

ADMINISTRATION

JASON A. MITCHELL

Superintendent

BRIAN J. LAPELLA

*Director of Curriculum,
Instruction and Special
Education*

LARRY NICHOLS

Middle/High School Principal

LEEANN CUCCI

Elementary Principal

MELANIE BROUILLETTE

Treasurer



BOARD OF EDUCATION

JENNIFER LAVOIE

President

JONA SNYDER

Vice President

TOBIAS ABRAMS

LAURA BILLINGS

JESSICA CLARK

BRETT REITER

JENNAH TURNER

TRACEY LEWIS

District Clerk

Madison Central School District

7303 State Route 20, Madison, NY 13402

315-893-1878 • 315-893-7111 Fax

madisoncentralny.org

BOARD OF EDUCATION BUDGET WORKSHOP MEETING

APRIL 2, 2024

6:00 P.M. – AUDITORIUM

- I. Call to Order
- II. Agenda Additions
- III. Consent Agenda
 - a. Approval of Agenda for this meeting
 - b. Approval of Minutes
 1. March 19, 2024 Regular Meeting Minutes
- IV. Public Forum
- V. Reports
 - a. Superintendent – Information Items
 1. 2024-25 Budget Update
 - b. Superintendent – Approval Items
- VI. Old Business
- VII. Board of Education Discussion Items
- VIII. New Business
 - a. Personnel
 1. Rescind Previous Appointment
 - a. Amber Neiss - Stage Manager
 2. Appointments
 - a. Chelsea Schokker - Cook Manager at Step 3 effective August 5, 2024
 - b. Adam Jennett - Set Design
 - c. Jamie Turcotte - Stage Manager 50%
 - d. Kristin Smith - Stage Manager 50%
 3. Termination
 - a. Wendy Looman - Teaching Assistant effective May 3, 2024
- IX. Question & Answer Opportunity
- X. Adjournment

The Regular Meeting of the Board of Education of Madison Central School was held on March 19, 2024 at 6:00 pm in the cafeteria.

MEMBERS PRESENT: Mr. Tobias Abrams
Mrs. Laura Billings
Mrs. Jennifer Lavoie
Mr. Jona Snyder
Ms. Jennah Turner

MEMBERS ABSENT: Ms. Jessica Clark
Mr. Brett Reiter

OTHERS PRESENT: Mr. Jason Mitchell, Superintendent
Mr. Larry Nichols, Building Principal
Mrs. LeeAnn Cucci, Elementary Principal
Mr. Brian Latella, Director of Curriculum
Ms. Tracey Lewis, District Clerk

- I. Call to Order
 - a. Mrs. Lavoie, president, called the meeting to order at 6:01 pm.
- II. Agenda Additions
 - a. None
- III. Consent Agenda
 - a. Approval of Agenda for this meeting

MOTION # 1 - APPROVAL OF AGENDA

ON THE MOTION of Mr. Snyder, seconded by Mrs. Billings, the Board moved to approve the agenda for this meeting. Motion carried 4 yes, 0 no.

- b. Approval of Minutes
 - 1. March 5, 2024 Budget Workshop Meeting Minutes

MOTION # 2 - APPROVAL OF MINUTES

ON THE MOTION of Mr. Snyder, seconded by Mrs. Billings, the Board moved to approve the March 5, 2024 Budget Workshop Meeting Minutes. Motion carried 4 yes, 0 no.

- IV. Public Forum
 - a. None
- V. Reports
 - a. Treasurer
 - 1. Internal Claims Auditor's Report

MOTION # 3 - APPROVAL OF INTERNAL CLAIMS AUDITOR'S REPORT

ON THE MOTION of Mr. Snyder, seconded by Mrs. Billings, the Board moved to approve the Internal Claims Auditor's Report. Motion carried 4 yes, 0 no.

- 2. Treasurer's Report dated February 29, 2024

MOTION # 4 - APPROVAL OF TREASURER'S REPORT

ON THE MOTION of Mr. Snyder, seconded by Mrs. Billings, the Board moved to approve the February 29, 2024 Treasurer's Report. Motion carried 4 yes, 0 no.

