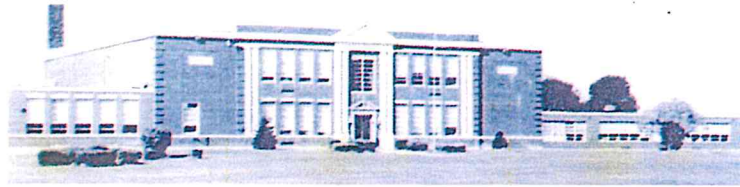


Board of Education

**Jennifer Lavoie**  
President  
**Michael Filipovich**  
Vice President  
**Laura Billings**  
**Jessica Clark**  
**Stephanie Clark**  
**Brittany Rizzo**  
**Jona Snyder**



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

**Jason A. Mitchell**  
Superintendent  
**Larry Nichols**  
Building Principal  
**Brian J. Latella**  
Elementary Principal  
**Melanie Brouillette**  
Treasurer  
**Tracey Lewis**  
District Clerk

BOARD OF EDUCATION  
REGULAR MEETING

JANUARY 21, 2020  
7:00 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. December 17, 2019 Regular Meeting Minutes
- IV. Public Forum
- V. Reports
  - a. Treasurer
    1. Internal Claim Auditor's Report
    2. Treasurer's Report dated December 31, 2019
    3. Detail Warrants
      - a. Warrant Number 20 – Fund A – 12/9/19 – 6 pages
      - b. Warrant Number 21 – Fund A – 12/10/19 – 6 pages
      - c. Warrant Number 22 – Fund A – 1/3/20 – 1 page
      - d. Warrant Number 23 – Fund A – 12/30/19 – 7 pages
      - e. Warrant Number 12 – Fund C – 12/9/19 – 2 pages
      - f. Warrant Number 13 – Fund C – 12/30/19 – 2 pages
      - g. Warrant Number 6 – Fund TA – 1/3/20 – 5 pages
      - h. Warrant Number 7 – Fund TA – 1/3/20 – 1 page
      - i. Warrant Number 7 – Fund FA20 – 12/9/19 – 1 page
      - j. Warrant Number 8 – Fund FA20 – 12/30/19 – 1 page
    4. Financial Status Report
  - b. Superintendent – Information & Discussion Items
    1. Oath of Office was administered in the office January 6, 2020
    2. Legislative Forum January 30, 2020
    3. Probationary Reports
    4. Paper Ballots
    5. SIG (School Improvement Grant) Discussion
    6. TSI (Targeted Support Improvement) Designation
    7. Budget Calendar Discussion
    8. Transportation Radio
    9. Musical Stipends

- c. Superintendent – Approval Items
      - 1. Discussion and Possible Approval of Musical Expenses (\$1,500 annually for the purchase of Royalties and Scripts)
      - 2. Approval of Non-Resident Application
        - a. Student entering PreK for remainder of 2019-20
- VI. Policy
  - a. Second Reading of Policy # 0017 entitled “Student Registration and Pre-Registration to Vote”
- VII. Old Business
- VIII. Board of Education Discussion Items
- IX. New Business
  - a. Personnel
    - 1. Leave Requests
      - a. Mary Belfield – Leave without pay February 24-26, 2020
    - 2. Resignations
      - a. Michele Cotter – Special Education Teacher effective 1/3/20 as per approved early release from contract terms
      - b. Sandra Ford – Cheerleading Coach effective 1/6/20
    - 3. Appointments
      - a. Spring Coaches
        - a. Boys Varsity Baseball
        - b. Boys Modified Baseball
        - c. Girls Varsity Softball
        - d. Girls Modified Softball
      - b. Mackenzie Elliott – Long Term Substitute Teacher for Special Education position vacated by Mrs. Cotter effective 1/10/20 at the Substitute Teacher Rate for the first 20 consecutive days and then as per contract daily rate
      - c. Cheer Coaches for remainder of 2019-2020 Cheer season
        - a. Tracey Lewis – 50% Co Cheer Advisor at 25% of Stipend
        - b. Christine Haviland – 50% Co Cheer Adviser at 25% of Stipend
  - b. CSE/CPSE Recommendations – in official packet
  - c. Principal Reports
- X. Correspondence
  - a. Richard Englebrecht’s monthly newsletter for January 2020
  - b. Library Media Center report for January 2020
- XI. Question & Answer Opportunity
- XII. Adjournment

The Regular Meeting of the Board of Education of Madison Central School was held on December 17, 2019 at 7:00 pm in the library.

