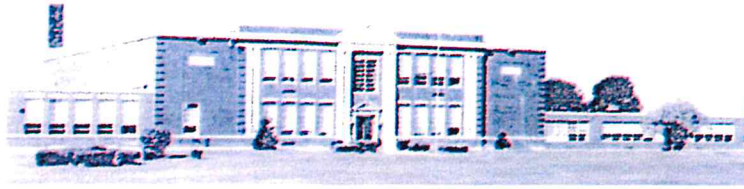


**Board of Education**

**Steven Yancey**  
President  
**Jona Snyder**  
Vice President  
**Mary Bartlett-Linden**  
**Beverly Biedermann**  
**Stephanie Clark-Tanner**  
**Stephen Dodge**  
**William Langbein**



**Madison Central School District**  
7303 Route 20, Madison, New York 13402  
Phone: (315) 893-1878  
Fax: (315) 893-7111

**Michael Davis**  
Superintendent  
**Larry Nichols**  
Building Principal  
**Brian J. Latella**  
Elementary Principal  
**Melanie Brouillette**  
Treasurer  
**Tracey Lewis**  
District Clerk

**BOARD OF EDUCATION  
REGULAR MEETING**

**SEPTEMBER 19, 2017  
6:30 P.M. – LIBRARY**

- I. Call to Order
- II. Agenda Additions
- III. Consent Agenda
  - a. Approval of Agenda for This Meeting
  - b. Approval of Minutes
    - 1. August 15, 2017 Regular Meeting Minutes
- IV. Public Forum
- V. Reports
  - a. Treasurer
    - 1. Internal Claim Auditor's Report
    - 2. Treasurer's Report dated June 30, 2017
    - 3. Detail Warrants
      - a. Warrant Number 44 – Fund A – 6/5/17 – 9 pages
      - b. Warrant Number 45 – Fund A – 6/9/17 – 6 pages
      - c. Warrant Number 46 – Fund A – 6/23/17 – 4 pages
      - d. Warrant Number 47 – Fund A – 7/26/17 – 1 page
      - e. Warrant Number 48 – Fund A – 6/21/17 – 2 pages
      - f. Warrant Number 49 – Fund A – 6/21/17 – 3 pages
      - g. Warrant Number 50 – Fund A – 7/11/17 – 4 pages
      - h. Warrant Number 25 – Fund C – 6/9/17 – 2 pages
      - i. Warrant Number 26 – Fund C – 6/23/17 – 2 pages
      - j. Warrant Number 27 – Fund C – 7/11/17 – 1 page
      - k. Warrant Number 13 – Fund TA – 7/26/17 – 4 pages
      - l. Warrant Number 14 – Fund TA – 6/20/17 – 3 pages
      - m. Warrant Number 15 – Fund TA – 7/26/17 – 1 page
      - n. Warrant Number 6 – Fund HBUS – 7/26/17 – 1 page
      - o. Warrant Number 21 – Fund FA17 – 6/9/17 – 2 pages
      - p. Warrant Number 22 – Fund FA17 – 6/23/17 – 1 page
      - q. Warrant Number 23 – Fund FA17 – 7/11/17 – 1 page

4. Treasurer's Report dated July 31, 2017
  5. Detail Warrants
    - a. Warrant Number 2 – Fund A – 7/1/17 – 4 pages
    - b. Warrant Number 3 – Fund A – 8/10/17 – 1 page
    - c. Warrant Number 4 – Fund A – 7/26/17 – 4 pages
    - d. Warrant Number 5 – Fund A – 7/26/17 – 2 pages
    - e. Warrant Number 1 – Fund TA – 8/10/17 – 2 pages
    - f. Warrant Number 1 – Fund HBUS – 8/10/17 – 1 page
    - g. Warrant Number 1 – Fund FA17 – 7/26/17 – 1 page
  6. Financial Status Report
  7. Approval to void outstanding/outdated checks
- b. Superintendent – Information Items
    1. 2018-19 Budget Development Calendar
    2. Long Range Projections
  - c. Superintendent – Approval Items
    1. Non Resident Student
      - a. Student entering grade 11
    2. Approval of FFA Overnight Trip to National FFA Convention October 24-29, 2017
    3. Approval of Overnight Trip for Band/Chorus trip to Quebec City April 20-21, 2018
    - 4.
    5. Acceptance of Audit Results as presented at Audit Committee Meeting
    6. Approval to abolish .6 Spanish and .4 ESL Teacher position
    7. Approval to create full time Spanish Teacher position
- VI. Policy
- a. Second Reading of Policy # 5302 entitled “School Food Service Program and Meal Charge Policy”
  - b. Second Reading of Draft Policy entitled “Tobacco, Nicotine and E-Cigarette Use Prohibited”
- VII. Old Business
- VIII. New Business
- a. Personnel
    1. Appointments
      - a. Emily Dodd – Probationary Biology Teacher effective 9/5/17 – 9/5/20 with Permanent Certification in Chemistry 7-12 at M5, Step 12, with a Masters and CAS at \$55,985 per year
      - b. Chad Putney – Probationary Spanish Teacher effective 9/5/17 – 9/5/20 with Professional Certificate Spanish Grades 5-12 at M6, Step 9, with a Masters and CAS, \$53,499
    2. Leave Request
      - a. Betsy Lopata – Unpaid Leave for half day on September 22, 2017
  - c. Principal Reports
- IX. Correspondence
- a. Richard Englebrecht's monthly BOCES newsletter for September 2017
- X. Adjournment

**DRAFT**

The Regular Meeting of the Board of Education of Madison Central School was held on August 15, 2017 at 6:30 am in the library.

**MEMBERS PRESENT:** Ms. Beverly Biedermann  
Mr. Stephen Dodge  
Mr. William Langbein  
Mr. Jona Snyder  
Mrs. Stephanie Tanner  
Mr. Steven Yancey

**MEMBERS ABSENT:** Mrs. Mary Bartlett-Linden

**OTHERS PRESENT:** Mr. Michael Davis, Superintendent  
Mr. Larry Nichols, Building Principal  
Mrs. Melanie Brouillette, Treasurer  
Ms. Tracey Lewis, District Clerk  
Additional attendees in audience

- I. Call to Order
  - a. Mr. Yancey, president, called the meeting to order at 6:32 pm.
- II. Agenda Additions
- III. Consent Agenda
  - a. Approval of Agenda for This Meeting

**MOTION # 1 – APPROVAL OF AGENDA**

ON THE MOTION of Mr. Snyder, seconded by Ms. Biedermann, the board moved to approve the agenda for this meeting. Motion carried 6 yes, 0 no.

- b. Approval of Minutes
  1. July 11, 2017 Reorganizational Meeting Minutes
  2. July 11, 2017 Regular Meeting Minutes

**MOTION # 2 – APPROVAL OF MINUTES**

ON THE MOTION of Mr. Snyder, seconded by Ms. Biedermann, the board moved to approve the minutes from the July 11, 2017 Reorganizational Meeting and the July 11, 2017 Regular Meeting. Motion carried 6 yes, 0 no.

- IV. Public Forum
  - a. None
- V. Reports
  - a. Treasurer
    1. Approval of Internal Claims Auditor Report

**MOTION # 3 – APPROVAL OF INTERNAL CLAIMS AUDITOR REPORT**

ON THE MOTION of Ms. Biedermann, seconded by Mrs. Tanner, the board moved to approve the Internal Claims Auditor Report. Motion carried 6 yes, 0 no.

2. Approval of Internal Transfers

**MOTION # 4 – APPROVAL OF INTERNAL TRANSFERS**

ON THE MOTION of Ms. Biedermann, seconded by Mr. Snyder, the board moved to approve the Internal Transfers. Motion carried 6 yes, 0 no.

b. Superintendent – Information Items

1. The board discussed the options and requirements for enrollment in the MCS PreK program. After much discussion the board agreed upon guidelines for acceptance. The program would remain capped at 36 students. First priority would be given to all resident students first. If there are still spaces available, staff members children would be considered next and the applications would be accepted based on the applications that were received first (dated stamped). If space still remains in the program, non-resident tuition based students would then be considered, again based on a date stamped application, to fill any remaining seats.

