

The Regular Meeting of the Board of Education of Madison Central School was held on September 19, 2023 at 6:00 pm in the auditorium.

**MEMBERS PRESENT:** Mr. Tobias Abrams  
Mrs. Laura Billings  
Ms. Jessica Clark  
Mrs. Jennifer Lavoie  
Mr. Brett Reiter  
Ms. Jennah Turner - 6:20 pm

**MEMBERS ABSENT:** Mr. Jona Snyder

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

- I. Call to Order
  - a. Mrs. Lavoie, president, called the meeting to order at 6:07 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. Abrams, seconded by Mrs. Billings, the Board moved to approve the agenda for this meeting. Motion carried 5 yes, 0 no.

- b. Approval of Minutes
  1. August 15, 2023 Regular Meeting Minutes
  2. August 31, 2023 Special Meeting Minutes

**MOTION # 2 - APPROVAL OF MINUTES**

ON THE MOTION of Mrs. Billings, seconded by Mr. Abrams, the board moved to approve the minutes from the August 15, 2023 Regular Meeting and the August 31, 2023 Special Meeting Minutes. Motion carried 5 yes, 0 no.

- IV. Public Forum
  - a. None
- V. Presentations
  - a. A presentation on the Summer LEAP Program was presented by Amanda Barton, with assistance from Anna, Gracie and Ayden Zbock. The program served 92 children whom all were offered breakfast and lunch, as well as a snack bag being sent home at the end of each week. There was a career day and a student play. The presentation closed with a slide show highlighting the activities.

Ms. Turner arrived at 6:20 pm.

- b. Mrs. Barton presented an overview of her job responsibilities and her 2023-24 Instructional Coaching plan.

VI. Reports

a. Treasurer

1. Internal Claims Auditor's Report

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

ON THE MOTION of Ms. Clark, seconded by Ms. Turner, the Board moved to approve the Internal Claims Auditor's Report. Motion carried 6 yes, 0 no.

2. Treasurer's Reports

a. June 30, 2023

b. July 31, 2023

**MOTION # 4 - APPROVAL OF TREASURER'S REPORTS**

ON THE MOTION of Ms. Clark, seconded by Ms. Turner, the Board moved to approve the June 30, 2023 and July 31, 2023 Treasurer's Reports. Motion carried 6 yes, 0 no.

3. Detail Warrants

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

ON THE MOTION of Ms. Turner, seconded by Mr. Reiter, the Board moved to approve the Detail Warrants as follow: Warrant Number 3 - Fund A - 7/10/23 - 3 pages, Warrant Number 4 - Fund A - 7/21/23 - 5 pages, Warrant Number 5 - Fund A - 8/4/23 - 1 page, Warrant Number 1 - Fund A - 8/4/23 - 2 pages, Warrant Number 1 - Fund C - 7/21/23 - 2 pages, Warrant Number 1 - Fund HBUS - 7/21/23 - 1 page, Warrant Number 1 - Fund FA23 - 7/10/23 - 1 page, Warrant Number 2 - Fund FA23 - 7/21/23 - 2 pages. Motion carried 6 yes, 0 no.

4. The Financial Status Report was shared.

b. Superintendent – Information Items

1. Mr. Mitchell gave a Capital Project update. Unfortunately, the project is behind schedule, primarily due to supply shortages.
2. Mr. Mitchell provided a Playground and Basketball Court project update. Again, due to a delay in receiving the poles for the basketball hoops, the project has been delayed. However, it is anticipated that the poles will be installed this week and the final coat of asphalt will be laid which will allow the area to open to the public very soon.
3. Out-of-District Athletics and transportations issues were discussed. The board received communication from a student advocating for transportation and offering solutions. The biggest factors making this request complicated are the lack of bus drivers and the ability to provide the same service to all sports seasons consistently throughout the year. This topic will continue to be looked at to try to find solutions. The Board supports the idea of providing transportation for out-of-district athletics if we are able.