**MEMBERS PRESENT:** Mrs. Laura Billings  
Mrs. Jessica Clark – 7:00 pm  
Mr. Mike Filipovich  
Mrs. Jennifer Lavoie  
Mrs. Brittany Rizzo  
Mr. Jona Snyder

**MEMBERS ABSENT:** Ms. Stephanie Clark

**OTHERS PRESENT:** Steve Szatko, Interim Superintendent  
Larry Nichols, Building Principal  
Brian Latella, Elementary Principal  
Melanie Brouillette, Treasurer  
Tracey Lewis, District Clerk

- I. Call to Order
  - a. Mrs. Lavoie, president, called the meeting to order at 6:58 pm.

- II. Agenda Additions

Mrs. Clark arrived at 7:00 pm.

- III. Consent Agenda
  - a. Approval of Agenda for This Meeting

**MOTION # 1 – APPROVAL OF AGENDA**

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

- b. Approval of Minutes
  - 1. November 19, 2019 Regular Meeting Minutes

**MOTION # 2 – APPROVAL OF MINUTES**

ON THE MOTION of Mrs. Billings, seconded by Mr. Snyder, the board moved to approve the November 19, 2019 Regular Meeting minutes. Motion carried 6 yes, 0 no.

- IV. Public Forum
  - a. A community member requested use of the building as a remote site for weigh-ins for the state wide NYWAY wrestling regional competition which will be held in February. A building use form will be completed and it should be no problem.

- V. Reports
  - a. Treasurer
    - 1. Internal Claims Auditor Report

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

ON THE MOTION of Mr. Filipovich, seconded by Mrs. Billings, the board moved to approve the Internal Claim Auditor's Report. Motion carried 6 yes, 0 no.

2. Treasurer's Report dated November 30, 2019

**MOTION # 4 – APPROVAL OF TREASURER'S REPORT**

ON THE MOTION of Mr. Filipovich, seconded by Mrs. Billings, the board moved to approve the Treasurer's Report dated November 30, 2019. Motion carried 6 yes, 0 no.

3. Detail Warrants

**MOTION # 5 – APPROVAL OF DETAIL WARRANTS**

ON THE MOTION of Mr. Snyder, seconded by Mrs. Rizzo, the board moved to approve the Detail Warrants as follow: Warrant Number 17 – Fund A – 11/8/19 – 5 pages, Warrant Number 18 – Fund A – 11/22/19 – 5 pages, Warrant Number 9 – Fund C – 11/8/19 – 2 pages, Warrant Number 10 – Fund C – 11/22/19 – 1 page, Warrant Number 11 – Fund C – 12/3/19 – 1 page, Warrant Number 5 – Fund TA – 12/3/19 – 4 pages, Warrant Number 3 – Fund HBUS – 12/3/19 – 1 page, Warrant Number 5 – Fund FA20 – 11/8/19 – 1 page, Warrant Number 6 – Fund FA20 – 11/22/19 – 1 page. Motion carried 6 yes, 0 no.

4. The Financial Status Report was shared.

b. Superintendent – Information Items

1. A letter of intent was sent to Leonard Bus for the possible purchase of two (2) buses for the 20-21 school year. The buses would be 72 passenger buses with added safety features and better spacing for safety.
2. The board discussed the possible purchase of JPJ Radios at length. Programming of the radios to include communication with BOCES and out of district ranges is as concern.
3. The DonorsChoose.org grant program was discussed as well as possible legal concerns regarding the usage of these programs. Further investigation into this funding is being done.

c. Superintendent – Approval Items

1. Oath of Office – the following was noted for the record
  - a. Superintendent – will be administered by District Clerk within 10 days of appointment
2. Approval of Superintendent Authorizations as approved in Reorganizational Meeting effective 1/1/20
  - a. Purchasing Agent Alternate – Jason Mitchell
  - b. Records Access Officer – Jason Mitchell
  - c. District Safety Team – Jason Mitchell, Superintendent
  - d. Conference Approval – Jason Mitchell
  - e. Signatures for Extra Classroom Activity – add Jason Mitchell
  - f. Budgetary Transfers – Jason Mitchell
  - g. Applications and Reports for Federal Funds – Jason Mitchell
  - h. Authorization to Suspend – Jason Mitchell, Superintendent
  - i. Authorization for the use of the District Credit Card – Superintendent Jason Mitchell or his designee with a limit of \$2,500.00