**MOTION # 5 – APPROVAL OF PRE-K ACCEPTANCE GUIDELINES**

ON THE MOTION of Ms. Biedermann, seconded by Mr. Snyder, the board moved to approve the guidelines for Pre-K enrollment as agreed upon above. Motion carried 6 yes, 0 no.

2. The board reviewed the option for Legal Ads and the pricing.
3. Notice of the “Board of Education Self Evaluation Models for Board Development & Improvement” Workshop was given.
4. Notice of the SBI Calendar of Meetings was provided.
5. A reminder was given for the Board Retreat which is scheduled for August 21, 2017 from 6-9 pm at the Madison Methodist Church.
6. Mr. Davis discussed with the board that Graduation Procedures should start to be discussed and defined for future graduation ceremonies or celebrations.
7. Notice of the “The Impact of Poverty on your Students & your School Community” to be held September 16, 2017 was provided.
8. Notice of the Bus Transportation to NYSSBA Convention in Lake Placid was shared with the board.

c. Superintendent – Approval Items

1. Mr. Davis reviewed the Building Project Bids and which bids were accepted under his authority.
2. Approval of Tax Levy in the amount of \$3,220,000

**MOTION # 6 – APPROVAL OF TAX LEVY IN THE AMOUNT OF \$3,220,000**

ON THE MOTION of Mr. Snyder, seconded by Mrs. Tanner, the board moved to approve the Tax Levy of \$3,220,000 for the 2017-18 school year. Motion carried 6 yes, 0 no.

3. Approval for Mr. Davis to attend the NYSCOSS Conference September 23-26, 2017
4. Approval of Mr. Davis to attend the New York Council of School Superintendent Summit March 3-6, 2018

**MOTION # 7 – APPROVAL OF CONFERENCE ATTENDANCE FOR MR. DAVIS**

ON THE MOTION of Mr. Snyder, seconded by Ms. Biedermann, the board moved to approve the attendance of Mr. Davis in the Fall and Winter NYSCOSS conferences to be held September 23-26, 2017 and March 3-6, 2018. Motion carried 6 yes, 0 no.

5. Acceptance of Auction International Bid Results

**MOTION # 8 – ACCEPTANCE OF THE AUCTION INTERNATIONAL BID RESULTS**

ON THE MOTION of Mr. Snyder, seconded by Mrs. Tanner, the board moved to approve the Auctions International Bid Results for the two buses. Motion carried 6 yes, 0 no.

6. Approval of Non-Resident Students for 2017-18
  - a. Student entering grade 4
  - b. Student entering grade 6
  - c. Student entering grade 7
  - d. Student entering grade 11

**MOTION # 9 – APPROVAL OF NON-RESIDENT STUDENTS FOR 2017-18**

ON THE MOTION of Ms. Biedermann, seconded by Mrs. Tanner, the board moved to approve four additional Non-Resident students for the 2017-18 school year entering grades 4, 6, 7, and 11. Motion carried 6 yes, 0 no.

- VI. Policy
  - a. The first Reading of Policy # 5302 entitled “School Food Service Program and Meal Charge Policy” was done at this time.
  - b. The first Reading of Draft Policy entitled “Tobacco, Nicotine and E-Cigarette Use Prohibited” was done at this time.
- VII. Old Business
  - a. None
- VIII. New Business
  - a. Personnel
    1. Resignations
      - a. Amanda Tomaino – Special Education Teacher effective 9/1/17
      - b. Mark Bankowski – Science Teacher effective 8/31/17

**MOTION # 10 – ACCEPTANCE OF RESIGNATIONS**

ON THE MOTION of Mr. Dodge, seconded by Mr. Snyder, the board accepted, with regrets, the resignations of Amanda Tomaino as a Special Education Teacher effective 9/1/17 and Mark Bankowski as a Science Teacher effective 8/31/17. Motion carried 6 yes, 0 no.

2. Appointments
  - a. Elijah Hafelin – Substitute Bus Driver pending completion of all required documentation effective 8/15/17
  - b. Chad Billings – Substitute Bus Driver pending completion of all required documentation effective 8/15/17

**MOTION # 11 – APPROVAL OF SUBSTITUTE BUS DRIVERS**

ON THE MOTION of Mr. Snyder, seconded by Mr. Dodge, the board moved to approve Elijah Hafelin and Chad Billings as substitute bus drivers effective 8/15/17 pending completion of all necessary requirements. Motion carried 6 yes, 0 no.

3. Volunteers to Athletic Programs
  - a. Rick Peckham – Boys Soccer and Boys Basketball
  - b. Spencer Staring – Girls Soccer

**MOTION # 12 – APPROVAL OF ATHLETIC PROGRAM VOLUNTEERS**

ON THE MOTION of Mr. Snyder, seconded by Mrs. Tanner, the board moved to approve Rick Peckham as a volunteer to the Boys Soccer and Boys Basketball programs and Spencer Staring as a volunteer to the Girls Soccer program. Motion carried 6 yes, 0 no.

4. Coaching Appointments
  - a. Boys Varsity Soccer – Michael Strong
  - b. Girls Varsity Soccer – Herb Bingel
  - c. Boys Modified Basketball – Tariq Shah
  - d. Boys JV Basketball - Michael Strong
  - e. Boys Varsity Basketball – Dan Mitchell
  - f. Girls JV Basketball – Spencer Staring
  - g. Cheerleading - TBD
  - h. Boys Modified Baseball - TDB
  - i. Girls Varsity Softball – TBD

**MOTION # 13 – APPROVAL OF COACHING APPOINTMENTS**

ON THE MOTION of Ms. Biedermann, seconded by Mrs. Tanner, the board moved to approve coaching appointments lettered a through f as listed above. Motion carried 6 yes, 0 no.

- IX. Correspondence
  - a. A thank you note from the family of Mary Jane Turner was shared.
  - b. Richard Engelbrecht’s monthly BOCES newsletter for August 2017 was provided.
  - c. An online article entitled “The Haven at Skanda summer program for kids” was shared.
- X. Executive Session and appoint temporary District Clerk

**MOTION # 14 – ENTER EXECUTIVE SESSION AND APPOINT TEMPORARY CLERK**

ON THE MOTION of Mr. Snyder, seconded by Mrs. Tanner, the board moved to enter into Executive Session at 7:08 pm with Ms. Biedermann acting as temporary district clerk to to discuss Collective negotiations pursuant to Article 14 of the Civil Service Law i.e., the Taylor Law and to discuss the medical, financial, credit or **employment history** of a particular person or corporation or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Mrs. Brouillette was invited to attend a portion of Executive Session. Motion carried 6 yes, 0 no.

Mrs. Brouillette left Executive Session at 7:20 pm.

- XI. Adjourn Executive Session

**MOTION # 15 – ADJOURN EXECUTIVE SESSION**

ON THE MOTION of Mr. Snyder, seconded by Mrs. Tanner, the board moved to adjourn Executive Session at 7:59 pm. Motion carried 6 yes, 0 no.


- XII. Adjournment

**MOTION # 16 – ADJOURNMENT**

ON THE MOTION of Mr. Snyder, seconded by Mrs. Tanner, the board moved to adjourn for the evening at 8:00 pm. Motion carried 6 yes, 0 no.