c. Superintendent – Approval Items

1. Approval of Teacher Lead Evaluators for 2023-24

a. Superintendent - Jason A. Mitchell

b. Building Principal - Larry Nichols

c. Director of Curriculum, Instruction and Special Education - Brian Latella

**MOTION # 6 - APPROVAL OF LEAD EVALUATORS**

ON THE MOTION of Mr. Abrams, seconded by Mrs. Billings, the Board moved to approve Superintendent, Jason A. Mitchell, Building Principal, Larry Nichols and Director of Curriculum, Instruction and Special Education, Brian Latella as Lead Evaluators for the 2023-24 school year. Motion carried 6 yes, 0 no.

2. Approval of Oneida County Preschool Related Service Contract for July 1, 2022 through June 30, 2025

**MOTION # 7 - APPROVAL OF ONEIDA COUNTY PRESCHOOL SERVICE CONTRACT**

ON THE MOTION of Mrs. Billings, seconded by Mr. Reiter, the Board moved to approve the Oneida County Preschool Related Service Contract for July 1, 2022 through June 30, 2025. Motion carried 6 yes, 0 no.

3. Approval of Service Agreement with the Kelberman Center, Inc. for September 1, 2023 through June 30, 2024

**MOTION # 8 - APPROVAL OF SERVICE AGREEMENT WITH THE KELBERMAN CENTER, INC.**

ON THE MOTION of Mrs. Billings, seconded by Ms. Turner, the Board moved to approve the Service Agreement with the Kelberman Center, Inc. for September 1, 2023 through June 30, 2024. Motion carried 6 yes, 0 no.

4. DCIP (District Comprehensive Improvement Plan)
5. SCEP (School Comprehensive Education Plan)

**MOTION # 9 - APPROVAL OF DCIP AND SCEP**

ON THE MOTION of Ms. Clark, seconded by Mrs. Billings, the Board moved to approve the DCIP (District Comprehensive Improvement Plan) and the SCEP (School Comprehensive Education Plan). Motion carried 6 yes, 0 no.

6. Approval of FFA Overnight Trip to National Convention October 30-November 4, 2023

**MOTION # 10 - APPROVAL OF FFA TRIP**

ON THE MOTION of Ms. Turner, seconded by Ms. Clark, the Board moved to approve the FFA Overnight Trip to the National Convention from October 30 through November 4, 2023. Motion carried 6 yes, 0 no.

7. Approval of school tax adjustment

**MOTION # 11 - APPROVAL OF TAX ADJUSTMENT**

ON THE MOTION of Ms. Clark, seconded by Mr. Reiter, the Board moved to approve the school tax adjustment as provided. Motion carried 6 yes, 0 no.

8. Approval of Non-Resident application for 2023-24
  - a. Student entering 1st grade
  - b. Student entering 3rd grade
  - c. Student entering 6th grade

**MOTION # 12 - APPROVAL OF NON-RESIDENT STUDENTS**

ON THE MOTION of Mrs. Billings, seconded by Ms. Turner, the Board moved to approve the applications for 3 students entering the 2023-24 school year as non-resident students. Motion carried 6 yes, 0 no.

VII. Committee Reports

- a. None

VIII. Policy

- a. None

IX. Old Business

- a. None

X. Board of Education Discussion Items

- a. None

XI. New Business

- a. Personnel

1. Resignation
  - a. Jessica Lollman - Teacher Aide effective September 20, 2023

**MOTION # 13 - ACCEPTANCE OF RESIGNATION FOR PURPOSE OF OTHER EMPLOYMENT WITHIN THE DISTRICT**

ON THE MOTION of Mrs. Billings, seconded by Ms. Turner, the Board moved to accept the resignation of Jessica Lollman as a Teacher Aide effective September 5, 2023 for the purpose of other employment within the District. Motion carried 6 yes, 0 no.

