this meeting and that the group continues to work towards a balanced budget. Mr. Peoples received four letters from seniors in the district, the letters discussed the limited parking situation and the Good Citizen Dog. Trustee Terwilliger asked about a resolution to the parking situation and handicapped parking spots. The parking was proposed as a topic for an upcoming agenda.

Board  
Reports

No one wished to be recognized during the public forum.

Public  
Forum

Superintendent DioGuardi invited Kenneth Forrester, School Business Administrator, to discuss the 2017-18 proposed budget. The focus of discussion was on the revenue side of the worksheet. Based on a proposed tax levy of 1% the district would be \$247,000 short relative to our budgeted expenses. One possible scenario would be to take \$122,000 from reserves and reduce expenses by \$125,000. The audit committee recommends this solution. Trustee Terwilliger posed a question. President Peoples stated we will continue to work to bring a balanced plan to the upcoming work session for further discussion.

2017-18  
Budget  
Discussion

Motion by Trustee Crane, seconded by Trustee Terwilliger. The Board of Education of the Addison Central School District, upon the recommendation of the Superintendent of Schools, does accept the following Consent Items: Minutes of January 24 and February 14, 2017; Central Treasurer's Report of January, 2017; District Treasurer's Report of January, 2017; Budget Status Report of January, 2017; Revenue Status Report of January, 2017; CSE Minutes of January 31, February 7 and February 14, 2017; and CPSE Minutes of February 15, 2017, in accordance with the rules and regulations of the Board.

Consent  
Items  
Accepted

Motion Carried.

After some discussion about salary adjustments, coaching appointments, staff salaries and the Records Access Clerk stipend, a motion was made by Trustee Terwilliger, seconded by Trustee Mosher. The Board of Education of the Addison Central School District, upon the recommendation of the Superintendent, does approve the following Personnel items in accordance with the rules and regulations of the Board:

Personnel  
Items

**APPOINTMENTS**

**INSTRUCTIONAL:**

**Tammy Povoski**

Assignment: Teaching Assistant  
Justification: New Position  
Effective Date: March 1, 2017  
Tenure Area: Teaching Assistant  
Tenure Date: March 1, 2021  
Certification: Teaching Assistant  
Salary: \$29,281  
Budget Code: F 170LIT-2110-150-00  
Education: Associates Degree, Corning Community College  
Experience: Assistant Director, Jennie Mose Family Resource Center,  
Addison, NY (2015 – Present), Staff member, Nonnie Hood  
Parent Resource Center, Corning, NY 14830 (2015 – Present),  
One on One Aide, ProAction, (2013 – 2014).

**NON INSTRUCTIONAL:**

**Faith Ingraham**

Assignment: Typist (Director of Curriculum & Instruction Office)  
Justification: Replacing Kristie Hadlock  
Effective Date: January 31, 2017  
Probationary Period: N/A  
Salary: \$29,545  
Budget Code: A2010-160-00-00-00  
Experience: Typist, Addison Central School, Addison, NY (October 2014 –  
Present).

**Penny Wakefield**

Assignment: School Monitor (Cafeteria)  
Justification: Replacing Michelle Dennis  
Effective Date: March 1, 2017  
Probationary Period: March 1, 2017 – September 1, 2017  
Salary: \$9.70/hour  
Budget Code: C 2860-160  
Experience: Teacher Aide, GST BOCES, Elmira, NY (27 years).

**SUBSTITUTE APPOINTMENTS:**  
**NON INSTRUCTIONAL:**

**Gary Seeley**

Assignment: Substitute Bus Driver  
Justification: Additional Subs Needed  
Salary: \$13.24/hour  
Budget Code: A 5510-161-00-00-00  
Effective Date: February 13, 2017  
Experience: Mobile Food Truck Driver, Southern Tier Food Bank,  
Horseheads, NY (June 2015 – January 2017), Bus Driver,  
Birnie Transportation, Painted Post, NY (September 2014 –  
June 2015).

**Ann Denmark**

Assignment: Substitute Bus Driver Trainee  
Justification: Additional Subs Needed  
Salary: \$13.24/hour  
Budget Code: A 5510-161-00-00-00  
Effective Date: February 27, 2017  
Experience: Truck Driver (seasonal), Painterland Farms, Westfield, PA  
(June 2016 – Present), Truck Driver (seasonal), Empire  
Evergreens, Painted Post, NY December 2015 – Present), Truck  
Driver (seasonal), Zeager Harvesting, Bainbridge, PA (July  
2014 – Present).