**MOTION # 6 – APPROVAL OF AUTHORIZATION FOR JASON MITCHELL, SUPERINTENDENT, EFFECTIVE 1/1/20**

ON THE MOTION of Mr. Snyder, seconded by Mrs. Rizzo, the board moved to approve the Authorizations of Jason Mitchell as Superintendent as per the Reorganizational meeting effective 1/1/20 including Purchasing Agents, Records Access Officer, District Safety Team, Conference Approval, Signatures for Extra Classroom Activity, Budgetary Transfers, Application and Reports for Federal Funds, Authorization to Suspend and Authorization for the use of the District Credit Card. Motion carried 6 yes, 0 no.

3. Acceptance of Grants
  - a. New York Agricultural Education and Outreach Grant for \$2250
  - b. DonorsChoose.org Grant for “Cleaning and Finishing Metalwork”
  - c. DonorsChoose.org Grant for “Wagons to Allow Students to Move Materials”
  - d. DonorsChoose.org Grant for “Blasting Our Way into the Future with Glass Etching”

**MOTION # 7 – ACCEPTANCE OF GRANTS**

ON THE MOTION of Mr. Snyder, seconded by Mrs. Rizzo, the board moved to accept the grants for FFA as listed above. Motion carried 6 yes, 0 no.

4. Approval of Transfers

**MOTION # 8 – APPROVAL OF TRANSFERS**

ON THE MOTION of Mr. Snyder, seconded by Mr. Filipovich, the board moved to approve the transfers as provided. Motion carried 6 yes, 0 no.

- VI. Policy
  - a. The First Reading of Policy #0017 entitled “Student Registration and Pre-Registration to Vote” was done at this time.
- VII. Old Business
  - a. None
- VIII. Board of Education Discussion Items
  - a. The board presented Mr. Szatko with a parting gift of a Madison Blue Devil shirt.
- IX. New Business
  - a. Personnel
    1. Appointments
      - a. Alan Hendrickson – Substitute Bus Driver effective 12/3/19
      - b. Tyler Hummer – Non-Certified Substitute Teacher effective 12/4/19
      - c. Katrina Townsend – Substitute Nurse effective 12/17/19
      - d. Kristi Jaquays – Substitute Nurse effective 12/17/19
      - e. Brandy Twiss – Non-Certified Substitute Teacher effective 11/22/19

**MOTION # 9 – APPROVAL OF APPOINTMENTS**

ON THE MOTION of Mr. Snyder, seconded by Mr. Filipovich, the board moved to approve the appointments of Alan Hendrickson as a substitute Bus Driver effective 12/3/19, Tyler Hummer as a Non-Certified Substitute Teacher effective 12/4/19, Katrina Townsend as a Substitute Nurse effective 12/17/19, Kristi Jaquays as a Substitute Nurse effective 12/17/19 and Brandy Twiss as a Non-Certified Substitute Teacher effective 11/22/19. Motion carried 6 yes, 0 no.

- b. CSE/CPSE Recommendations – in official packet

**MOTION # 10 – APPROVAL OF CSE/CPSE RECOMMENDATIONS**

ON THE MOTION of Mrs. Rizzo, seconded by Mr. Snyder, the board moved to approve the CSE/CPSE Recommendations as found in the official packet. Motion carried 6 yes, 0 no.

- c. Principal Reports - None

- X. Correspondence – the following were provided to the board
  - a. Richard Engelbrecht’s monthly BOCES newsletter for December 2019
  - b. Thank you card from Jackie Starks
  - c. Madison Library Media Center monthly report for November 2019
  - d. Christmas Card
  - e. The Banner Fall 2019
  
- XI. Question & Answer Opportunity
  - a. None
  
- XII. Executive Session

**MOTION # 11 – ENTER EXECUTIVE SESSION**

ON THE MOTION of Mr. Snyder, seconded by Mrs. Rizzo, the board moved to enter into Executive Session at 7:49 pm with an invitation for Mrs. Brouillette and Mr. Jason Mitchell to attend and for Mrs. Rizzo to act as temporary District Clerk to discuss Collective negotiations pursuant to Article 14 of the Civil Service Law i.e., the Taylor Law. (negotiations). Motion carried 6 yes, 0 no.