2. Appointments
  - a. James White - Long-Term Substitute Teacher for Special Education effective September 5, 2023 for the 2023-24 school year
  - b. Wendy Looman - Probationary Full-Time Teaching Assistant effective September 5, 2023 with tenure anticipated for September 5, 2026, at Step 7 as per contract
  - c. Marissa Fall - Probationary Full-Time Teacher Aide effective September 11, 2023 at Step 1 as per contract
  - d. Jessica Lollman - Probationary Full-Time Teaching Assistant effective September 20, 2023 with tenure anticipated for September 20, 2027 at Step 1
  - e. Lyncoln Belden - Non-Certified Substitute Teacher effective September 11, 2023
  - f. Bryce Daskiewich - Non-Certified Substitute Teacher effective September 19, 2023
  - g. William Hunter - Foreign Language Club Advisor for the 2023-24 school year

**MOTION # 14 - APPROVAL OF APPOINTMENTS**

ON THE MOTION of Mrs. Billings, seconded by Ms. Turner, the Board moved to approve the following appointments:

- a. James White - Long-Term Substitute Teacher for Special Education effective September 5, 2023 for the 2023-24 school year
- b. Wendy Looman - Probationary Full-Time Teaching Assistant effective September 5, 2023 with tenure anticipated for September 5, 2026, at Step 7 as per contract
- c. Marissa Fall - Probationary Full-Time Teacher Aide effective September 11, 2023 at Step 1 as per contract
- d. Jessica Lollman - Probationary Full-Time Teaching Assistant effective September 20, 2023 with tenure anticipated for September 20, 2027 at Step 1
- e. Lyncoln Belden - Non-Certified Substitute Teacher effective September 11, 2023
- f. Bryce Daskiewich - Non-Certified Substitute Teacher effective September 19, 2023
- g. William Hunter - Foreign Language Club Advisor for the 2023-24 school year

Motion carried 6 yes, 0 no.

3. Mentors
  - a. Mr. Hill for Mr. White

**MOTION # 15 - APPROVAL OF MENTOR**

ON THE MOTION of Ms. Clark, seconded by Mr. Reiter, the Board moved to approve Mr. Hill as mentor to Mr. White for the 2023-24 school year. Motion carried 6 yes, 0 no.

4. Leave Request
  - a. Amanda McCormick - FMLA from approximately November 14, 2023 through January 2, 2024

**MOTION # 16 - APPROVAL OF LEAVE REQUEST**

ON THE MOTION of Ms. Clark, seconded by Ms. Turner, the Board moved to approve the leave request of Amanda McCormick for FMLA from approximately November 14, 2023 through January 2, 2024. Motion carried 6 yes, 0 no.

b. CSE/CPSE Recommendations – in official packet

**MOTION # 17 - APPROVAL OF CSE/CPSE RECOMMENDATIONS**

ON THE MOTION of Mrs. Billings, seconded by Ms. Clark, the Board moved to approve the CSE/CPSE Recommendations. Motion carried 6 yes, 0 no.

c. Principal / Director Reports

1. Mrs. Cucci shared that there are several field trip requests coming through and the Community Reads program has started which is an academic after school program provided through Colgate University designed to serve 2nd grade students. We currently have 9 students enrolled.
2. Mr. Nichols discussed the continued concerns about students vaping struggles and options that the District is exploring to help educate students on the dangers of vaping. He is also working on creating structured study halls which will provide specific course academic support to students who can benefit from this time.
3. Mr. Latella shared that the school year is off to a great start and kudos to all the staff for all that they do.

XII. Correspondence

a. None

XIII. Question & Answer Opportunity

a. None

XIV. Executive Session

a. To discuss a public safety matter

**MOTION # 18 - ENTER EXECUTIVE SESSION**

ON THE MOTION of Mrs. Billings, seconded by Mr. Reiter, the Board moved to enter into Executive Session to discuss a public safety matter at 7:09 pm. Motion carried 6 yes, 0 no.

XV. Adjourn Executive Session

**MOTION # 19 - ADJOURN EXECUTIVE SESSION**

ON THE MOTION of Mr. Abrams, seconded by Mrs. Billings, the Board moved to adjourn Executive Session at 7:39 pm. Motion carried 6 yes, 0 no.