3. Detail Warrants

MOTION # 5 - APPROVAL OF DETAIL WARRANTS

ON THE MOTION of Mr. Snyder, seconded by Mr. Abrams, the Board moved to approve the Detail Warrants as follow: Warrant Number 41 - Fund A - 2/2/24 - 5 pages, Warrant Number 42 - Fund A - 3/7/24 - 1 page, Warrant Number 43 - Fund A - 2/16/24 - 6 pages, Warrant Number 39 - Fund A - 3/7/24 - 6 pages, Warrant Number 16 - Fund C - 2/2/24 - 2 pages, Warrant Number 17 - Fund C - 2/16/24 - 1 page, Warrant Number 11 - Fund HBUS - 2/2/24 - 1 page, Warrant Number 12 - Fund HBUS - 2/16/24 - 1 page, Warrant Number 13 - Fund FA24 - 2/2/24 - 2 pages, Warrant Number 14 - Fund FA24 - 2/16/24 - 2 pages. Motion carried 4 yes, 0 no.

4. The Financial Status Report was shared.

b. Superintendent – Information Items

1. Mr. Mitchell provided a Capital Project update. The Town of Madison Board has agreed to gift the .66 acre to Madison Central School pending additional research by the Town's attorney.
2. The Legislative budget proposals are in and still being negotiated. The District expects the final numbers to be better than the Governor's original proposal.
3. The April 8th eclipse was discussed and Mr. Mitchell proposed making this a half day for all students, faculty and staff.
4. The unused emergency days were discussed with a proposal to use the three unused days on April 29, May 28 and June 26, 2024.

MOTION # 6 - APPROVAL OF CHANGE TO 2023-24 ACADEMIC CALENDAR USING EMERGENCY DAYS AND ADDING THE ECLIPSE HALF DAY

ON THE MOTION of Mr. Abrams, seconded by Mrs. Billings the Board moved to approve April 8, 2024 to be a half day for students, faculty and staff as well as using the unused emergency days on Monday, April 29, Tuesday, May 28 and Wednesday, June 26, 2024 pending the unanticipated use of any of those days between now and the end of the school year. Motion carried 4 yes, 0 no.

c. Superintendent – Approval Items

1. Approval of 2024-25 Madison Central School Academic Calendar

MOTION # 7 - APPROVAL OF 2024-25 ACADEMIC CALENDAR

ON THE MOTION of Mrs. Billings, seconded by Mr. Abrams, the Board moved to approve the 2024-25 Madison Central School Academic Calendar. Motion carried 4 yes, 0 no.

2. Approval to surplus 2 Ellipticals and 1 Recumbent Bicycle

MOTION # 8 - APPROVAL TO SURPLUS EXERCISE EQUIPMENT

ON THE MOTION of Mrs, Billings, seconded by Mr. Abrams, the Board moved to approve the surplus of exercise equipment including two ellipticals and one recumbent bicycle. Motion carried 4 yes, 0 no.

3. Approval to combine varsity baseball for the spring of 2024 with Brookfield at Madison

MOTION # 9 - APPROVAL TO COMBINE BASEBALL

ON THE MOTION of Mr. Snyder, seconded by Mr. Abrams, the Board moved to approve the combination with Brookfield Central School for Varsity Baseball for the Spring 2024 season. Motion carried 4 yes, 0 no.

4. Approval of Non-Resident Student entering grade 9 effective March 18, 2024 for the remainder of the 2023-24 school year

MOTION # 10 - APPROVAL OF NON-RESIDENT STUDENT APPLICATION

ON THE MOTION of Mrs. Billings, seconded by Mr. Abrams, the Board moved to approve the Non-Resident Application for a student entering grade 9 for the remainder of the 2023-24 school year effective March 18, 2024. Motion carried 4 yes, 0 no.

5. Approval to surplus library books as per list (Weeding Rational attached)

MOTION # 11 - APPROVAL TO SURPLUS LIBRARY BOOKS

ON THE MOTION of Mrs. Billings, seconded by Mr. Abrams the Board moved to approve the list of books to surplus from the library. Motion carried 4 yes, 0 no.

6. Approval of creation of one-time award of "Healthy You Scholarship" for a graduating senior

MOTION # 12 - APPROVAL TO CREATE ONE TIME GRADUATION AWARD

ON THE MOTION of Mr. Abrams, seconded by Mrs. Billings, the Board moved to approve the creation of a one-time graduation award entitled the "Healthy You Scholarship" for this year's graduation. Motion carried 4 yes, 0 no.