Internal Claims Auditor Report

<u>Warrant Number</u>	<u>Warrant Date</u>	<u>Check # Sequence</u>	<u>Fund</u>	<u>Date of ICA Review</u>	<u>Amount of Warrant</u>	<u>Internal Claims Auditor Findings</u>
2	8/18/2017	2968	FA17	9/5/2017	\$ 45.26	Good
9	8/18/2017	18897-18917	A	9/5/2017	\$ 25,492.30	Good
47	6/13/2017	17941	A	9/5/2017	\$ 12.00	Good
6	6/20/2017	1083	HBUS	9/5/2017	\$ 142.20	Good
15	6/21/2017	5868-5869	TA	9/5/2017	\$ 105.00	Good
13	6/8/2017	1474-1485; 6207-6217; 6238	TA	9/5/2017	\$ 466,342.49	Good
3	9/5/2017	2969	FA17	9/8/2017	\$ 138.77	Good
2	9/5/2017	3574-3575	C	9/8/2017	\$ 3,309.26	Good
10	9/5/2017	18918-18948	A	9/8/2017	\$ 26,332.35	Good
3	7/10/2017	17942	A	9/12/2017	\$ 15.00	Good
1	7/6/2017	1486-1494; 6249-6251	TA	9/12/2017	\$ 193,799.05	Good
1	7/18/2017	1084-1088	HBUS	9/12/2017	\$ 129,668.63	Good

  
 Jessica L. Clark - Internal Claims Auditor  
 9/12/17

Expenditures

MAJOR BUDGET CATEGORIES	End Of Year 2016-2017	Adjusted Budget 2017-2018	Expected Fund Balance 6/30/2018
Board Of Education	9,619	8,318	2,050
Central Administration	156,323	162,965	3,279
Finance	174,259	182,817	11,099
Staff	36,808	41,430	-
Central Services	568,732	602,831	272,665
Special Items	125,903	123,829	37,207
GENERAL SUPPORT	1,071,644	1,122,190	326,300
Instruction, Admin. & Improv.	222,628	234,633	35,574
Teaching-Regular School	2,006,535	2,079,083	1,028,652
Special Programs	1,224,804	1,195,411	473,656
Occupational Education	283,923	326,768	94,515
Teaching-Special Schools	193,240	177,172	57,474
Instructional Media	176,514	163,316	99,374
Pupil Services	304,436	308,990	260,496
INSTRUCTION	4,412,080	4,485,373	2,049,741
PUPIL TRANSPORTATION	675,620	544,832	235,152
COMMUNITY SERVICE	-	-	-
Employee Benefits	2,467,275	3,059,700	2,721,384
Debt Service	937,142	1,005,878	130,121
Interfund Trx	302,603	-	(109,410)
UNDISTRIBUTED	3,707,020	4,065,578	2,742,095
TOTAL GENERAL FUND	9,866,366	10,217,973	5,353,289 #2

#1 = Budget approval of \$10,083,581 + carry over purchase orders of \$134,392.60 from 2016-2017 school year (encumbrance)

#2 = Not all salaries and debt service are encumbered  
Madison Central School District



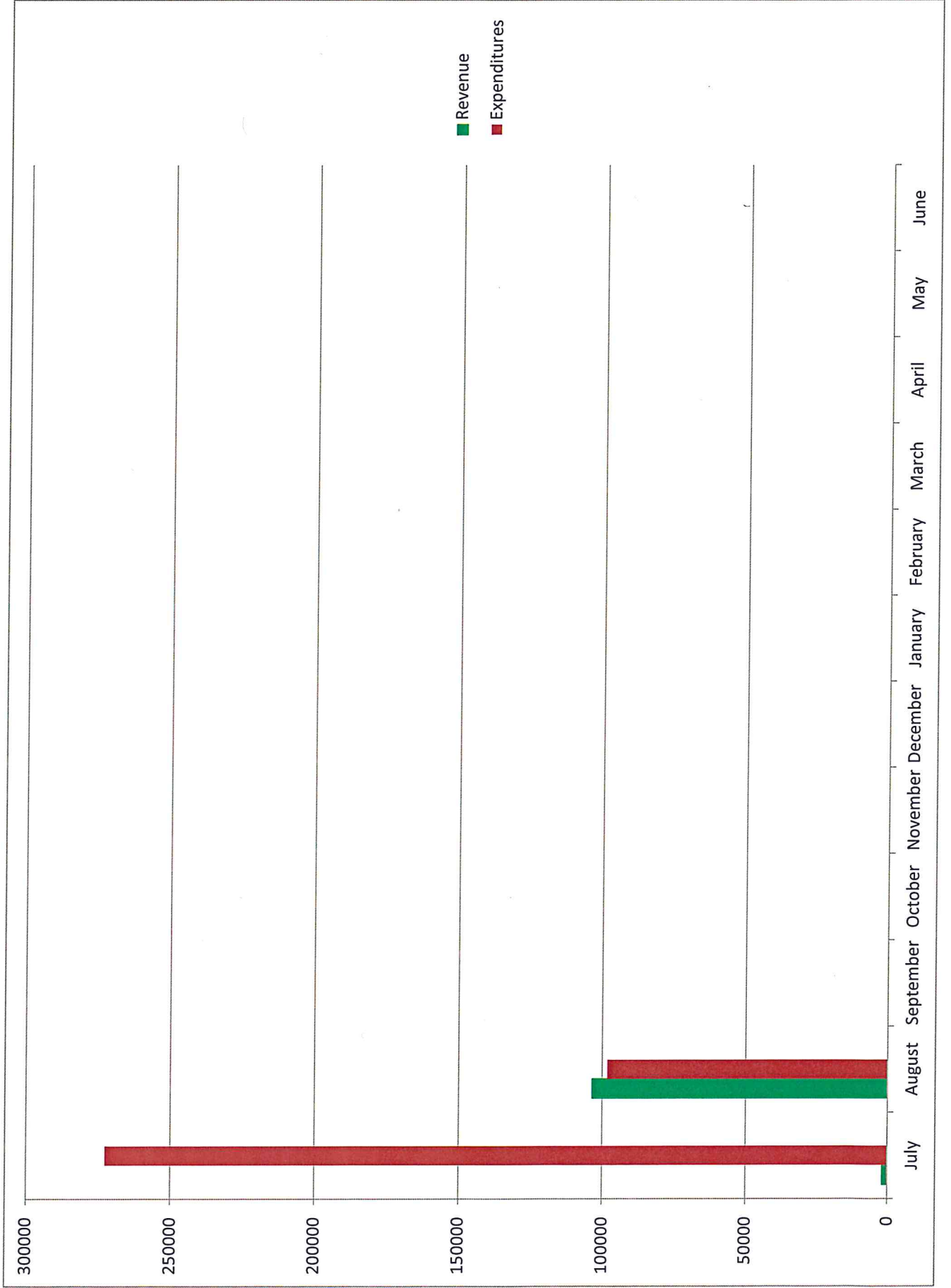
Madison Central School  
2017-2018  
Revenues Anticipated