XVI. Adjournment

**MOTION # 20 - ADJOURNMENT**

ON THE MOTION of Ms. Clark, seconded by Mrs. Billings, the Board moved to adjourn for the evening at 7:30 pm. Motion carried 6 yes, 0 no.

# Memorandum of Understanding

## I. General Provisions

This Agreement signifies a non-legally binding collaboration between the Madison Central School (Community Partner) and the Max A. Shacknai Center for Outreach, Volunteerism and Education (COVE). Mad-Crafts, Madison Mentors, Mad Elementary, Ophieli's Girls, Mad Tutors, and Green Earth Gang.

### Terminology

*Community Partner Staff:* Employees or volunteers recruited by the Community Partner.

*COVE Staff:* Paid employees or volunteers working with the Max Shacknai COVE.

*Team Leader:* The Colgate student overseeing the work of the Colgate volunteers.

*Team Members:* Individual Colgate students volunteering with Team.

*Participants:* Any individual involved in the Partnership's implementation, delivery, and/or benefit.

## II. Purpose

The Agreement serves to clarify the roles and responsibilities of the parties involved, but it does not affix any legal responsibility to them. The Community Partner and the COVE enter into this Agreement with the shared mission of providing \_\_\_\_\_

\_\_\_\_\_  
(describe shared objectives of the partnership)

## III. Administrative Provisions

- A. This Agreement will come into effect on 08/25/23 (start date) and will remain in place until 08/15/2026 (end date). Any modifications to the Agreement after that should be arrived at by both parties and finalized in writing.
- B. The Team Leader, working with the appropriate Community Partner Staff and COVE staff, agree to assume the following responsibilities:
- 1) Treat all of the Community Partner staff and Participants with respect and dignity.
  - 2) Work with the Community Partner and Participants in creating a vision for the Partnership.
  - 3) Notify COVE Staff and Community Partner if any changes or concerns related to the Partnership arise.
  - 4) Notify COVE Staff and Community Partner immediately if an emergency situation arises.
  - 5) Meet weekly with COVE Staff to discuss the execution of the Partnership.
  - 6) Meet with Team Members and Community Partner Staff serving as the principal contact for the COVE.
  - 7) Coordinate Team Member training and orientation necessary for work with the Community Partner and Participants.
  - 8) Coordinate transportation arrangements to the service site compliant with COVE policies.
  - 9) Coordinate system for logging service members and hours compliant with COVE policies.
  - 10) Set protocol for selecting new leadership.
- C. Team Members, working with the Community Partner Staff and Team Leader, agree to assume the following responsibilities:
- 1) Treat with respect and dignity all of the Community Partner staff and Participants.
  - 2) Follow through with their commitments to the Community Partner and the COVE to the best of their ability.
  - 3) Notify the COVE staff and Community Partner if any changes related to the Partnership arise.
  - 4) Notify COVE Staff and Community Partner immediately if an emergency situation arises.
  - 5) Attend Team meetings to reflect/assess, plan service and events, and discuss the social issues being addressed by the Partnership, including an orientation meeting.
  - 6) Arrive at service site(s) with adequate time to set-up and prepare for service and have all supplies necessary to perform service including appropriate dress.
  - 7) Log service hours, tasks, and number of participants of the project after each session.

- D. Community Partner Staff, working with the Team Leader, Team Members, and COVE Staff, agree to assume the following responsibilities:
- 1) Treat all of the Participants and Team Members with respect and dignity.
  - 2) Supervise and provide feedback to Team Members while at the service site.
  - 3) Provide safe conditions under which Team Members will volunteer at the service site.
  - 4) Notify COVE Staff if any changes related to the Partnership arise.
  - 5) Notify COVE Staff immediately if an emergency situation arises.
  - 6) Meet with Team Leader to assess Partnership and provide support.
  - 7) Provide an orientation about the Community Partner and the issues surrounding the Community Partner's work to the Team Members.
  - 8) Work with COVE Staff and Team Leader to troubleshoot any issues arising in the Partnership.