- VI. Committee Reports
 - a. The Policy Committee met and their recommendations are in this agenda. The committee has completed the review of the 7000 section and hopes to complete the 8000 section over the next several months.
- VII. Policy
 - a. The first reading of Policy # 7400 entitled "Communication and Other Electronic Devices" was done.
 - b. The first reading of Policy # 4408 entitled "Procurement: Uniform Grant Guidance for Federal Awards" was done.
 - c. Notice of Superintendent's Approval of changes to Regulation # 7400.2 entitled "Procedures for Granting Medical Exemptions to the Cell Phone Policy" was given.
- VIII. Old Business
 - a. None
- IX. Board of Education Discussion Items
 - a. The Board would like to thank the community and the HUB for all the support in feeding the cast and crew during the last several weeks of practicing.
- X. New Business
 - a. Personnel
 1. Appointments
 - a. James White - Boys Modified Baseball Coach

MOTION # 13 - APPROVAL OF APPOINTMENT

ON THE MOTION of Mr. Snyder, seconded by Mrs. Billings, the Board moved to approve the appointment of James White as the Modified Boys Baseball Coach for the Spring 2024 season. Motion carried 4 yes, 0 no.

2. Leave Requests
 - a. Corey Zlatniski - using accumulated sick time from approximately April 17, 2024 for a period of approximately two weeks
 - b. James White - Unpaid Leave for April 19, 2024

MOTION # 14 - APPROVAL OF LEAVE REQUESTS

ON THE MOTION of Mr. Snyder, seconded by Mr. Abrams, the Board moved to approve the leave requests as listed:

- a. Corey Zlatniski - using accumulated sick time from approximately April 17, 2024 for a period of approximately two weeks
- b. James White - Unpaid Leave for April 19, 2024

Motion carried 4 yes, 0 no.

- b. CSE/CPSE Recommendations – in official packet

MOTION # 15 - APPROVAL OF CSE/CPSE RECOMMENDATIONS

ON THE MOTION of Mr. Snyder, seconded by Mrs. Billings, the Board moved to approve the CSE/CPSE Recommendations as provided. Motion carried 4 yes, 0 no.

Ms. Turner arrived at 6:14 pm.

Mr. Snyder left at 6:15 pm.

c. Principal / Director Reports

1. Mr. Latella discussed the 2nd conference day which was held last Friday. ICAN helped with team building to start the day off and then curriculum was reviewed along with other professional development activities. May 3rd will be our last half day of Professional Development.
2. Mr. Nichols shared that he and Mrs. Bowen met with Bridges to discuss ways to create a counseling program as part of the process associated with vaping by students. He also congratulated all our scholar athletes and the entire girls varsity basketball team for being named a scholar team.
3. Mrs. Cucci discussed how the teaching staff is looking at the new math curriculum and that there are trainings planned for the faculty over the next several months. Lastly, she and Mrs. Barton are meeting with the full elementary and special education faculty members on Tuesday mornings during congruent time completing a book study on math instruction.

XI. Correspondence

- a. The Connected Community Schools Report was shared.
- b. The Library Media Report for February 2024 was shared.

XII. Question & Answer Opportunity

- a. None

XIII. Adjournment

MOTION # 16 - ADJOURNMENT

ON THE MOTION of Mr. Abrams, seconded by Mrs. Billings, the Board moved to adjourn the meeting at 6:20 pm. Motion carried 4 yes, 0 no.

FISCAL MANAGEMENT

PROCUREMENT: UNIFORM GRANT GUIDANCE FOR FEDERAL AWARDS

- I. The Madison Central School District will follow all applicable requirements in the Uniform Grant Guidance and the Code of Federal Regulations (2 C.F.R Part 200) whenever it procures goods or services using federal grant funds awarded through formula and/or discretionary grants, including funds awarded by the United States Department of Education as grants or funds awarded to a pass-through entity, such as the New York State Education Department, for subgrants.

