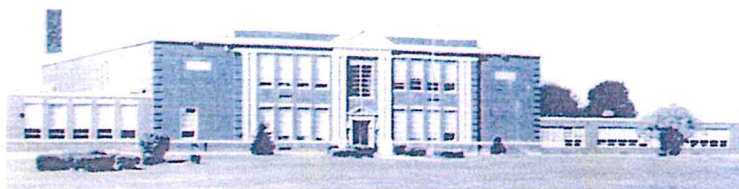


Board of Education

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



Madison Central School District
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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

JULY 7, 2020
7:00 P.M. – VIA GOOGLE MEET

- I. Call to Order
- II. Agenda Additions
- III. Consent Agenda
 - a. Approval of Agenda for This Meeting
 - b. Approval of Minutes
 - 1. June 16, 2020 Special Meeting Minutes
 - 2. June 16, 2020 Regular Meeting Minutes
- IV. Public Forum
- V. Reports
 - a. Treasurer
 - 1. Internal Claims Auditor's Report
 - 2. Fund Balance Discussion
 - 3. Approval of Transfers
 - 4. Quarterly Student Activity Reports for first and second quarters of 2020 and year end report
 - b. Superintendent – Information Items
 - 1. District-Wide School Safety Plan
 - 2. Reopening Plan Discussion
 - 3. Summer Professional Development
 - c. Superintendent – Approval Items
 - 1. Approval of the creation of the William Bassett Jr. Award of \$250 to be given annually at graduation beginning in 2021 funded by the Class of 2020
 - 2. Approval of the creation of the Charles W. Bostic Memorial Award of \$400 to be given annually at graduation beginning 2021
 - 3. Acceptance of donation of paper products from Nancy Livermore with many thanks

4. Approval of Non Resident Students for 2020-21
 - a. Student entering grade 3
 - b. Two students entering grade 5
 - c. Student entering grade 6
 - d. Student entering grade 7

5. Approval of Building Usage Report - awaiting BOE

- VI. Policy - both policies waiting on final drafts from BOCES
 - a. Second Reading of Policy # 7004 "Non-Resident Students"
 - b. Second Reading of Policy # 6299 "Leaves of Absence for COVID-19 Qualifying Reasons"

- VII. Old Business

- VIII. Board of Education Discussion Items

- IX. New Business
 - a. Personnel
 1. Appointments
 - a. Linda Wood - Substitute Clerical and Teacher's Aide effective July 7, 2020
 2. Fall Coaching Appointments with Stipend dependent upon season actually happening and possibly pro-rated if season is shortened
 - a. Michael Strong - Boys Varsity Soccer
 - b. Jordan Matteson - Boys Modified Soccer
 - c. Herb Bingel - Girls Varsity Soccer
 - d. Payge Miller - Girls Modified Soccer
 3. 2020-21 Advisors
 - a. Senior Class - Stephen Krysty and Tracey Lewis
 - b. Junior Class - Jessica Chenel and Kurt Peavey
 - c. Sophomore Class - Amber Neiss
 - d. Freshman Class - Jessica Mortensen and Megan Barnes
 - e. MADKA - Amber Barrett
 - f. Athletic Director - Mike Lee
 - g. SADD - Kurt Peavey
 - h. TAP - Jon Silkowski
 - i. Instrumental Music - Ryan Hobart
 - j. High School Art - Mike Flint
 - k. Choral - Nicole Winegard
 - l. FFA - Paul Perry
 - m. Student Council - Amber Neiss
 - n. NHS - Joe Burdick
 - o. Music/Drama - Nicole Winegard
 - p. Detention Monitors - Maxine Thurston, Pat Hill, Cathy Kimpton, Jon Silkowski, Amber Thrasher
 - q. Mathletics - Jessica Chenel
 - r. Foreign Language - Chad Putney

4. Adjustments

- a. Amanda Goodenough – add “with Masters” to previous appointment Probationary Elementary Education as per resolution effective 9/2/20 with anticipated tenure effective 9/2/24 in Elementary Education with Professional Certification in Early Childhood Education (B-2) and Professional Certification in Childhood Education (1-6) at M1, Step 3, with Masters at \$43,121 per year

b. CSE/CPSE Recommendations

c. Principal Reports

X. Correspondence

XI. Question & Answer Opportunity

XII. Adjournment

Estimated 2019-20 FUND BALANCE WORKSHEET FOR: MADISON C.S.D.