**SUBSTITUTE APPOINTMENTS:**  
**INSTRUCTIONAL:**

**Samantha Keech**

Assignment: Substitute Teaching Assistant, Substitute Teacher Aide &  
Substitute School Monitor  
Justification: Additional Subs Needed  
Salary: Substitute Teaching Assistant \$9.70/hour, Substitute Teacher  
Aide \$9.70/hour, Substitute School Monitor \$9.70/hour  
Budget Code: Substitute Teaching Assistant A2110-140-00-00-00  
Substitute Teacher Aide A2110-161-00-00-00  
Substitute School Monitor A2110-161-00-00-00  
Effective Date: March 1, 2017  
Experience: Volunteer, Addison CSD, Addison, NY (October 2015 –  
Present), Administrative Assistant, Kelly Services, Corning,  
NY (May 2008 – August 2008), College Switchboard Operator,  
State University of Cortland, Cortland, NY (August 2005 –  
May 2007).

**Hope Blanchard**

Assignment: Un-Certified Substitute Teacher, Substitute Teaching Assistant & Substitute Teacher Aide – (Tuscarora and Valley Elementary only)

Justification: Additional Subs Needed

Salary: Un-Certified Substitute Teacher \$11.43/hour, Substitute Teaching Assistant \$9.70/hour, Substitute Teachers Aide \$9.70/hour

Budget Code: Un-Certified Substitute Teacher A2110-140-00-00-00  
Substitute Teaching Assistant A2110-140-00-00-00  
Substitute Teacher Aide A2110-161-00-00-00

Effective Date: March 1, 2017

Experience: Accounting Payroll Clerk, Corning Community College, Corning, NY (September 2014 – December 2014), Student Leader, Corning Community College, Corning, NY (June 2013 – June 2014), Import Data Analyst, Memorial Hospital, Gulfport, MS (February 2009 – June 2011), Administrative Assistant, Fiesta Pools, LLC, Gulfport, MS (May 2001 – February 2009).

Substi-  
tute  
Appoint-  
ments  
Con't

**Marisa Heininger**

Assignment: Un-Certified Substitute Teacher, Substitute Teaching Assistant & Substitute Teacher Aide – (Tuscarora and Valley Elementary only)

Justification: Additional Subs Needed

Salary: Un-Certified Substitute Teacher \$11.43/hour, Substitute Teaching Assistant \$9.70/hour, Tutor-\$15.00/hour

Budget Code: Un-Certified Substitute Teacher A2110-140-00-00-00  
Substitute Teaching Assistant A2110-140-00-00-00  
Tutor A2110-140-00-00-00

Effective Date: March 1, 2017

Experience: Student at SUNY Cortland.

**SPRING COACHING APPOINTMENTS**  
**NON-INSTRUCTIONAL**

**Joseph Palko**

Assignment: Boys Track

Effective Date: March 6, 2017

Level: 4

Year: 21

Salary: \$4,285.07

Spring  
Coaching  
Appoint-  
ments

**SPRING COACHING APPOINTMENTS (con't)**

Spring  
Coach-  
ing  
Appoint-  
ments  
Con't

**Timothy Lyons**

Assignment: Girls Track  
Effective Date: March 6, 2017  
Level: 5  
Year: 24  
Salary: \$4,807.64

**Oakley Hayes**

Assignment: Varsity Softball  
Effective Date: March 6, 2017  
Level: 3  
Year: 6  
Salary: \$3,867.02

**Shannon Fleishman**

Assignment: Varsity Softball  
Effective Date: March 6, 2017  
Salary: Volunteer

**Michael Lynde**

Assignment: JV Softball  
Effective Date: March 6, 2017  
Level: 2  
Year: 3  
Salary: \$2,090.28

**Kathryn Hoad**

Assignment: JV Softball  
Effective Date: March 6, 2017  
Salary: Volunteer

**Michelle Buchanan**

Assignment: Co-Modified Softball  
Effective Date: March 13, 2107  
Level: 2  
Year: 3  
Salary: \$757.73

**SPRING COACHING APPOINTMENTS (con't)**

**Cara Smith**

Assignment: Co-Modified Softball  
Effective Date: March 13, 2017  
Level: 2  
Year: 2  
Salary: \$ 757.73

**Joshua Allen**

Assignment: Varsity Baseball  
Effective Date: March 6, 2017  
Level: 5  
Year: 22  
Salary: \$4,807.64