9/13/2017

	Estimated Revenues 2017-2018	Received To date	(Shortfall) Overage To date	
1001	Real Property Taxes	2,619,000.00	-	(2,619,000.00)
1083	E-ON - Windmills	83,000.00	-	(83,000.00)
1085	STAR Reimbursement	601,000.00	-	(601,000.00)
1090	Interest and Penalties	3,800.00	-	(3,800.00)
1311	Tuition From Individuals	2,000.00	550.00	(1,450.00)
1335	Other Student fees	-	3,161.81	3,161.81
1410	Admissions	-	-	-
2230	Tuition Other Districts	23,000.00	37,059.92	14,059.92
2401	Interest and Earnings	3,000.00	33.42	(2,966.58)
2401.001	Interest- Capital Reserve	-	-	-
2401.002	Interest - Unemployment Reserve	-	3.34	3.34
2401.003	Interest - NYSERS Reserve	-	8.96	
2401.004	Interest - Liability Reserve	-	54.85	
2401.005	Interest - Tax Cert	-	11.42	
2401.006	Interest - EBALR Reserve	-	86.74	
2650	Sale of Scrap & Exess Materials	-	-	-
2666	Sale of Trans Equipment	-	-	-
2680	Insurance Recoveries	-	-	-
2690	Comp for Loss	-	20.68	20.68
2700	Medicare Part D	25,000.00	14,810.00	(10,190.00)
2701	Refunds of Prior year BOCES	32,000.00	-	(32,000.00)
2702	Refund of Transportation	-	-	-
2703	Refund Prior Year - Misc	-	18.20	18.20
2705	Gifts and Donations	-	2,096.18	2,096.18
2725	VLT / Tribal Compact	-	-	-
2770	Unclassified Revenues	4,000.00	-	(4,000.00)
2770.002	Prior Year E-Rate Refund	3,000.00	-	(3,000.00)
2801	Interfund Revenues	-	2,422.40	2,422.40
2801.862	Liability Reserv	-	-	-
2801.864	Tax Certiorari Reserve	90,000.00	-	(90,000.00)
3101	NYS - General Aid	4,031,525.00	-	(4,031,525.00)
3101.001	NYS - Excess Cost Aid	675,000.00	21,579.06	(653,420.94)
3101.002	NYS - Medicaid Aid	-	21,579.06	
3102	Lottery Aid	493,241.00	-	(493,241.00)
3102.001	VLT Lottery Aid	320,000.00	-	(320,000.00)
3102.002	COG GRNT - Commercial Gam	-	-	-
3103	BOCES Aid	590,176.00	-	(590,176.00)
3260	Textbook Aid	25,261.00	-	(25,261.00)
3262	Computer Software Aid	6,206.00	-	(6,206.00)
3262.001	Computer Hardware Aid	9,766.00	-	(9,766.00)
3263	Library Aid	3,250.00	-	(3,250.00)
3289	Other State Aid	-	-	-
4601	Medicaid Assistance	-	-	-
5031	Interfund Transfers	-	-	-
5050	Interfund Transfers Debt Service	225,000.00	-	(225,000.00)
	Carry over p.o. funds	134,392.60	-	(134,392.60)
	Designated Fund Balance	150,000.00	-	(150,000.00)
	Undesignated Fund Balance	-	-	-
		<u>10,152,617.60</u>	103,496.04	(9,920,862.59)
				#1

#1 - Funds not received as of date.

Received to date revenues	\$	103,496.04
Anticipated Expenditures to date	\$	<u>8,671,558.48</u>
Difference between expended to date and received to date revenues		(8,568,062.44)



**Madison Central School  
2018-2019 Budget Development Calendar**

September 19, 2017		Present 2018-2019 budget calendar to Board of Education for adoption
December 12, 2017		Administration discussion on Special Ed student placements
January 4, 2018	BC	Budget Committee - basic discussion and review bus purchases
January 9, 2018		Administration discussion on 2017-2018 expenditures
January 9, 2018		Budget requisitions distributed to staff
January 10-12, 2018		Superintendent meetings with Administration and Supervisors regarding their proposed budgets
January 16, 2018	R	Regular Board of Education Meeting - Review of recommendations for bus purch, buildings and grounds. Also discuss Health Ins, TRS, ERS
January 30, 2018		Budget requisitions returned to principal
February 13, 2018		Budget descussion with principals and superintendent
February 13, 2018	R	Regular Board of Education Meeting - Review of a Draft Budget - Preliminary discussion of Revenue, Expenses, and Potential Tax Implications Anticipate Prgarm and Staffing Needs Bus purchases and building and grounds presented to the board.
February 14, 2018		Principals and Supervisors return budget proposals to the Superintendent (Includes supplies, materials and textbooks)
February 15, 2018	BC	Budget Committee - Recommendations on instructional and BOCES needs
March 1, 2018		Submit 2018-2019 calculation for tax levy limit to Office of the State Comptroller, Tax and Finance and SED.
March 6, 2018	BW	Board of Education Budget Workshop Meeting Budget discussion - Adminstrative Budget Recommendations based on need and taxing parameters
March 20, 2018	R	Regular Board of Education Meeting Budget discussion
March 28, 2018	BC	Budget Committee - prepare final budget for BOE
March 29, 2017		Publication of Legal Notice (1 of 4) 45 days before vote - Voting Dates, Petition for interested Board Members are available

April 3, 2018	BW	Board of Education Budget Workshop Meeting Board to approve 2018-19 budget
April 12, 2018		Publication of Legal Notice (2 of 4)
April 16, 2017		Last day for submittal for propositions and Board seats to be placed on ballot - 4 PM -30 days before election Last day for 2017-18 budget approval by Board of Education Regular Board of Education meeting Board of Education vote regarding BOCES Capital and Administrative Budget
April 17, 2018		Board of Education BOCES Vote
April 22, 2018		Last day for 2017-2018 budget approval by the Board of Education
April 23, 2018		Property Tax Report Card must be submitted to SED and local newspapers
April 24, 2018		Budget Statement and required attachments available in District Office
May 4, 2018		Mail Budget Newsletter Publication of Legal Notice (3 of 4)
May 8, 2018		Budget Hearing 7:00 pm Budget statement and info 7 prior to budget vote.
May 13, 2018		Publication of Legal Notice (4 of 4)
May 15, 2018		Annual Election for Board of Education members and voting on the 2018-2019 Annual Budget 12:00 Noon to 8:00 P.M. Board of Education Regular Meeting Board of Education Accepts the Election Budget vote results
June 12, 2018		Last date to file with the District Clerk and Commissioner of Education final sworn statement of campaign contributions by candidates for membership on BOE and Library Board.
June 19, 2018		Statewide budget revote day

**Madison Central School  
Long Range Projections**

**Anticipated Expenditures**

<u>Major Budget Categories</u>	C/Y 17-18	2018-2019	2019-2020
<i>Instructional Salaries</i>	\$ 2,772,447	\$ 2,935,960	\$ 3,024,039
<i>Assumptions</i>		3%	2.5%
<i>Support Salaries</i>	\$ 779,103	\$ 798,581	\$ 822,538
<i>Assumptions</i>		3.8%	3.25%
<i>Equipment</i>	\$ 29,834	\$ 29,834	\$ 29,834
<i>Assumptions</i>		0%	0%
<i>Supplies &amp; Materials</i>	\$ 326,095	\$ 326,095	\$ 326,095
<i>Assumptions</i>		0%	0%
<i>Contractual Services</i>	\$ 153,828	\$ 155,366	\$ 156,920
<i>Transportation Contract. Ser.</i>	\$ 110,000	\$ 111,100	\$ 112,211
<i>Assumptions</i>		1%	1%
<i>BOCES Services</i>	\$ 1,686,871	\$ 1,729,043	\$ 1,772,269
<i>Assumptions</i>		2.5%	2.5%
<i>Utilities &amp; Fuel</i>	\$ 159,825	\$ 161,423	\$ 163,037
<i>Assumptions</i>		1%	1%
<b>Benefits</b>			
<i>Un-employment/W.C.</i>	\$ 23,250	\$ 23,715	\$ 24,189
<i>Assumptions</i>		2%	2%
<i>Social Security</i>	\$ 301,680	\$ 285,692	\$ 294,263
<i>TRS</i>	\$ 590,631	\$ 484,433	\$ 362,885
<i>Assumptions</i>		10.0%	10%
<i>ERS</i>	\$ 116,660	\$ 123,780	\$ 131,606
<i>Assumptions</i>		15.5%	16%
<i>Health/Dental/Vision-Active</i>	\$ 2,027,479	\$ 2,149,128	\$ 2,278,075
<i>Assumptions</i>		6%	6%
<i>Debt Service - Bus &amp; RAN Int.</i>	\$ 70,560	48901	48901
<i>Debt Service - Building</i>	\$ 935,318	937142	938917
<i>Debt Service (Princ. &amp; Int.)</i>	\$ 1,005,878	\$ 986,043	\$ 987,818
<i>Assumptions</i>			
<i>Interfund Transfers</i>	\$ -	\$ -	\$ -
<b>TOTAL BUDGET EXPEND.</b>	<b>\$ 10,083,581</b>	<b>\$ 10,300,194</b>	<b>\$ 10,485,781</b>