- XIII. Adjourn Executive Session

**MOTION # 12 – ADJOURN EXECUTIVE SESSION**

ON THE MOTION of Mr. Snyder, seconded by Mr. Filipovich, the board moved to adjourn Executive Session at 8:29 pm. Motion carried 6 yes, 0 no.

- XIV. Adjournment

**MOTION # 13 – ADJOURNMENT**

ON THE MOTION of Mr. Filipovich, seconded by Mrs. Billings, the board moved to adjourn for the evening at 8:30 pm. Motion carried 6 yes, 0 no.

# Agenda

Oneida-Madison-Herkimer Counties School Boards Institute  
General Membership Meeting

## “Legislative Forum”

Thursday, January 30, 2020

(Snow date, Thursday, February 6th, 2020)

Oneida BOCES

Middle Settlement Road, New Hartford

(Oneida Conference Room)

**Registration and refreshments:** 6:00 – 6:30 p. m. Oneida Conference Room

**Coffee & Dessert with Legislators**

*(Board members will be encouraged to meet and engage legislators that represent their respective school districts. Districts that have more than one Assembly or Senate Representative should decide which break-out session they wish to attend)*

**Welcome, Pledge of Allegiance :** 6:30 p.m.

Mr. Michael Head, OMH-SBI President, Jim Van Wormer, Coordinator of Board Training

Introduction of NYS Assembly and Senate representatives

**Program Overview:** 6:35 - 8:10 p.m.

- Facilitators, Russ Stewart and Tom Moats, will address the legislators and our members with the ground rules and format for the evening.
- All legislators will be in the Oneida Room.

NYS Senator 51 <sup>st</sup> District	Senator James Seward
NYS Senator 47 <sup>th</sup> District	Senator Joseph Griffo
NYS Senator 49 <sup>th</sup> District	Senator Rachael May
NYS Assembly 121 <sup>st</sup> District	Assemblyman John Salka
NYS Assembly 118 <sup>th</sup> District	Assemblyman Robert Smullen **
NYS Assembly 101 <sup>st</sup> District	Assemblyman Brian Miller
NYS Assembly 111 <sup>th</sup> District	Assemblyman Ken Blankenbush
NYS Assembly 119 <sup>th</sup> District	Assemblywoman Marianne Buttenschon
- Questions from members (facilitators will move microphones to members for their questions)

**Closing** 8:15 p.m.

Closing remarks by President Michael Head will conclude the evening

\*\* As listed above, if needed we will have the snow date for Thursday, February 6, 2020.

GENERAL COMMITMENTS

Policy is Required

STUDENT REGISTRATION AND PRE-REGISTRATION TO VOTE

I. Statement of Policy

The participation of all citizens in civic decision-making is fundamentally important to maintaining democratic government. As part of the Madison Central School District's ("the District") civics instruction program, the Board of Education encourages all students to exercise their right to register to vote, if age 18 or over, and to pre-register to vote, if age 16 or 17.

II. Implementation of Policy

The Superintendent shall confer with administrators and secondary-level educators to determine how the promotion of voter registration and pre-registration can be supported as part of the District's civics instruction program and co-curricular activities. If the Superintendent determines that conducting actual voter registration or pre-registration can be done on school premises, during the school day or at other times (such as during extracurricular activities), the Superintendent or the Superintendent's designee may actively collaborate with the county board of election to plan and conduct such activities. However, completion or submission of voter registration or pre-registration forms shall not be made a course requirement or a factor in determining any student's grade for a course.

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Madison Central School District

Legal Ref: NYS Election Law §5-507(2)

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





## *FYI: From Our Board to Yours*

From: Richard Engelbrecht  
To: Jason Mitchell

Madison Board of Education  
January 2020

### *Career and Technical Education*

#### **CTE CLASSES COMPETE IN DECORATING CONTEST**

The Culinary Arts classes organized the 1st Annual Rossetti Gingerbread House Challenge on December 13 to bring some light holiday fun to campus. Student teams from different CTE classes received pre-built gingerbread cookie houses, frosting and a small amount of candy. Teams could supplement with



any other candy and decorations they wanted and competed for the best looking creation.