**Garret Mather**

Assignment: Varsity Baseball  
Effective Date: March 6, 2017  
Salary: Volunteer

**Michael Benjamin**

Assignment: JV Baseball  
Effective Date: March 6, 2017  
Level: 1  
Year: 1  
Salary: \$1,724.48

**Dustin Webster**

Assignment: Modified Boys Baseball  
Effective Date: March 13, 2017  
Level: 2  
Year: 3  
Salary: \$ 1515.45

**Michael Makowiec**

Assignment: Co-Golf  
Effective Date: March 6, 2017  
Level: 5  
Year: 26  
Salary: \$ 2,403.82

**SPRING COACHING APPOINTMENTS (con't)**

**Stephen Thompson**

Assignment: Co-Golf  
 Effective Date: March 6, 2017  
 Level: 3  
 Year: 11  
 Salary: \$ 1,933.51

**Kim Thompson**

Assignment: Boys Tennis  
 Effective Date: March 6, 2017  
 Level: 3  
 Year: 7  
 Salary: \$3,867.02

**SALARY ADJUSTMENTS**

Employee	Budget Code	Current Salary	Salary Movement	Effective
Beaver, Allison	F 170UPK-2510-150-00 (0.9803 FTE) A 2110-100-00-00-29 (0.0197 FTE)	M-6, Step 10	M-6+3, Step 10	September 1, 2016
Cady, Andrea	A 2110-120-00-00-89	M-6+15, Step 11	M-6+18, Step 11	September 1, 2016
Fry, Leah	A 2110 -130-00-00-00	M-1, Step 3	M-3, Step 3	September 1, 2016
Greenfield, Jahn	A 2110-130-00-00-00	M-4, Step 15	M-5, Step 15	September 1, 2016
Howard, Jason	A 2110-130-00-00-00	M-5, Step 16	M-6, Step 16	September 1, 2016
King-Keeney, Jennifer	A 2110-130-00-00-35	A-3, Step 4	M-1, Step 4	September 1, 2016
Lakomy, Courtney	A 2110-130-00-00-00	M-2, Step 2	M-5, Step 2	September 1, 2016
Lee, Deborah	A 2110-130-00-00-00	M-6, Step 19	M-6+5, Step 19	September 1, 2016
Morse, Tonya	A 2110-120-00-00-90	M-2, Step 7	M-3, Step 7	September 1, 2016
Shipman, Kathy	A 2110-120-00-00-89	M-3, Step 16	M-4, Step 16	September 1, 2016
Siglin, Sara	A 2250-150-00-00-02 ( 0.5 FTE) F 17SEPK-2252-250-00 (0.5 FTE)	M-2, Step 4	M-3, Step 4	September 1, 2016



**STIPEND APPOINTMENTS**

6 <sup>th</sup> Grade All County Chorus	Middle School	Katrena Vroman	1	1	\$627.08	\$627.08	Second Semester
Records Access Clerk	District Office	Kristie Hadlock	N/A	N/A	\$307.50	307.50	Second Semester

Stipend  
Appoint-  
ments

Person-  
nel Items  
Approv-  
ed

Motion Carried.

Motion made by Trustee Knapp, seconded by Trustee Mosher. The Board of Education of the Addison Central School District, upon the recommendation of the Superintendent of Schools, does accept the donation of \$1,500 for the Tuscarora Elementary School from the Tuscarora PTA for the Duffy Books in Homes Program, in accordance with the rules and regulations of the Board:

Motion carried.

Accept-  
ance of  
Donation

Motion made by Trustee Terwilliger, seconded by Trustee Knapp. The Board of Education of the Addison Central School District, upon the recommendation of the Superintendent of Schools, does authorize the sale or disposal of furniture and equipment no longer in use by the district as presented, in accordance with the rules and regulations of the Board.

Motion carried.

Approval  
Of Sale  
Or  
Disposal  
Of Items

Motion made by Trustee Crane, Seconded by Trustee Mitchell. The Board of Education of the Addison Central School District, upon the recommendation of the Superintendent of Schools, does approve the second reading/adoption of the 3,000 and 7,000's Series of policies as presented, in accordance with the rules and regulations of the Board.

Motion carried.

Second  
Reading and  
Adoption of  
3,000 &  
7,000  
Policies

There being no further business, a motion was made by Trustee Crane and Seconded by Trustee Terwilliger to adjourn at 8:04p.m. Motion carried.

Adjournment

Respectfully submitted,

Kristie Hadlock, District Clerk