- E. The COVE Staff, working with the Team Members and Community Partner Staff, agree to assume the following responsibilities:
- 1) Treat all of the Community Partner Staff, Participants and Team Members with respect and dignity.
  - 2) Meet weekly with Team Leader(s) to assess service activities and provide information relevant to the work of the Team.
  - 3) Provide fiscal controls to funds supporting Team Leader and Team Member transportation, activities, and training related to the Partnership.
  - 4) Notify Community Partner if any changes related to the Partnership arise.
  - 5) Meet with Community Partner to review Partnership and provide support.
  - 6) Assist in ensuring the Team Members and Team Leaders receive appropriate training and orientation in relation to the Partnership. .
  - 7) Work with Team Leaders and Community Partner in designing evaluations of the Partnership's success.
  - 8) Work with COVE Staff and Team Leader to troubleshoot any issues arising in the Partnership.

**IV.Liability**

The responsibilities outlined above do not constitute an exhaustive list, nor does this document assign or protect anyone from their legal obligations or lawsuits that may arise from the joint work of the Community Partner and Max A. Shacknai COVE Team. The Agreement is not legally binding to any degree and can be terminated by either party in writing at any time.

**V. Signatures supporting this Partnership Agreement**

\_\_\_\_\_ Date \_\_\_\_\_  
 Max A. Shacknai COVE Staff Member

\_\_\_\_\_ Date \_\_\_\_\_  
 Director of the Max A. Shacknai COVE

\_\_\_\_\_ Date \_\_\_\_\_  
 Community Partner Staff Member

**CLINICAL EXPERIENCE AGREEMENT**

**BETWEEN**

**MADISON CENTRAL SCHOOL DISTRICT**

**AND**

**COLGATE UNIVERSITY**

THIS AGREEMENT, effective the 1<sup>st</sup> day of November 2023, is entered into by and between MADISON CENTRAL SCHOOL DISTRICT, with a principal place of business at 7303 State Route 20 (hereinafter "MADISON"), and COLGATE UNIVERSITY, an educational institution with a principal place of business at 13 Oak Drive, Hamilton, NY 13346 (hereinafter "COLGATE").

**WHEREAS**, COLGATE prepares students for professional careers in education, and, as part of the preparation, arranges field instruction/practical training/student teaching experiences for its students; and

**WHEREAS**, as a prerequisite to the granting of said degrees in each program, matriculated students at COLGATE are required to perform on-site training as part of their clinical studies; and

**WHEREAS**, COLGATE shall be responsible for curriculum planning, admission, administration, matriculation requirements and faculty appointments as required by the accrediting agency and each program; and

**WHEREAS**, MADISON recognizes the need for and desires to aid in the educational development of the students, has the facilities for the instruction of on-site studies of said students and is willing to make its facilities available for such purposes; and

**WHEREAS**, the parties desire to set forth their respective rights and responsibilities under this Agreement.

**NOW**, in consideration of the foregoing and the mutual benefits bestowed upon the parties to this Agreement, the amount and sufficiency of which are hereby acknowledged, it is agreed as follows:

**1. TERM:**

This Agreement shall commence on the 1<sup>st</sup> day of November and terminate 31th of October 2028, unless sooner terminated in accordance with terms and provisions of this Agreement. This Agreement may be renewed for additional terms upon each party providing the other with written agreement to renew.