<b>Major Budget Revenues</b>	<b>C/Y 17-18</b>	<b>2018-2019</b>	<b>2019-2020</b>
<b>State Aid</b>			
Foundation & High Cost	\$ 4,149,474	\$ 4,190,969	\$ 4,274,788
BOCES	\$ 590,176	\$ 625,000	\$ 682,041
Instructional Materials	\$ 44,483	\$ 49,950	\$ 51,222
Transportation	\$ 473,431	\$ 495,841	\$ 500,799.41
Building Aid	\$ 896,861	\$ 896,861	\$ 896,861
<b>Sub-Total State Aid</b>	<b>\$ 6,154,425</b>	<b>\$ 6,258,621</b>	<b>\$ 6,405,712</b>
<b>PILOTS- Windmills</b>	<b>\$ 83,000</b>	<b>\$ 83,000</b>	<b>\$ 83,830</b>
<b>Medicaid &amp; Medicare Part D</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>
<b>Local Revenues</b>	<b>\$ 70,800</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>
<b>Reserves</b>			
EBALR	\$ -		\$ 30,000
Liability	\$ -	\$ 42,800	\$ 75,000
Tax Certiorari	\$ 90,000		
TRS	\$ -	\$ 135	\$ -
Unemployment		\$ 99,865	\$ 50,000
Debt Service Fund Transfer	\$ 225,000	\$ 225,000	\$ 225,000
<b>Fund Balance -Unappropriated</b>	<b>\$ 65,356</b>		
<b>Fund Balance- Designated</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>
<b>TOTAL REVENUES</b>	<b>\$ 6,863,581</b>	<b>\$ 7,034,420</b>	<b>\$ 7,194,542</b>
<b>Estimated Tax Levy</b>	<b>\$ 3,220,000</b>	<b>\$ 3,265,774</b>	<b>\$ 3,291,239</b>
<b>Estimated Levy Change</b>		<b>1%</b>	<b>1%</b>
		<u>Balance on</u>	<u>6/30/2019</u>
Reserves as of 6/30/2017		<u>6/30/2018</u>	
Unemployment Insurance	196,832.04	196,832.04	96,967.04
ERS	70,756.08	70,756.08	75420.00
TRS	-	-	
Liability	432,949.22	432,949.22	390,149.22
Tax Certiorari	90,134.74	134.74	0
EBALR	684,644.52	684,644.52	684644.52
Capital Reserve	-	-	
Appropriated Fund Balance	150,000.00	150,000.00	150000
	<b>1,625,316.60</b>	<b>1,535,316.60</b>	<b>1,397,180.78</b>

2020-2021	2021-2022	2022-2023
\$ 3,114,760 2.5%	\$ 3,208,203 2.5%	\$ 3,304,449 2.5%
\$ 847,214 3.25%	\$ 872,631 3.0%	\$ 898,809 2.5%
\$ 29,834 0%	\$ 29,834 0%	\$ 29,834 0%
\$ 326,095 0%	\$ 326,095 0%	\$ 326,095 0%
\$ 158,489	\$ 160,074	\$ 161,675
\$ 113,333 1%	\$ 114,466 1%	\$ 115,611 1%
\$ 1,816,576 2.5%	\$ 1,861,990 2.5%	\$ 1,908,540 2.5%
\$ 164,668 1%	\$ 166,315 1%	\$ 167,978 1%
\$ 24,673 2%	\$ 25,167 2%	\$ 25,670 2%
\$ 303,091	\$ 312,184	\$ 321,549
\$ 373,771 10%	\$ 384,984 10%	\$ 396,534 10%
\$ 135,554 16%	\$ 139,621 16%	\$ 143,810 16%
\$ 2,414,760 6%	\$ 2,559,646 6%	\$ 2,713,224 6%
48901	48901	48901
290030	290498	290623
\$ 338,931	\$ 339,399	\$ 339,524
\$ -	\$ -	\$ -
<b><u>\$ 10,161,750</u></b>	<b><u>\$ 10,500,608</u></b>	<b><u>\$ 10,853,302</u></b>

**2020-2021****2021-2022****2022-2023**

\$	4,317,536	\$	4,360,711	\$	4,404,318
\$	682,041	\$	682,041	\$	682,041
\$	51,222	\$	51,222	\$	51,222
\$	505,807.40	\$	510,865.48	\$	515,974.13

\$	896,861	\$	896,861	\$	896,861
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\$	<b>6,453,467</b>	\$	<b>6,501,701</b>	\$	<b>6,550,417</b>
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\$	84,668	\$	64,668	\$	65,315
----	--------	----	--------	----	--------

\$	5,000	\$	5,000	\$	5,000
----	-------	----	-------	----	-------

\$	150,000	\$	150,000	\$	150,000
----	---------	----	---------	----	---------

\$	-	\$	30,000	\$	30,000
----	---	----	--------	----	--------

\$	-	\$	75,000	\$	75,000
----	---	----	--------	----	--------

\$	-	\$	-	\$	-
----	---	----	---	----	---

\$	-	\$	-	\$	-
----	---	----	---	----	---

\$	-	\$	46,967		
----	---	----	--------	--	--

\$	-	\$	74,686		
----	---	----	--------	--	--

\$	150,000	\$	150,000	\$	150,000
----	---------	----	---------	----	---------

\$	6,843,136	\$	7,098,022	\$	7,025,732
----	-----------	----	-----------	----	-----------

\$	3,318,615	\$	3,402,586	\$	3,827,571
	1%		3%		12%

6/30/2020

46,967.04  
75420

315,149.22  
0

\$ 654,645

150000

1,242,180.78

6/30/2021

46,967.04  
75420

315149.22

654645

150000

1,242,181.26

6/30/2022

-  
75420

\$ 240,149  
0

\$ 624,645

150000

1,090,214.22



# Extra-Classroom Activity Overnight Trip Approval Form

## MUST BE APPROVED BY THE BOARD OF EDUCATION

Activity: National FFA Convention

Date of Trip: 10/24/2017 – 10/29/2017

Trip Destination: Indianapolis, IN  
(attach touring company proposal – need amounts and dates payments are due)

**Trip Description and Events Attending While on Trip:**

10/24/17 – Lynwood Kennels – tour stop on way to Indianapolis  
10/24/17 – King Dairy – tour stop on way to Indianapolis  
10/25/17 – Conner Prairie Interactive Park  
10/25/17 - National FFA Convention Opening Session 1 – Speaker Laila Ali  
10/25/17 – National FFA Convention Concert @ Lucas Oil Stadium  
10/26/17 – National FFA Convention, Indianapolis, IN  
10/26/17 – National FFA Convention Rodeo @ Indianapolis State Fair  
10/27/17 – National FFA Convention Session 4 – Retiring address Ashley Willits  
10/28/17 – Tour stop TBA  
10/28/17 – National FFA Convention – Final Session and return to New York

Number of Students Attending: 6

Expected Cost Per Student: \$500.00

Chaperones: 1 – Paul Perry

Expected Cost Per Chaperone: \$600.00

Expected Out of Pocket Expenses Per Student: \$50.00

Expected Out of Pocket Expenses Per Chaperone: \$50.00

Fundraising Activities Planned and Expected Revenue from each Fundraiser:

Students have already raised money that will be used for this trip into their “FFA Thrift” accounts by: commission on prior year fruit sales, parking cars during antique week and selling ice cream sandwiches and water during antique week. Since this is an annual trip, many students plan on the trip and budget/ fundraise for it during the year.