1. FUND BALANCE AS OF 7/1/19:	\$	150,000.00	A914 6/30/19
		572,783.05	A917 6/30/19
<hr/>			
1a. - ERS Reserve - Replenish to A827 to needed 19-20 - 75% amt	\$	(74,241.54)	
- TRS Reserve		(63,319.53)	A917/A828
- Capital Reserve Transfer (New 18-19 - \$500,000 Max.)			A917/A878
			\$ 585,221.98
<hr/>			
2. + Plus Revenues (as of 6/15/20)	\$	9,825,599.47	A980
2a. Less Capital Int. (Close to Reserve - A878 - Thru 6/30/2020) :	\$	(3,804.16)	A980(2401.001)
Less Unempl Int. (Close to Reserve-A815-Thru 6/30/2020) :		(39.50)	A980(2401.002)
Less NYSERS Int. (Close to Reserve-A827-Thru 6/30/2020) :		(865.81)	A980(2401.003)
Less Liability Int. (Close to Reserve-A862-Thru 6/30/2020) :		(5,570.69)	A980(2401.004)
Less EBALR Int. (Close to Reserve-A867-Thru 6/30/2020) :		(8,549.11)	A980(2401.006)
Less TRS Int. (Close to Reserve-A828-Thru 6/30/2020) :		(530.89)	
General Aid Due 6/30/2020		-	
Excess Cost Aid Due 6/30/2020		-	
			(19,360.16)
			\$ 9,806,239.31
<hr/>			
3. + BEGINNING ENCUMBRANCES:	\$	208,450.05	A915 (18-19 Ending En
<hr/>			
4. - Less Expenditures (as of 6/15/20):	\$	(9,497,771.28)	A522
+ A9010-827 Expn. (Close to Reserve - A827)		68,766.25	to A827 (ERS Rsrv)
+ A9089-867 Expn. (Close to Reserve - A867)		49,460.00	to A867 (EBALR)
+A9050-815 Expn. (Close to Reserve-A815)		3,385.53	to A815 (Unemplmt)
Payroll		0.00	
SS & Medicare		0.00	
Sanderson Retirement Incentive out of EBLAR		0.00	
Sick Time Conversion out of EBLAR		0.00	
Invoice for AK for Elmcrest placement		(15,000.00)	
Buses		0.00	
Boces Adjustment		(60,000.00)	
			\$ (9,451,159.50)
<hr/>			
5. - FINAL ENDING 19-20 ENCUMBRANCES :	\$	(258,325.57)	A521 (19-20)
FINAL - 19-20 ENDING FUND BALANCE:	\$	890,426.27	
<hr/>			
- APPROPRIATED 20-21 FUND BALN A914:		(450,000.00)	A599 (20-21)
<hr/>			
REMAINING UNAPPROPRIATED:	\$	440,426.27	4.01%
<hr/>			
DESIRED 4.00% AMOUNT (20-21 Budget \$10,975,715):		(439,028.60)	
DIFFERENCE:	\$	1,397.67	

Madison Transfers - Year End 2020

From Code #	To Code #	Amount
A-1420-490	A-1420-400	\$ 1,354.50
A-2110-200	A-2280-200	\$ 2,468.52
A-1621-200	A-2280-200	\$ 1,022.00
A-2630-460	A-2630-220	\$ 5,269.18
A-1621-200	A-2630-220	\$ 741.34
A-2855-150	A-2850-150	\$ 7,735.00
A-5510-168	A-5510-169	\$ 4,403.20
A-9020-800	A-5510-210	\$ 205,856.18
A-9060-800	A-9050-815	\$ 5,000.00
A-9060-800	A-9060-800-001	\$ 3,830.22
A-9060-800	A-9089-889	\$ 49,460.00
		\$ 287,140.14

Legal
Purchase for Ag dept.
Purchase for Ag dept.
Computer purchase
Computer purchase
Increase Co-Curricular salaries
Bus substitute
New buses
Increase Unemployment Insurance
Insurance buy out
Sanderson