## **2. STUDENT CLINICAL PROGRAM PLACEMENT:**

- a. During the term of this Agreement, COLGATE may place students with MADISON for Student Clinical Program(s). MADISON shall have the primary discretion to offer as many, as few, no such Programs as it may determine.
- b. The exact start date and completion date for each Student Clinical Program shall be mutually agreed upon at least thirty (30) days prior to the start date of the Student Clinical Program, unless otherwise mutually agreed upon between the parties.
- c. COLGATE students who are placed in a Student Clinical Program at Hamilton shall be supervised by COLGATE'S Faculty Advisor, who shall communicate with MADISON administrators to place students in the optimal setting for the student and cooperating teacher(s).
- d. The relationship between COLGATE and MADISON at all times shall be that of independent contractors. Students of COLGATE shall be considered students and shall not be deemed to be employees, officers, and/or agents of COLGATE or MADISON. Each student is placed with MADISON to receive educational credit and clinical experience as part of their academic curriculum. COLGATE shall be responsible for establishing all curriculum obligations and said experiences at COLGATE shall be performed under supervision of designated COLGATE officials. COLGATE shall retain the ultimate and sole responsibility for all oversight supervision, direction and control of instruction.
- e. It is agreed to and understood by the parties that the Program, as implemented, is similar to training which would be given in an educational environment and is for the benefit of participating student(s). It is further agreed to and understood that the student does not replace regular MADISON employees, but works under close supervision of existing MADISON staff and that the student is not entitled to a job upon conclusion of the Program. Lastly, it is agreed to and understood that MADISON provides training to the student and derives no immediate advantage from the activities of the student.

## **3. COLGATE RESPONSIBILITIES:**

- a. Subject to any applicable laws, rules or regulations, including, but not necessarily limited to, the applicable mandates and restrictions of HIPAA and FERPA, including any respective amendments thereto, COLGATE shall supply or require the student, as a condition of participation in the Program, to supply reasonable and necessary information requested by MADISON to further the students' participation in the Program. Such information, if in addition to the requirements set forth herein, shall be mutually agreed upon and set forth in each individual student's Plan.
- b. COLGATE shall place students in the Program who have satisfactorily completed the academic prerequisites to participate in said Program, and who are adequately trained and knowledgeable to participate in said Program.
- c. As consideration for MADISON providing practicum and student teaching experiences for its students, COLGATE desires to provide nominal monetary

or material compensation to cooperating teachers. Such compensation is contingent upon cooperating teachers' completion of a full mentoring commitment including participation in professional development provided by COLGATE as well as involvement in the Teacher Advisory Council. COLGATE assumes any and all responsibility for such compensation and any and all liability for any taxation, reporting or other treatment associated with same.

- d. COLGATE agrees to indemnify and hold MADISON, its officers, employees and/or agents harmless from and against claims, demands, costs and expenses (including reasonable attorney's fees and disbursements) and liabilities for bodily injury and property damage for or in connection with any negligent act or omission of COLGATE, its officers, employees or agents acting within the scope of their duties arising from this Agreement, unless such act or omission was caused by MADISON or was under the control or direction of MADISON. This provision shall survive termination of this Agreement for a period of five (5) years from the date of termination.
- e. COLGATE agrees to comply and have all participating students comply with both FERPA and New York State Law 2-d, as applicable. The purpose of this Agreement may require the disclosure of certain personally identifiable student information (hereafter referred to as "PII") as defined by New York State Education Law 2-d (l) (d) and (j). Accordingly, it is anticipated that the performance of this Agreement will involve disclosure to COLGATE and/or participating students of such data. The exclusive purpose for which the referenced PII will be used is the training of students contemplated under this Agreement, as more fully described within. Upon expiration of this Agreement, COLGATE and any participating students must securely return all PII to MADISON, or securely destroy all PII if ordered by MADISON to do so, that remains in its possession. If PII is disclosed to COLGATE and participating students by MADISON during the term of this agreement, COLGATE and its students must additionally comply with the following express requirements of New York State Education Law 2-d (Chapter 56, Subpart L of the Laws of 2014), any implementing regulations and/or any data privacy security/ privacy policy adopted by MADISON:
  - i. Any students, officers or employees of COLGATE and its assignees who have access to MADISON student data or teacher or principal data have received or will receive training on the federal and state law governing confidentiality of such data prior to receiving access;
  - ii. Limit internal access to education records to those individuals that are determined to have legitimate educational interests;
  - iii. Not use the education records for any other purposes than those explicitly authorized in its contract;
  - iv. Except for students, officers or employees of COLGATE to the extent they are carrying out the contract, not disclose any personally identifiable information to any other party:
    - a. Without the prior written consent of the parent or eligible MADISON students; or