\*\* note: COI from tour bus company – Wade Tours has been requested and will be

provided. Charter bus driver’s abstracts from tour bus company will also be provided

Board of Education Approval Date: \_\_\_\_\_

Superintendent: \_\_\_\_\_

# Extra-Classroom Activity Overnight Trip Approval Form

**MUST BE APPROVED BY THE BOARD OF EDUCATION**

Activity: Band/Chorus Trip  
Date of Trip: April, 20-21  
Trip Destination: Quebec City (attach touring company proposal – need amounts and dates payments are due)

Trip Description and Events Attending While on Trip: Old Quebec Cruise, Notre Dame, Government buildings  
We will be busy until we return  
Point of City, Museum

Number of Students Attending: 40

Expected Cost Per Student: ~~\$250~~ \$400

Chaperones: 6-8

Expected Cost Per Chaperone: \$350-\$400

Expected Out of Pocket Expenses Per Student: Depend on Student + Fundraising

Expected Out of Pocket Expenses Per Chaperone: \_\_\_\_\_

Fundraising Activities Planned and Expected Revenue from each Fundraiser:

Frozen Food, Auction -  
Candy, Easter Candy.

OK @  
9/13/17

Board of Education Approval Date: \_\_\_\_\_

Superintendent: \_\_\_\_\_

SUPPORT OPERATIONS

SCHOOL FOOD SERVICE PROGRAM AND MEAL CHARGE POLICY

- I. ~~The Madison Central School District participates in Child Nutrition Programs and therefore adopts this meal charge policy to ensure consistency in its practices with respect to student meal charges.~~
- II. ~~Students may charge meals in accordance with the following rules:~~
  - A. ~~Students may charge complete meals only.~~
  - B. ~~At any given time, students may have no more than a total of fifteen (15) outstanding charges. When a student exceeds this limit, he/she will be offered an alternative meal consisting of peanut butter and jelly sandwich and milk for breakfast and peanut butter and jelly sandwich and milk for lunch.~~
  - C. ~~All students will be provided with meal charge opportunities pursuant to this policy, regardless of whether they receive full price, reduced price or free meals.~~
- III. ~~The District uses the Win Snap system for identifying and recording meal charges.~~
- IV. ~~The District uses the Win Snap system for collecting repayments.~~
- V. ~~Charged meals shall be counted and claimed for reimbursement on the day the student charged (received) the meal, not the day the charge is paid back. When charges are paid, the money received will not be considered an “a la carte” transaction.~~
- VI. ~~The District is committed to ensuring that federal reimbursements, children’s payments and other non-designated nonprofit food service revenues do not subsidize meals for adults. The District therefore adheres strictly to a “no charge” meal purchase policy for adults. Adults must pay for school meals in advance of or at the time of their receipt of the school meal.~~
- VII. ~~The District will communicate this policy to parents and students through the newsletter, handbook and web page.~~

**ALL NEW**

- I. Statement of Policy
  - A. The District participates in the USDA Child Nutrition Programs including the National School Lunch Program (NSLP) and School Breakfast Program (SBP) and to operate the District’s program within the requirements of the federal and state regulations and guidelines applicable to the programs.

## POLICY

Draft 7/24/17  
5302

### SUPPORT OPERATIONS

#### SCHOOL FOOD SERVICE PROGRAM AND MEAL CHARGE POLICY

- B. To extend the benefit of the program to all eligible students, the District will communicate to families the eligibility for free and reduced meals, the procedures for applying and the district's policies and procedures regarding meal charges set forth in this Policy.
- C. The District's food service program shall be managed so that the nonprofit school food service account does not operate at a deficit, and so that subsidies from the general fund are limited.

#### II. Eligibility for Free and Reduced Meals

- A. At the beginning of each year, information letters shall be sent to households of children attending the school to inform families about the Child Nutrition Programs and that free or reduced price meals or free milk may be available to children.
- B. The letters may be distributed by the mail, e-mailed to the parent or guardian, or included in information packets provided to students.
- C. A household may apply for benefits at any time during the school year.
- D. Only one application is required for all children in the household.
- E. No application is necessary if the household was notified by the District that all children have been directly certified. If the household is not sure if their children have been directly certified, they should contact the School Lunch Director.

#### III. Meal Payments and Deferred Payments (Meal Charge)

- A. Students may charge meals in accordance with the following rules:
  - 1. Students will pay for meals at the school's published meal rate each day. Families are expected to maintain funds in accounts to minimize the possibility that a child may be without meal money on any given day. If a student is without meal money on a consistent basis, the administration will investigate the situation and take further action as needed. If financial hardship exists, parents/guardians will be encouraged to apply for free or reduced price lunches.
  - 2. Students may charge complete meals only.

## SUPPORT OPERATIONS

SCHOOL FOOD SERVICE PROGRAM AND MEAL CHARGE POLICY

3. All students will be provided with meal charge opportunities pursuant to this policy, regardless of whether they receive full price, reduced price, or free meals.
  4. A student will be allowed to charge a maximum of 15 meals to their account after the balance on their meal card or MySchoolBucks is exhausted. The charge meals offered to students during this grace period will be a reimbursable meal that is available to all students (or allergy specific alternate).
  5. A student with an unpaid balance 15 meals will receive a reimbursable alternate meal (or allergy specific alternate) until their account balance has been paid in full.
  6. No student with a negative meal card or MySchoolBucks account balance will be allowed to purchase any a la carte items, including snacks, extras, or drinks other than milk.
- B. The District is committed to ensuring that federal reimbursements, children's payments and other non-designated nonprofit food service revenues do not subsidize meals for adults. The District therefore adheres to a "no charge" meal purchase policy for adults.
- IV. Communication of Policy to Families, Students, and Staff
- A. The District will communicate this policy to parents/guardians in writing at the start of each school year and upon enrollment during the school year through the student handbook, newsletter, and website.
  - B. The District will provide this policy to all school staff responsible for enforcement, including but not limited to, school food service professionals for collecting payment for meals at the point of service, staff involved in notifying families of low or negative balances, school social workers, school nurses, the homeless liaison, other staff members assisting children in need (or who may be contacted by families with unpaid meal charges), and any staff involved in enforcing any other aspects of this policy.
- V. Nonprofit School Food Service Account
- A. Outstanding student charges (also called delinquent debt) resulting from nonpayment for school meals are not an allowable cost to the nonprofit school

SUPPORT OPERATIONS

SCHOOL FOOD SERVICE PROGRAM AND MEAL CHARGE POLICY

food service account and cannot be absorbed by that account at the end of the school year or carried forward to the next school year.

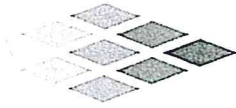
- B. When outstanding student charges accrue \$30.00 resulting from nonpayment for school meals a letter and this Policy will be forwarded by mail or email from the School Lunch Director notifying the parent/guardian of the insufficient account balance. This notification may include a repayment schedule for unpaid meal charges.
- C. Unpaid student meal charges may be carried over at the end of the school year as a delinquent debt and collection efforts may continue into the new school year to allow longer repayment plans.
- D. The District closes student meal charges on August 30<sup>th</sup> and classifies as “bad debt” and therefore, paid through the district’s general fund. Once meal charges are converted to bad debt, records relating to those charges must be maintained in accordance with the record retention requirements.

=====

Madison Central School District

Legal Ref: ~~May 2006 Memo from SED’s Frances N. O’Donnell to Food Service Directors/Managers;~~ ~~August 2005 Memo from SED titled “Establishing A Meal Charge Policy.”~~  
7 CFR 210.12 and 245.5; 42 USC 1758(b)(2)(A); May 2006 Memo from SED’s Frances N. O’Donnell to Food Service Directors/Managers; August 2005 Memo from SED titled “Establishing A Meal Charge Policy.” July 8, 2016 Memo from SED titled “Clarification on Collection of Delinquent Meal Payments.”

