

Little Flower Union Free School District
Board of Education Regular Meeting
October 26, 2020
District Offices -Virtual – 4:00 p.m.

Joseph Delgado, Vice-President
Marilyn Adsitt
Frank Caliguiri
Raymond Fell
Corinne Hammons
Nancy Hancock
Grace LoGrande
Bridgette Waite

MEMBERS PRESENT

Charles Drexel, President

MEMBERS ABSENT

Harold J. Dean, Superintendent
Philip Kenter, School Business Administrator
Robert Scappatore, Principal
Michael Gordon, Asst. Principal/Director of Special Ed.
Kathleen Nolan, District Clerk

ALSO PRESENT

1. Vice-President Delgado called the meeting to order at 4:05p.m. Superintendent Dean led with the pledge of allegiance.

CALL TO ORDER/
PLEDGE:

2. Vice-President Delgado welcomed all.

BOARD PRESIDENT'S
REPORT

3. Superintendent Dean reported on the following items:

SUPERINTENDENT'S
REPORT

- **District News –**

- Enrollment Update- Revised “estimate” on FTE chart in development from prior years monthly +/- average upcoming. Trend on RTC concerns – meeting with agency on 10/15.
- Staffing Update – Stephanie Paez, Speech Teacher leave replacement. R. Scappatore, M. Gordon, and H. Dean have been recertified as APPR evaluators through ES BOCES.
- Budget and Finance Update- Cullen & Danowski finalizing audit. Delays due to COVID, back to back pre and end year audit, delay in DASNY rates; will present to audit committee then board at November meeting. Summer cost analysis – modified program in am/pm resulted in substantial program savings. ESSR grant still not reviewed. Cost projection being worked on to develop mid-year and end-of year staffing and spending decisions. District has had additional unemployment expenses, COVID related. Received refund due to Workers Compensation audit.

- Programing Update- Autism program has been approved. Meeting with agency regarding development of an afterschool recreation program and restarting work program. Updates to guidance program models CDOS, SATs. School committees have been resumed.
- Board Considerations – 10/19-25 is Board appreciation week, thank you to all serve. Donation received from Sons of American Vets, students help assemble the display, photos on website. Governor has extended virtual meetings addition 30 days per Executive Order. Erie 1 BOCES Policy Services draft policy manual will be provided to committee in preparation for their zoom meeting. Plans for the Library dedication will be forthcoming. Plaque and phot have been received.
- **Regional Updates –**
 - SCSSA – SEL Serving as committee co-chair with superintendents from several area districts.
 - LIEC Budget Impact Survey specific to COVID costs
 - Energia program healthcare workshop - COVID driven vaccine update and impact on schools.
- **Statewide Updates –**
 - Coalition – Superintendents from two Special Acts have retired. Coalition is seeking lobby firm to help with current bill for reserve fund.
 - Special Act Taskforce is working to develop video and advocacy collaboration.
 - NYSCOSS HOD meeting provided COVID updates and need from SED for flexibility.
 - NYSCOSS virtual conference held agenda; COVID, DEI, data in remote, mental health needs, coaching, curriculum, athletics.
 - NYSSBA virtual school law conference held, many COVID updates, other legal updates.
 - SED digital equity survey provided. Emergency regulations; fiscal transparency deadline, instructional hour flexibility, definition, certification expiration flexibility, incidental teaching flexibility, student teaching permission.

4. R. Scappatore reported on the 5 week- Behavior Assessment. 80 students qualified for the PBIS event. Harvest Festival will be held in 5 sections to maintain criteria. Shared Decision Making Committee working with Agency in updating the behavior system to create a unified system.
- PRINCIPAL'S
REPORT

5. M. Gordon reported on the current enrollment of 109.5 students, with 25 intake packets – 3 new students realized. Guidance busy, transition Level I Vocational assessment revising. 11th & 12th graders prepping for
- DIRECTOR'S
REPORT

PSAT & SAT Exams. Access VR scheduled meeting and representative from SCCC will be coming to the campus to meet with seniors. Plans are being made to host Career Days throughout the year. Thrift store is seeking donations. Will provide a work-based learning experience and combine with PBIS program encouraging positive behaviors.

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| 6. | R. Fell moved, C. Hammons seconded, carried 8-0 to approve the consent agenda | CONSENT AGENDA |
| 6.1 | C R. Fell moved, C. Hammons seconded, carried 8-0 to approve minutes of the Regular Meeting of Monday September 28, 2020. | Minutes |
| 6.2 | | Financials |
| b.1 | R. Fell moved, C. Hammons seconded, carried 8-0 to accept the Treasurer's Report for the month of September 2020. | Treasurer's Report |
| b.2 | The Board Vice-President acknowledged receipt of the schedule of bills for the month of:
September 2020: WN-11, WN-12 | Schedule of Bills |
| b.3 | The Board Vice-President acknowledged receipt of the Budget Status Report for the month of September 2020. | Budget Status Report |
| b.4 | The Board Vice-President acknowledged receipt of the Trial Balance Report for the month of September 2020. | Trial Balance Report |
| b.5 | R. Fell moved, C. Hammons seconded, carried 8-0 to accept the Revenue Status Report for the month of September 2020. | Revenue Status Report |
| b.6 | The Board Vice-President acknowledged receipt of the Accounts Receivable Report for the month as of 9/30/20. | Accounts Receivable Report |
| b.7 | R. Fell moved, C. Hammons seconded, carried 8-0 to accept the Claims Audit Report for the months of August and September 2020. | Claims Audit Report |
| b.8 | R. Fell moved, C. Hammons seconded, carried 8-0 to approve the proposed General Fund Budget Transfers as follows: | Budget Transfers |