STUDENTS

NON-RESIDENT STUDENTS

- I. The Board of Education affirms that its primary responsibility is to provide the best possible educational opportunities for the children who are legal district residents and who are of legal age to attend school. The Board of Education will consider acceptance of non-resident students where circumstances permit, as noted in this policy.
- II. A non-resident student shall be defined as a student whose parents or legal guardian(s) reside outside the boundaries of the Madison Central School District.
- III. It shall be the policy of the Madison Central School District to accept non-resident students for attendance in the school district subject to the following guidelines:
 - A. All non-resident student(s) must complete an application between January 1st and May 1st for placement annually. Applications must be filed with the ~~Superintendent of Schools~~ School Principal no later than May 1st and will be on a first come, first served basis. The parents/guardians must present proof of a student's good academic and disciplinary standing before admission to Madison Central School.
 - B. All non-resident student applications will be subject to approval by the Superintendent of Schools, School Principal, and the Board of Education.
 - C. Non-resident students will be accepted on the following conditions:
 - 1. A proper educational program exists at Madison Central School.
 - 2. No additional staffing is needed.
 - 3. Space is available. The acceptable number of students per class will not be exceeded as noted below.

<u>GRADE</u>	<u>RANGE</u>
K-3	15-19
4-6	16-20
7-12	17-21

- D. The tuition will be established annually by the Board of Education. The tuition fee provides for the basic educational program. It will not exceed the rate prescribed by the Commissioner of Education, according to the Seneca Falls Formula.

Tuition rates will be payable in full prior to the start of each semester. If payment is not received by the beginning of each semester (~~September 1st and January 17th~~), the student(s) will not be allowed to attend that semester.

- E. Transportation will be the parent/guardian responsibility.

STUDENTS

NON-RESIDENT STUDENTS

- F. A non-resident student's continued attendance will be dependent on a student maintaining a passing average in all subjects in compliance with the District's Code of Conduct and Student Attendance Policy. A student who is denied continued attendance in the District for disciplinary reasons is entitled to due process procedures for a student disciplinary hearing in accordance with the provision of the Education Law Section 3214. A student who is denied continued attendance for academic reasons shall be entitled to an informal conference with the Superintendent of Schools before any decision is made to terminate a student's attendance during or at the end of the school year for this reason.
- IV. In the case whereby a non-resident parent, guardian, or grandparent of a non-resident student pays property taxes in the Madison Central School District for the current school tax year, the amount of tax shall be deducted from the assessed tuition.
- V. Non-resident students whose behavior is judged by the Superintendent or his/her designee to be unmanageable, disruptive or in violation of the Code of Conduct may be denied continued attendance in the school district, according to the due process procedures in the Education Law Section 3214.
- VI. Children of parents or guardians who have moved out of the school district during the school year may be permitted to complete the semester. Seniors may request to be allowed to complete the school year. The decision will be based on academic, behavior and attendance records of the senior.
- VII. Students from other nations who are living with district residents may be enrolled at the discretion of the Superintendent and the Board of Education.
- VIII. Children placed in foster homes, free family homes, and similar circumstances will be admitted in accordance with the law. The appropriate outside agency or district will be billed for tuition where applicable.
- IX. School districts may also contract with other school districts for the instruction of non-resident pupils. If class size enrollment allows, a child residing outside the Madison Central School District may be permitted to attend a unique class, course, or program at Madison Central School District provided that the course or class is not available in his/her own school district.
- X. All approval of non-resident students shall be reviewed annually and permission to attend as a non-resident student may be revoked at the discretion of the District for academic or disciplinary reasons in accordance with the procedures set forth in this policy. While attempts will be made to continue the attendance of approved non-resident students from one year to the next, factors such as student-teacher ratio and staffing needs may force the District to withdraw permission to attend, and to limit its acceptance of any non-resident students in any given year. Students whose attendance cannot be continued for these

STUDENTS

NON-RESIDENT STUDENTS

reasons will be entitled to an informal conference with the Superintendent prior to any final decision being made.

Madison Central School District

Adopted: 1984

Revised: 10/19/95, 06/13/96, 05/19/99, 09/12/02, 08/23/05, 10/11/05, 07/08/15, 09/15/15,
11/07/16, _____

LEAVES OF ABSENCE FOR COVID-19 QUALIFYING REASONS

I. Statement of Policy

- A. It is the policy of the District to allow an employee to be absent from his/her duties for the reasons stated in the Families First Coronavirus Response Act (FFCRA). The FFCRA requires certain employers to provide their employees with paid sick leave (EPSL), and expanded family and medical leave (FMLA+), for certain, specified reasons related to COVID-19.
- B. This Policy and any administrative regulations or procedures approved by the Superintendent shall be implemented so as to comply with the FFCRA and any current or subsequent regulations as they may relate to COVID-19 related leave, and any applicable provisions of the District's collective bargaining agreements.
- C. These provisions are effective from April 1, 2020 through December 31, 2020 unless modified by Federal legislation.