Adopted: 12/12/06  
Revised: 03/04/14, \_\_\_\_\_



# Madison-Oneida

Board of Cooperative Educational Services

Lead • Partner • Innovate • Excel

*Celebrating 50 years  
1968-2018*

LABOR RELATIONS & POLICY OFFICE  
Phone: 315.361.5522 ♦ Fax: 315.361.5595

ANDREW V. LALONDE, Coordinator of Labor Relations and Policy Office, [alalonde@moboces.org](mailto:alalonde@moboces.org)  
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GEORGE E. MEAD, Labor Relations Specialist, [gmead@moboces.org](mailto:gmead@moboces.org)  
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JENNIFER L. RUSS, Policy and Benefits Coordinator, [jross@moboces.org](mailto:jross@moboces.org)  
KATI L. PARKER, Senior Office Specialist, [kparker@moboces.org](mailto:kparker@moboces.org)

*You have received a copy of this Update because your district subscribes to our office's  
Board Policy Service.*

**August 11, 2017**

## **BOARD POLICY UPDATE**

### **REVISED Template Policy: Tobacco, Nicotine and E-Cigarette Use Prohibited**

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#### **Why We Have Prepared This Update**

The Governor signed legislation on July 25, 2017 that amended Section 1399-o of the Public Health Law, which prohibit the use of an electronic cigarette or e-cigarette on school grounds.

#### **Template Policy**

Attached please find our new template policy "Tobacco, Nicotine and E-Cigarette Use Prohibited" reflecting the new legislation prohibiting electronic cigarette or e-cigarette on school grounds.

#### **Requirements of the District/BOCES**

Most, if not all, school districts and BOCES have a Board-adopted Tobacco and Nicotine Use Policy. If those policies do not already specifically prohibit e-cigarettes on school property, we recommend they be updated.

A District/BOCES that wishes to make similar changes in the wording of its Code of Conduct should keep in mind that any revision of the Code of Conduct requires that a public hearing be held before adoption. This can be handled as an agenda item at a regularly-scheduled Board meeting.

It is also recommended that District/BOCES notify outside groups who use their facilities of these prohibitions by including appropriate language on your Community Use of School Facilities Form.

**Recommended District/BOCES Action Plan**

- Review the content of the template policy. Determine how your district/BOCES will complete the Policy.
- Determine whether your Code of Conduct and Community Use of School Facilities Form needs to be amended to address e-cigarettes, and take steps to do so if necessary.
- Contact Jennifer Russ (jruss@moboces.org) or Kati Parker (kparker@moboces.org) to prepare a revised version of your policy for presentation to the Board.
- If your Board Policy(ies) on this subject differs from our template policy, please call or e-mail, and we will consult with you regarding making comparable changes in your existing policy.
- After the Board revises the Policy, take these two steps:
  1. Advise Kati Parker (kparker@moboces.org) of the Policy number, revisions and Board action date, and we will update your Policy manual and your online policies.
  2. Identify which district staff are affected by the Policy or accountable for implementing the Policy, and inform them of the revisions

You have received a copy of this update because your district or BOCES subscribes to our Policy Service. Please feel free to call or e-mail us if you have additional questions about this matter.

Enclosure



# Policy

Draft 08/11/2017

No. \_\_\_\_\_

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## GENERAL COMMITMENTS

### TOBACCO, NICOTINE AND E-CIGARETTE USE PROHIBITED

#### I. Statement of Policy

##### A. Purposes

The purposes of this Policy are to avoid the use on school property and at school events of tobacco, nicotine, and e-cigarettes, which the Board deems unhealthy; encourage students and staff to avoid the consumption or use of tobacco products, nicotine, and e-cigarettes; and to prevent persons present on school property or at school events from being exposed to second-hand tobacco smoke, nicotine, or electronically-ignited vapors. This Policy is one component of the District's [BOCES'] wellness program, drug prevention program, and commitment to provide a healthy learning and working environment.

##### B. Prohibited Conduct

1. The possession, use, sale, or consumption of any form of tobacco, any substance containing nicotine (except prescribed medications), any e-cigarette or oil or vaping product intended for use in an e-cigarette, and any associated paraphernalia is prohibited.
2. This prohibition applies to everybody – students, staff, parents, vendors and contractors, and all visitors to our District [BOCES].
3. This prohibition applies to anyone who is on school property, including school buses and other vehicles being used to transport students for school purposes and to anyone attending a school sponsored event, including events located off District [BOCES] property.
4. This prohibition applies at all times, whether school is in session or not.

##### C. Proactive District Practices

1. Smoking, tobacco and nicotine use prevention will be appropriately integrated into curriculum, and appropriate instructional staff will receive training in smoking, tobacco and nicotine use prevention education.
2. Smoking, tobacco and nicotine cessation information will be available to staff, students, parents and visitors.

## POLICY

Draft 08/11/2017

No. \_\_\_\_\_

### GENERAL COMMITMENTS

#### TOBACCO, NICOTINE AND E-CIGARETTE USE PROHIBITED

3. There shall be no advertising of tobacco on District [BOCES] property or at District [BOCES] functions. The District [BOCES] will request tobacco-free versions of all publications in school libraries.
4. The District [BOCES] will not accept gifts or funds from the tobacco, nicotine, or e-cigarette industries.

#### II. Public Notice of Policy

- A. "No Smoking/Tobacco Use" signs shall be prominently and conspicuously posted in strategic locations on District Property and in District vehicles in accordance with NYS Law.
- B. Notices shall be posted at building entrances or driveways leading to school property notifying the public that school grounds are "tobacco free."
- C. Staff, students and visitors will be notified of this policy through presentations, student handbooks, newsletters, Code of Conduct summaries, and announcements at meetings, events and functions.
- D. Outside groups who use District [BOCES] facilities will be notified of this Policy on the Building Use Request Policy and Form.

#### III. Definitions for Purposes of this Policy and the Code of Conduct

- A. "Tobacco" means any lit or unlit cigarette, cigar, cigarillo, pipe, bidi, clove, cigarette, and/or any other smoking product, including tobacco in any form (loose, smokeless, dip, chew or snuff).
- B. "District property" and "school property" means any building, vehicle, or structure owned or leased by the District, and the surrounding outdoor grounds contained within the legally defined property boundaries of the District's properties as registered in the county clerk's office. This includes the entrances and exits of District buildings and structures.
- C. "Advertising" means brand names or logos and publications on any clothing, shoes, accessories, gear, supplies or publications provided by tobacco or e-cigarette companies (including prevention/educational materials).
- D. "Associated paraphernalia" is defined as lighters, matches, rolling papers, vaporizers, oils and other solutions intended for vaporizing, etc.

POLICY

Draft 08/11/2017  
No. \_\_\_\_\_

GENERAL COMMITMENTS

TOBACCO, NICOTINE AND E-CIGARETTE USE PROHIBITED

- E. "Smoking" is defined as the burning or vaporizing of tobacco or compounds or solutions containing nicotine.
- F. "Electronic cigarette" or "e-cigarette" means an electronic device that delivers vapor which is inhaled by an individual user, and shall include any refill, cartridge and any other component of such a device.

V. Consequences for Violation of Policy

A. Violations by Students

Students who engage in conduct prohibited by this Policy will be referred for disciplinary consequences in accordance with the District's [BOCES'] Code of Conduct.

B. Violations by Employees

Employees who engage in conduct prohibited by this Policy will be considered for corrective or disciplinary action in accordance with the Code of Conduct, applicable collective bargaining agreements, and District [BOCES] policy and practice.

C. Violations by Other Persons

Members of the public, including parents, employees of vendors and contractors, and other visitors, who engage in conduct that violates this Policy will first be asked to discontinue the offending conduct and advised of this Policy. Continued or repeat violation of the Policy may result in an individual being prohibited from further entry onto school property, at the discretion of the Superintendent.

D. Notification of Public Health Authorities

The Superintendent shall designate one or more District staff members to report to the county's enforcement officer observed or reported violations of Public Health Law Section 1399-o, i.e. smoking occurring within 100 feet of the entrances, exits, or outdoor areas of any school building (other than within a residence or within the property boundary of a residence).