Little Flower UFSD - Budget Transfers for
September, 2020

Reference No.	Description	Transaction Date	Approval Status	From	To	Total Transfer
91	Transferring \$40,700. from O&M Cleaning Svcs. to Custodial Salaries for part-time custodial staff.	9/22/2020	Dr. Philip Kenter - SBA	A1620.403 O&M Cleaning Svcs.	A1621.16 Custodial Salaries	40,740.00
93	Transfer from Summer Security Salaries to Maintenance Custodial Salaries \$5,730.24	9/29/2020	Dr. Philip Kenter - SBA	A1620.1611 Summer Security Sal.	A1621.16 Custodial Salaries	5,730.24

- 6.3 R. Fell moved, C. Hammons seconded, carried 8-0 to accept the following recommendations of the committee:

CSE
Recommendations

#10289

#10254

- 7.4 R. Fell moved, C. Hammons seconded, carried 8-0 to approve the following personnel items:

PERSONNEL

- a. Substitute Speech Teacher – per diem at \$130.00

Employees Entering
District P/T Temporary

Stephaine Paez

- b. Shakira Allen, 1:1 Individual Aide, resignation effective October 9, 2020 to pursue educational goals.

Employees Leaving
District P/T Temporary

7. NEW BUSINESS

- 8.1 M. Adsitt moved, N. Hancock seconded, carried 8-0 to approve the new Retention and Disposition Schedule LGS-1 as follows:

Retention & Disposition
Schedule (LGS-1)

RESOLVED, By the Board of Education of the Little Flower Union Free School District that *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum

retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:(a)only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein;(b)only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

- 8.2 B. Waite moved, C. Hammons seconded, carried 8-0 to District Phone System
approve the following resolution for the procurement of a new
telephone system and maintenance program from Cumulus
Communications Inc.:

Whereas, the Little Flower Union Free School District has been contending with unprecedented issues relating to the recent COVID-19 pandemic, causing school closure, modified learning structures, extended cleaning and disinfecting protocols, and significant delays in procuring needed supplies and equipment during this nationwide shutdown and crisis;

Further, on March 7, 2020, Governor Andrew M. Cuomo issued Executive Order No. 202.1 Declaring a State disaster emergency for the entire State of New York and that contact transmission of COVID-19 have been documented in New York State and are expected to continue; and also issued Executive Order No. 202.53; Continuing Temporary Suspension and Modification of Laws Relating to the Disaster Emergency on July 21, 2020;

Suspension of laws and regulations relating to emergency procurement;

- Sections 553(22), 559, 1209, and 1265-a of the Public Authorities Law, and 21 NYCRR Part 1002, to the extent necessary to purchase necessary equipment, materials, supplies, or services, without following the standard procurement processes, including the standard prompt payment policy;

Further, that during this crisis, the current telephone system in place at Little Flower UFSD is over 15 years old, and in constant disrepair, requires parts to the physical instruments that are unattainable or unavailable,

experiences continuous breakdowns, lack of retaining vital telephone records, voice mail messages, limited inbound and outbound available lines, cannot retain or return telephone numbers or has the ability to add instruments to offices and other work spaces;

Therefore, be it Resolved by the Board of Education of Little Flower Union Free School District invokes the utilization of this Executive Order in procuring a new telephone system, components, telephone lines, spare parts and maintenance program from Cumulus Communications, Inc., of 730 Blue Point Road, Holtsville, New York 11742, as per the attached written proposal.

8. BOARD POLICIES

- 8.1 R. Fell moved, G. LoGrande seconded, carried 8-0 to approve the following written policy for a "adoption": Board Policies - Adoption

#5676 Privacy and Security for Student Data and Teacher and Principal Data

9. 4:57 p.m. G. LoGrande moved, C. Hammons seconded, carried 8-0 to enter Executive Session to discuss legal matters. EXECUTIVE SESSION

R. Scappatore, M. Gordon, K. Nolan, and P. Kenter left meeting.

5:14 p.m. M. Adsitt moved, B. Waite seconded, carried 8-0 to end Executive Session.

10. At 5:15 p.m., N. Hancock moved, G. LoGrande seconded, carried 8-0 to adjourn. ADJOURNMENT

Respectfully submitted,



Kathleen A. Nolan
District Clerk

Approved: November 16, 2020