II. Emergency Paid Sick Leave

- A. An employee is entitled to take up to eighty (80) hours of their regular rate of pay, or a part time employee's two-week equivalent, of Emergency Paid Sick Leave if the employee is unable to work, including unable to telework, because the employee:
 - 1. Is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;
 - 2. Has been advised by a health care provider to self-quarantine related to COVID-19;
 - 3. Is experiencing COVID-19 symptoms and is seeking a medical diagnosis;
 - 4. Is caring for an individual subject to an order described in (1) or self-quarantine as described in (2);
 - 5. Is caring for his or her child whose school or place of care is closed (or child care provider is unavailable) due to COVID-19 related reasons; or
 - 6. Is experiencing any other substantially-similar condition specified by the U.S. Department of Health and Human Services.
- B. An Employee will be paid at the following rates, dependent upon the qualifying reason for taking EPSL:
 - 1. If the employee qualifies for EPSL related to §II(A)(1), (2), or (3) above, 100% of their regular rate of pay, up to a maximum of \$511.00 daily, and \$5,110.00 in total;

LEAVES OF ABSENCE FOR COVID-19 QUALIFYING REASONS

2. If the employee qualifies for EPSL related to §II(A)(4), (5) or (6) above, two-thirds (2/3) of their regular rate of pay, up to \$200.00 daily, with a maximum to payout of 2,000 total;
- C. To be eligible for EPSL, an employee must have been employed by the District for a minimum of one (1) day.

III. Expanded FMLA

- A. Employees who have been employed for at least thirty (30) days prior to their leave request may be eligible for up to twelve (12) weeks of Expanded FMLA, ten (10) weeks of which may be partially paid for reasons related to §II(A)(5).
- B. An employee who qualifies for leave to care for a minor child who is between the ages of 15 and 17 (purpose 5 in §II(A)), or is over the age of 18 and unable to care for themselves because of disability, must provide special circumstances as to why this leave must be used.
- C. For Expanded FMLA, the District/BOCES requires that employees use any accruals for the hours the employee would otherwise be scheduled to work, as this is consistent with existing district policy and practices for other leave(s). Once this leave is exhausted, any additional leave shall be paid at 2/3 of their regular rate of pay, for up to ten (10) weeks of paid Expanded FMLA. Pay will not exceed \$200 per day and \$10,000 in total, or \$12,000 in total when using emergency paid sick leave for the first two weeks.

IV. Coordination with Paid Leave and Regular FMLA

- A. **OPTIONAL:** The District/BOCES will allow employees to elect to substitute any accrued vacation leave, personal leave, or medical or sick leave if the reason the leave is taken provides for partial paid leave under this Policy. The amount of paid leaves and use of accrued leave shall not exceed the employee's regular rate of pay.
- B. The total leave time available to an employee for the FMLA Policy, and this Policy, is twelve (12) weeks. Therefore, if an Employee has taken FMLA pursuant to existing District Policy his or her available leave time under this Policy will be reduced by the amount of time used, or that will be used, during the current year.
- C. COVID-19 FMLA Leave time is a supplemental benefit to the current FMLA provisions. The amount of leave provided for in this Policy does not carry over to the following year and expires on December 31, 2020.

V. Intermittent or Reduced Schedule Absence

- A. EPSL must be taken in full-day increments, and not intermittently, if the leave is being taken because:

LEAVES OF ABSENCE FOR COVID-19 QUALIFYING REASONS

1. An employee is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;
 2. An employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19;
 3. An employee is experiencing symptoms of COVID-19 and seeking a medical diagnosis;
 4. An employee is caring for an individual who either is subject to a quarantine or isolation order related to COVID-19 or has been advised by a health care provider to self-quarantine due to concerns related to COVID-19; or
 5. An employee is experiencing any other substantially similar condition specified by the Secretary of Health and Human Services.
- B. If requested by the employee he or she may take paid sick leave intermittently under expanded FMLA if the employee is caring for a minor child whose school or place of care is closed, or whose child care provider is unavailable due to COVID-19 related reasons.