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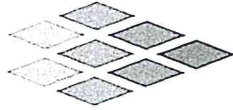
District/BOCES

Legal Ref: NYS Education Law §409; NYS Public Health Law Article 13-E and Article 13-F; 20 USC §§7181-7184 and 7971-7974

Adopted: \_\_\_\_\_

*Celebrating 50 years*

1968-2018



**Madison-Oneida**

Board of Cooperative Educational Services

Lead • Partner • Innovate • Excel

## *FYI: From Our Board to Yours*

From: Richard Engelbrecht

To: Michael Davis

Madison Board of Education

September 2017

### **Staff and Curriculum Development**

#### **SCD PARTNERS WITH NATIONAL LITERACY EXPERT**

National teaching consultant Olivia Wahl spent a week at MOBOCES in August leading multiple ELA workshops



for elementary teachers and administrators.

Workshops are divided into K-2 and 3-5 and beginner and advanced levels for each group. Participants came in with their groups two to three times during the week to begin a sustained year-long professional development initiative. During the year, Ms. Wahl will visit participating districts and work with specific



grade-levels to plan a lesson, demonstrate it in a classroom and then debrief to refine the lesson and discuss future strategies.

Districts participating in the initiative include **Canastota, Madison, Morrisville-Eaton, Rome, Stockbridge Valley, Vernon-Verona-Sherrill, Holland Patent** and **Westmoreland**.

### **Alternative and Special Education**

#### **ESY ENDS SUMMER WITH STUDENT TALENT SHOW**

The Extended School Year program wrapped up on August 15 with a student talent show. It's the second year students have put on a show to celebrate six weeks of hard work. Performances included songs by classes as well as solo singing, dances, ventriloquism, magic and comedy routines.



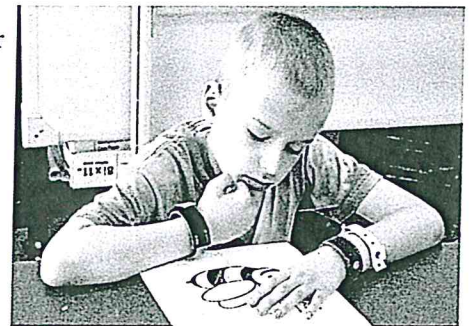
Students practiced their acts for several weeks, and both videos and words were shown during the talent show to help both the performers and the audience.

### **Career and Technical Education**

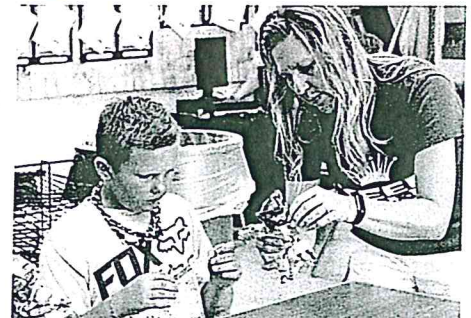
#### **FOUR DISTRICTS HOST SUMMER LEAP PROGRAMS**

MOBOCES coordinated Summer LEAP programs for

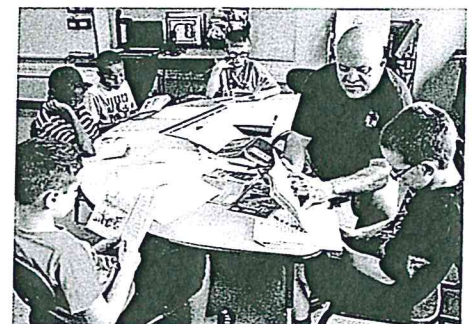
Elementary school students in four component districts this year – **Camden, Canastota, Rome and Vernon-Verona-Sherrill**. These summer programs offer hands-on, interactive learning for students that blend academics and enrichment.



- In Camden, students explored STEAM themes and activities that focused on literacy and career exploration. About 320 students in K-8 grades participated in the two-week program.



- In Canastota, 78 students in grades K-6 are attend a four-week program to reinforce their academic skills in Math and English language arts.



- In Rome, more than 300 students in K-6 attended "Accelerated Summer 444 Program" in July. The program included core academic subjects as well as foreign language, dance, sports, art and music.
- In VVS, 220 students rotated through five learning stations each day, including math, science, technology, and Spanish. The program also had an online component for students who couldn't get to school. About 24 attended a mix of on-site and online LEAP and five attended online only.

## Mohawk Regional Information Center

### TEACHERS EXPLORE TECHNOLOGY AT TRAININGS

The Model Schools team worked with several districts this summer to offer hands-on technology integration trainings on software, devices and best practices in the classroom.

Instructional Technology Specialist Valarie Draghi spent several days working with teachers in Oneida on technology integration projects. One major focus of the summer training was how to help struggling readers and writers through the use of Google Chrome Browser Extensions and Add-ons. Other workshops included designing an online classroom space and increasing student engagement by designing lessons in the BreakoutEDU format.

In Vernon-Verona-Sherrill, Instructional Technology Specialist Alana White worked with VVS Technology Coordinator Kathy Stewart to lead a Summer Tech Camp for teachers in both June and August. Teachers learned about Google Expeditions, Google Suite and Schoolwires, among other topics. They also coordinated teacher-led breakout sessions on SMART technologies.



## Management Services

### LABOR RELATIONS LEADS DASA TRAINING

Labor Relations Specialist David Pellow led a DASA workshop on August 4 for educators from area districts. DASA, or the Dignity for All Students Act, is the state's anti-bullying legislation and each school is required to have a DASA Coordinator to oversee the building's efforts to create a safe environment for all students.

Mr. Pellow addressed a variety of issues such as making a formal report of an incident, conducting a fact finding inquiry into an event, and then making a decision about what needs to be done. He also addressed issues related to social media and cyberbullying.

His presentation was the second half of a day-long program about bullying. Behavioral Specialist Donna Ritter led the morning session about identifying and responding to bullying behavior.



## Center for Instructional Support

### SLS OFFERS TECHNOLOGY WORKSHOPS

Teachers and librarians from area school districts had an opportunity to interact with new STEAM-focused technology available through the School Library System. SLS hosted two regional workshops on August 17 on robotics and Google Expeditions.

The morning session focused on the Sphero SPRK Robots, which engage users in coding, problem solving and creative thinking skills. Participants worked in teams to code a robot to complete a maze. The teachers will use the skills they learned to teach their students in the classroom.

The afternoon workshop focused on Google Expeditions, virtual reality goggles that allow students to "travel" to more than 600 field trips in the Google library. SLS acquired a classroom kit this summer with 25 goggles.

Participants were from Camden, Canastota, Madison, NYSSD, Rome, Stockbridge Valley and Vernon-Verona-Sherrill.



## Early Childhood Education

### BACK TO SCHOOL EVENT SUPPORTS FAMILIES

The Madison County Early Childhood Committee held a "Back to the Farm and Back to School" event for Madison County families on August 15 at Heritage Farm in Bouckville. The event, offered at no cost to families, included dinner, farm animal visits, a tractor ride, lawn games and many resources for parents to help their children transition successfully into a new school year. The event is geared toward families with children ages 2-10.

During the evening, each child received a free book, a backpack and a pencil case to start the new year.

MOBOCES is one of several partners in the Madison County Early Childhood Committee.

## Adult and Continuing Education

### THREE STUDENTS RECOGNIZED BY STATE AGENCY

Three students from the BOCES Consortium of Continuing Education (BCCE) will be recognized in October with Student of the Year recognitions by the New York Association for Continuing and Community Education. NYACCE is a state-wide association that support professionals serving adult learners.

The three students are:

- Siti Khadijah Binti Abdul, a refugee from Myanmar who studied English at The Refugee Center and is now at MVCC.
- Besim Ferhatovic, a refugee from Bosnia who studied ESL at the Utica ACCESS Site and then earned his New York State High School Equivalency credential there.
- Alexis Tarris, who completed the Adult Cosmetology program at the OHM BOCES campus.