II. Uniform Grant Guidance Requirements

~~Under Uniform Grant Guidance the District will implement policies and procedures, including but not limited to:~~

The District shall comply with Uniform Grant Guidance requirements for federal and state funded grants and implement any necessary procedures for doing so. This includes, but is not limited to:

- A. Use its own documented procurement procedures which reflect applicable state, local and tribal laws and regulations, provided that the procurements conform to applicable federal law and the standards identified in the Uniform Grant Guidance. As such, District/BOCES procurements related to Federal grants will be subject to New York State General Municipal Law, this policy, and Uniform Guidance regulations and requirements.
- B. Establish and maintain effective internal controls that provide reasonable assurance that the District is managing the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award. Internal controls means a process implemented by the District designed to provide reasonable assurance regarding the achievement of objectives in the following categories:
1. Effectiveness and efficiency of operations;
 2. Reliability of reporting for internal and external use; and
 3. Compliance with applicable laws and regulations
- C. Comply with federal statutes, regulations, and the terms and conditions of the federal awards.
- D. Evaluate and monitor the District's compliance with statutes, regulations, and the terms and conditions of federal awards.

PROCUREMENT: UNIFORM GRANT GUIDANCE FOR FEDERAL AWARDS

- E. Take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings.
- F. Take reasonable measures to safeguard protected personally identifiable information and other information the federal awarding agency or pass-through entity designates as sensitive or the District considers sensitive consistent with applicable federal, state, local, and tribal laws regarding privacy and obligations of confidentiality.
- G. Maintain oversight to ensure contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.
- H. Maintain standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts.
- I. No employee, officer or agent may participate in the selection, award or administration of a contract supported by a Federal Award if he or she has a real or apparent conflict of interest.
- J. Have procurement procedures in place to avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical procurement approach, including analyzing other means described in §200.318 of the Uniform Guidance to ensure appropriate and economical acquisitions.
- K. Award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to matters such as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.
- L. Maintain records that sufficiently detail the history of the procurement including, but not limited to:
 - 1. Rationale for the method of procurement;

PROCUREMENT: UNIFORM GRANT GUIDANCE FOR FEDERAL AWARDS

2. Selection of contract type;
 3. Contractor selection or rejection; and
 4. The basis for the contract price.
- M. Use time and material contracts, only after a determination, in writing, that no other contract is suitable.
- N. Conduct all procurement transactions in a manner providing full and open competition consistent with the standards of the Uniform Grant Guidance, or state and local procurement thresholds, whichever is most restrictive.
- O. Conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable federal statutes expressly mandate or encourage geographic preference.
- P. Have written procedures for procurement to ensure that all solicitations:
1. Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured; and
 2. Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids.
- Q. Ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition.
- R. Use one of the five acceptable procurement methodologies detailed in §200.320 which include:
1. Micro-purchases;
 2. Small purchase procedures;
 3. Sealed bids;
 4. Competitive proposals; and
 5. Noncompetitive proposals.
- S. Have a written method for conducting technical evaluations of the proposals received and for selecting recipients. The District will make available, upon

PROCUREMENT: UNIFORM GRANT GUIDANCE FOR FEDERAL AWARDS

request of the federal awarding agency or pass-through entity, technical specifications on proposed procurements where the federal awarding agency or pass-through entity believes such review is needed.

- T. As appropriate and consistent with the law and regulations, the District/BOCES should, to the extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products.) This requirement must be included in all sub-awards, including contracts and purchase orders for work or products under the award.
- U. Take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.
- V. Include in all contracts made by the District the applicable provisions contained in Appendix II of the Uniform Grant Guidance -- Contract Provisions for Non-Federal Entity Contracts Under Federal Awards.
- W. Perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications.
- X. Negotiate profit as a separate element of the price for each contract in which there is not price competition and in all cases where an analysis is performed.
- Y. Comply with the non-procurement debarment and suspension standards which prohibit awarding contracts to parties listed on the government-wide exclusions in the System for Award Management (SAM).

III. Implementation

All procedures and practices must be done in accordance with these and any other applicable state and federal regulations. The Superintendent or designee shall create specific protocols and procedures to ensure compliance with this Policy and the federal Uniform Grant Guidance requirements, including ensuring the District is up to date with any modification to the federal and state regulations.