Elementary students from the STARRS program served as judges and voted Cosmetology as the winner.



After the contest, the houses remained on display in the Culinary Arts classroom windows until the holiday break.

#### **ADVISORY COUNCIL HOLDS FALL MEETING**

The Career and Technical Education division held its initial advisory committee meetings for the school year in December. Director Katie Allen gave all participants an overview of changes in NYSED regulations regarding CTE, then had them break up into various instructional areas.

Advisory committee members represent a cross section of a particular occupational area and assist instructors in establishing, operating, and evaluating our CTE programs to best serve students, the community, and the industry. Meetings focus on curriculum, work based learning opportunities, equipment review, technical assessment updates, historical data, and industry projections.

Committee partners will return in the spring to review recommendations and changes made.

### *Early Childhood Education*

#### **PRE-K FAMILIES BUILD GINGERBREAD HOUSES**

Students in MOBOCES pre-kindergarten programs across the region worked on their annual gingerbread house projects throughout December. The family holiday tradition allows parents to come to school and help their children build edible houses using milk cartons, graham crackers, frosting and candy decorations.

The activity promotes parent involvement and allows the students to practice their colors, shapes, counting, motor skills and creativity in a fun, hands-on way. Pre-k students and family members from Canastota, Morrisville-Eaton, Stockbridge Valley and Chittenango participated.



#### **EARLY CHILDHOOD TEAM LEADS PLAY WORKSHOP**

Early Childhood Director Colleen Wuest and Canastota pre-k teacher Robin Pierce recently led a full-day workshop called "Hip, Hip, Hurray! We are back to play!" The workshop was geared to educators and support staff who work with students in pre-k through second grade.

Throughout the day, participants learned about current research and developmentally-appropriate practices and strategies to encourage children ages 3-9 to develop positive social and life skills through purposefully planned play. They also learned about Next Generation Early Learning Standards for PK-2 and social-emotional development and expectations for early learners.

## Alternative and Special Education

### DECEMBER LESSONS INCLUDE ORNAMENT PROJECTS

Students spent December making holiday ornaments as a way to practice physical, social and executive function skills while enjoying the season.

Students at McAllister Elementary made cinnamon dough ornaments from scratch, mixing, flavoring, shaping and baking it to take home.

The Community Outreach Club held its annual ornament sale to benefit a local nonprofit. Students make and decorate ornaments that they sell on campus and to family and friends for \$1 each, and then deliver in person before the break. The students will work together to determine which organization



they want to support in the spring. Last year, they chose suicide prevention efforts at Bridges.

Students at VVS Middle School completed a whole unit on holiday traditions. Students researched customs and symbols of winter holidays around the world, wrote about their findings and then created an item to represent their research findings. After students presented their work in school, they wrapped and labeled their projects to take home as gifts for their families.

## Staff and Curriculum Development

### MADISON TEACHER BEGINS NEW REGIONAL PLC

Teachers from 10 districts participated in the first meeting of the new middle level ELA PLC on December 13. Teachers of grades 6-8 talked about literature, curriculum and even took some time to journal as a way to reflect on their work, practice a task they often ask students to do, and relax during a busy time of year.

Jessica Mortensen of **Madison** facilitated the group and the Mid-State Teacher Center provided books highlighted at a recent School Library System conference for a giveaway activity.



## Adult and Continuing Education

### BCCE INCREASES COMPUTER-BASED ASSESSMENT

The Adult and Continuing Education division reached a major milestone in its quest to maximize the use of technology in its programs and assessments. Through an investment in Chromebooks and increased teacher and student buy-in, more than 95 percent of required literacy program assessments are now being administered through computer-based platforms.

For students, the use of computer-based assessment better prepares them for college and career readiness and accommodates their testing needs with tools such as screen magnification, highlighters, calculators, and line guides built into the platforms. It also helps prepare them for the Test Assessing Secondary Completion (TASC), which is administered online.

Teachers have said they appreciate the additional information gained from computer-based assessment score reports, and they find that the students take the computer-based assessments more seriously. The buy-in from students, teachers and administrators – coupled with the improved technology infrastructure and support in adult education centers – have all come together to help the division lead the way in computer-based assessment.