- b. Unless required by statute or court order and the party provides a notice of the disclosure to the department, MADISON's board of education, or institution that provided the information no later than the time the information is disclosed, unless providing notice of the disclosure is expressly prohibited by the statute or court order;
- v. Maintain reasonable administrative, technical and physical safeguards to protect the security, confidentiality and integrity of personally identifiable student information in its custody; and
- vi. Use encryption technology consistent with Education Law 2-d and any implementing regulations.
- f. COLGATE shall require student(s), as a condition of participating in said Program, to follow the administrative policies, standards, and practices of MADISON which have been provided to COLGATE and the student during the Program. MADISON shall provide COLGATE and the student(s) with copies of any such rules, policies and/or regulations prior to the commencement of the Program.

**4. MADISON RESPONSIBILITIES:**

- a. MADISON shall provide for COLGATE students' Internet access during the placement, subject to the District's Acceptable Use Policy and Procedures.
- b. MADISON shall notify COLGATE of any change of proposed change of the clinical coordinator.
- c. MADISON shall permit participating students to attend selected professional development events, as deemed appropriate by MADISON.
- d. MADISON shall review COLGATE'S applicable practicum and student teaching handbook that outlines expectations.
- e. To the extent permitted by law and not otherwise covered by applicable insurance, MADISON agrees to indemnify and hold COLGATE, its officers, employees and/or agents harmless from and against claims, demands, costs and expenses(including reasonable attorneys' fees and disbursements) and liabilities for bodily injury and property damage for or in connection with any negligent act or omission of MADISON, its officers, employees or agents acting within the scope of their duties arising from the Agreement, unless such act or omission was caused by COLGATE or was under the control or direction of COLGATE. This provision shall survive termination of this Agreement for a period of five (5) years from the date of termination.

**5. LIABILITY INSURANCE COVERAGE/CLAIMS:**

- a. Each party shall purchase and maintain, or show existing proof of, professional liability insurance in the minimum amounts of two million dollars (\$2,000,000.00) each claim/four million dollars (\$4,000,000.00) aggregate, per policy year, and general liability insurance with minimum

limits of one million dollars (\$1,000,000.00) each person/three million dollars (\$3,000,000.00) each occurrence, combined bodily injury and property damage covering the insured said Party and the activities of the faculty, employees, officers and agents. Said insurance shall be occurrence-based liability insurance (or the equivalent combination of claims made-based insurance with appropriate "tail" coverage). Each party shall provide the other annually with suitable insurance certificates to indicate such coverage and also include a thirty (30) day notice to the other of an event of cancellation, non-renewal or material change with respect to each policy.

**6. TERMINATION OF AGREEMENT:**

Either party may terminate this Agreement on thirty (3) days prior written notice to the other party.

**7. GOVERNING LAW:**

This Agreement shall be deemed to have been executed and delivered in the State of New York and shall be governed by and construed in accordance with the laws of the State of New York, without reference to choice of law rules and principles. All disputes arising out of this Agreement shall be resolved by a court of competent jurisdiction in the State of New York, and both parties consent to the exclusive jurisdiction and venue of the state and federal courts of the County of Oneida in the State of New York.

**8. NOTICE:**

Whenever, under the terms of this Agreement, notice is required or permitted to be given by any party, such notice shall be deemed to have been sufficiently given if written, deposited in the United States mail, in a properly stamped envelope, certified or registered mail, return receipt requested, addressed to the party to whom it is to be given at the address hereinafter set forth. Either party may change its respective address by written notice in accordance with this paragraph.

If to MADISON:  
Jason Mitchell  
Superintendent of Schools  
7303 State Route 20  
Madison, NY 13402

If to COLGATE:  
Meg Gardner  
Director of Teacher Preparation  
19 Persson Hall

13 Oak Drive  
Hamilton, NY 13346

**9. MODIFICATIONS:**

This agreement may not be amended or modified in any manner except by an instrument in writing signed by the Parties.