PROCUREMENT: UNIFORM GRANT GUIDANCE FOR FEDERAL AWARDS

Madison Central School District

Legal Ref: 2 CFR Part 200 (et seq.); 2 CFR §§ ~~200.61~~ 184, 200.1, 200.303, 200.318,
200.319, 200.320, 200.321, 200.322, 200.323, 200.326, and 200.331

Adopted: 07/09/19

Revised: _____

STUDENTS

COMMUNICATION AND OTHER ELECTRONIC DEVICES

- A. The use of cell phones, ipods, electronic video or audio games, and other electronic communication devices is prohibited during the school day for students in grades Pre-k - 8th. Students in grades 9-12 are allowed to use electronic devices under the parameters of the student handbook.
- B. Violation of this policy shall be considered an act of insubordination and may result in student discipline consistent with the provisions of the Student Code of Conduct and/or confiscation of the device.
- C. If the School confiscates a cell phone, ipod, electronic video or audio game, or other electronic communication device, the principal/designee shall contact the student's parent and arrange for the parent to appear in person to pick up the device. The cell phone, ipod, electronic video or audio game or other electronic communication device should be maintained and secured by the school until it is claimed by the parent. If the parent fails to pick up such property within 10 school days, it shall be deemed abandoned and the school shall dispose of the item. A second violation of this policy will result in the cell phone, ipod, beeper, electronic video or audio game and/or other electronic communication device being returned only after the expiration of a thirty (30) day period.
- D. The school district absolves itself from any liability for lost or stolen personal property such as electronic devices.

Madison Central School District

Adopted: 08/18/09

Revised: 04/06/10, 02/11/14, 11/18/15, 06/07/17, _____



MADISON CONNECTED

COMMUNITY SCHOOLS



MARCH 2024



Let's



'bout Math

NBT Bank joined Project Manager Michele and Ms. Barton for a night of math related games, walking tacos, and bank education. Families were able to have dinner and enjoy time playing together while all centered around math!

CONNECTED
MADISON
NEWSLETTER

TABLE OF CONTENTS

HUB Happenings • P. 2 - 4

LINK • P. 5



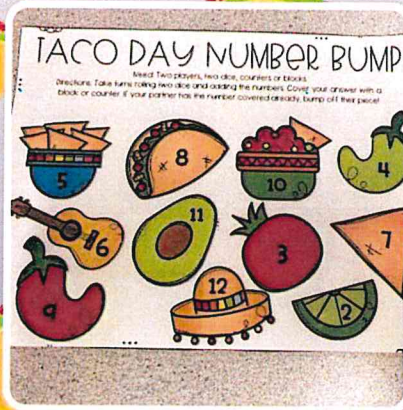
MADISON
CONNECTED

COMMUNITY SCHOOLS

HUB HAPPENINGS



about Math continued





**MADISON
CONNECTED**
COMMUNITY SCHOOLS

HUB HAPPENINGS



Both kindergarten classes were able to make a wooden snowman craft in art to take home and display. Wood blocks were cut and painted by Mr. Kevilles technology class and then given to the kindergarteners. Finger Paint was used to make eyes and mouths and gloves donated by the HUB and twine donated by Mrs. Brouillette finished off the hats. Fun was had by all!

Donations



Outgoing donations to Creekside Community Center continue from the Madison HUB. As clothing styles and seasons change, so does the offering in the HUB and any unused items or over abundance of items are moved out and donated to the Creekside Community Center Thrift store. Partnering in times of need and in times of abundance keep both initiatives running!

Our community partner, Valley Propane has been gracious to donate cash to be used to benefit students in Connected Madison. This month we were able to purchase loop scissors, which is a vital tool for students that struggle to use regular scissors. Our OT staff suggested this item for a few students and Connected Madison purchased 6 pairs to keep in the classrooms for those that need them. Thank you Valley Propane!

HUB HAPPENINGS

Open Gym



Students were able to come and enjoy the gym and play over winter break. Ms. Barton and Project Manager Michele played along too! Basketball, scooters, board games, puzzles and snacks made for a great time of bonding!



“
**How can I help you today and make
your tomorrow better?**
”

If you know someone that may need help, our LINK system is here to assist with any struggle, worries, or needs that may arise. If you see someone in need of help (whether it's tangible items, assistance with housing, mental health, primary care, or anything) please contact one of us.

Connected Madison Team



Michele Bowen

**YOUR MADISON
PROJECT MANAGER**



315-271-8848



micheleb@connectedcs.org