VI. Information Provided by District to Employees

A notice explaining EPSL and FMLA+, and providing other required information, shall be posted physically in District buildings, and provided to employees, in a manner that complies with federal regulations. A copy of the general notice shall also be provided to each new employee.

VII. Information Provided by Employees to District

- A. The employee must provide the District with a written request for leave that includes the following information:
1. The employee's name;
 2. The date or dates for which leave is requested;
 3. A statement of the COVID-19 related reason the employee is requesting the leave and written support for the reason; and
 4. A statement that the employee is unable to work, including that the employee is unable to telework, for the qualifying reason.
- B. The written statement of support required under this Policy must include the following:
1. In the case of a quarantine or isolation order, or recommendation from his or her provider:
 - i. The name of the government entity ordering quarantine or the name of the healthcare provider advising self-quarantine or isolation; and
 - ii. If the employee is caring for an individual under a governmental order of quarantine or on recommendation of a healthcare provider, that person's name and relation to the employee.

LEAVES OF ABSENCE FOR COVID-19 QUALIFYING REASONS

2. In the case of an employee taking leave to care for a minor child whose school, daycare, or childcare provider is closed, or unavailable due to COVID-19 related reasons:
 - i. The name and age of the child or children to be cared for;
 - ii. The name of the school or place of care that has closed or unavailable;
 - iii. A representation that no other person will be providing care for the child during the period for which the employee is requesting leave; and
 - iv. If the care is for a child older than 14 during daylight hours, a statement that special circumstances exist requiring the employee to provide care.

- C. Employees shall responsively answer District questions intended to clarify whether an absence qualifies as an allowable absence, and to allow planning for the employee's absence.

VIII. Continuation of Health Care Insurance

- A. During any absence that qualifies for treatment under this Policy, the District shall maintain the employee's coverage under a group health insurance plan on the same conditions as coverage was provided prior to the absence. In addition,
 1. Any changes made to the scope or terms of coverage provided to active employees under the group health plan will be made available to an employee absent from work in accordance with this Policy.
 2. Notice of any opportunity to change plans or benefit levels that occurs while the employee is absent will be given to the employee.
 3. The District's continuation of group health plan benefits will end if circumstances occur that end, or would have ended, the employment relationship with the absent employee.
- B. During an allowable absence under this Policy and FMLA, an employee's obligation to pay group health insurance premiums continues. Notice of this obligation will be given at the time that the absence is designated as coming under this Policy.
 1. If paid leave is applied to an allowable absence, employee premium obligations shall be deducted from payroll in the usual manner.
 2. If the allowable absence is unpaid, the employee is required to make payment to the District at the time that a payroll deduction would otherwise have been processed by the District.
 - i. If the employee's payment is more than 30 days late, the Superintendent shall decide whether the District will exercise its right under FMLA to discontinue the employee's coverage.
 - ii. If an employee fails to make a payment, the Superintendent shall decide whether the District will exercise its right under FMLA to recover the amount from the employee.

LEAVES OF ABSENCE FOR COVID-19 QUALIFYING REASONS

IX. Reinstatement Rights

An employee absent for a purpose within the scope of this Policy and compliant with obligations under this Policy will be reinstated to their same or an equivalent position at the end of the absence, provided the employee continues to meet the qualifications for the position and the employee’s employment would not have been terminated or altered had the employee not been absent.

X. Superintendent Responsibility

The Superintendent, or his or her Designee, shall insure that required notices are properly posted in District buildings, that required information is distributed to staff members, and that supervisory personnel are familiar with the District’s obligations as it applies to EPSL and FMLA+, and the internal procedures for meeting those obligations.

Madison Central School District

Cross Ref: FMLA Policy 6300

Legal Ref: H.R. 6201; *COVID-19-Related Tax Credits for Required Paid Leave Provided by Small and Midsize Businesses FAQs* (IRS); *Families First Coronavirus Response Act: Questions and Answers* (U.S. Dept. of Labor FAQs (March 2020)); *COVID-19 and the Fair Labor Standards Act Questions and Answers* (U.S. Dept. of Labor FAQs (March 2020)); *COVID-19 and the Family and Medical Leave Act Questions and Answers* (U.S. Dept. of Labor FAQs (March 2020))

Adopted: _____