## Regional Information Center

### DATA PROTECTION GROUP FACILITATES DISTRICT PLANNING DISCUSSIONS

MORIC hosted a recent Data Protection User Group meeting at Oneida BOCES for district administrators and technology leaders to learn more about protecting sensitive school information.

Participants brushed up on Education Law 2-d and heard a cybersecurity framework overview from the National Institute of Standards and Technology (NIST), which is part of the U.S. Department of Commerce. Most of the meeting was devoted to district team planning work and individualized support from MORIC data security experts on specific issues and projects.

Participating districts included **Canastota, Madison, Morrisville-Eaton, Oneida, Rome and VVS.**

## Management Services

### GENERATOR HELPS SUPPORT NETWORK SERVICES

The MOBOCES Maintenance Department recently completed a generator installation project at the Network Operations Center (NOC) on the Verona campus. The generator helps support the NOC's increased power needs due to higher demand for technology services from 50 school districts and four BOCES centers, additional HVAC in the server room, and customer expectations for uninterrupted network service.

Discussions for installing a generator began about eight years ago, but other hardware upgrades met some of the NOC's power and reliability needs at the time. About 2 years ago, the generator discussion began again, and it is now substantially completed, allowing the NOC to continue providing service during multiple power outages.

# Madison Central School Library Media Center

## December Monthly Report

### December 2019

Total number of material borrowed or renewed:	681.
Number of instructional days:	13.5

### *High School*

Total number of 7th - 12th graders utilizing the library: (this total does not include the students who used the library as a class)	82
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Also have 2 Study Halls in the library with a total of 22 students.

### *Elementary*

#### **Pre-K**

Before we complete book borrow, we talk about how we should treat our books and take care of them. We also discussed what to do if our book gets injured (ripped).

Read - *Snowballs* by Lois Ehlert, *Snowmen at Work* by Caralyn Buehner.

Vocabulary - Book care

#### **Kindergarten**

The students are starting their fiction/non-fiction unit in library. The students will be read a pairing of books each week showing the differences between fiction and non-fiction. Throughout the book *The Bear Report* we discussed things we saw and read that make the book fiction.

Read - *The Bear Report* by Thyra Heder

Vocabulary: author, illustrator, fiction/non-fiction

#### **1st Grade**

We finished up our Tedd Arnold unit with drawing Fly Guy from a video tutorial. The students also were introduced to Spheros and Keva planks before the holiday break. The students learned how to change the color of the sphero and make it go in a straight line.

Read - *More Parts, Even More Parts* by Tedd Arnold

Vocabulary: author, illustrator, patterns, call number

#### **2nd Grade**

For the first part of December we continued our African folktale unit. Before winter break, we learned how to maneuver Spheros and build with Keva plans borrowed from SLS.

Read - *Anansi does the Impossible!* By Verna Aaradema, *Anansi and the Moss Covered Rock*  
Vocabulary: author, title, lesson, characteristics

### **3rd Grade**

Before the holiday break, we worked with Spheros and Keva planks. The students learned basic maneuvers of the Spheros and how to aim them. The students also played Sticks and Stones which is a game that tests your skills in alphabetizing authors names. We also participating in Code.org's Hour of Code.

Vocabulary: alphabetizing, organization, coding.

### **4th Grade**

We participated in Code.org's Hour of Code event. Students were taught how to code a robot to clean the ocean.

Vocabulary: coding

### **5th Grade**

We participated in Code.org's Hour of Code event. Students were taught how to code a robot to clean the ocean. Also, before break the students played the game Sticks and Stone that focuses on putting the author's names in alphabetical order.

Vocabulary: Alphabetizing, coding

Mrs. Idzi and myself also teamed up to create and supervise Builders Club for K-2nd grade on Tuesdays afterschool. Students who attend get to build out of different materials such as legos, straws with connectors, Lincoln logs, and so much more. Before the holiday break students were able to build with Keva planks and work with Spheros.

### **Library Upkeep**

No items added to the library this month.

Our most circulated title was [It's Christmas David!](#)

We continued to add to the Imagination Library registration of Madison pre-school children.

Nicole Bodner  
Madison Library Media Specialist