**10. SEVERABILITY:**

In the event any provision hereof shall be held for any reason to be illegal, invalid or unenforceable, such provisions shall be considered severable and the illegality, invalidity or unenforceability of any provisions shall be considered severable and the illegality, invalidity or unenforceability of any provision shall not affect the validity of any other provision, which shall continue in full force and effect, provided that the unenforceable or invalid provision is not material to the overall purpose or operation of this Agreement. If necessary in order to make the Agreement legal, valid, and enforceable, the parties shall meet to confer upon an amendment or modification to the Agreement.

**11. MISCELLANEOUS:**

- a. This Agreement may be executed in any number of counterparts, each of which shall be an original, but all such counterparts together shall constitute one and the same Agreement.
- b. This Agreement shall not be construed against either party because it may be responsible for drafting it or any provision therein.
- c. The parties making, executing and delivering this Agreement represent that they are duly authorized to do so, and have not been induced by any representations, statements, warranties or agreements other than those expressly set forth herein.

**12. ENTIRE AGREEMENT:**

This Agreement, including any exhibits and addenda attached hereto, contains the sole and entire Agreement of the parties with respect to the subject matter hereof and no oral statement or written matter prior to the date of Agreement shall have any force or effect.

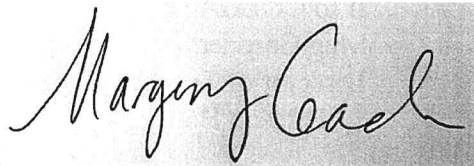
IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto on behalf of the academic programs of COLGATE and MADISON named below.

MADISON CENTRAL  
SCHOOL DISTRICT

COLGATE UNIVERSITY

By:

By:



Title: Superintendent of Schools

Title: Director of Teacher Preparation

Date:

Date: 10-3-23



**RESOLUTION AUTHORIZING PARTIAL SETTLEMENT OF VAPING LITIGATION**

**WHEREAS**, in recent years the use and abuse of e-cigarettes and vaping devices increased dramatically among high school and middle school students, leading to significant risks of addiction and potentially life-threatening respiratory ailments; and

**WHEREAS**, students attending the Madison Central School District (the “School District”) have not been immune to this phenomenon with the School District observing students using e-cigarettes and vaping devices in school and on school grounds; and

**WHEREAS**, the use of e-cigarettes and vaping devices by students has caused the School District to incur costs in the form of staff time, disciplinary proceedings, and other costs, with the expectation that these costs will only increase unless and until student use of these devices decreases and stops; and

**WHEREAS**, the School District authorized the law firms of Ferrara Fiorenza PC, and the Frantz Law Group, APLC, to initiate litigation against Altria Group, Inc. and Philip Morris USA, Inc., Altria Client Services LLC, Altria Enterprises LLC, and Altria Group Distribution Company (collectively “Altria”) by board resolution relating to the production, marketing, sale, and distribution of e-cigarettes and vaping devices; and

**WHEREAS**, a tentative settlement has been reached with Defendant Altria whereby in return for discontinuing the litigation, the School District would receive certain cash payment; and

**WHEREAS**, the amount that the School District receives will be no less than \$2,881 ; and

**WHEREAS**, the Board of Education (the “Board”) has determined it is necessary, advantageous, desirable, and in the public interest and the best interests of the School District that it settle this litigation against Altria.



**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of the School

District, as follows:

1. The Board authorizes the partial settlement of the vaping lawsuit against defendant Altria.
2. A Settlement with the substantive terms contained herein is hereby approved in substantially the form reviewed by the Board and together with such minor modifications as are deemed necessary by the School District's attorneys and administrators to protect the best interests of the School District.
3. The Board President, Superintendent and their designee(s) are hereby authorized to finalize, sign and enter into the Settlement Agreement on behalf of the School District and take all actions and execute all documents necessary or appropriate to carry out the intent of this Resolution.
4. This Resolution shall take effect immediately.

**Dated:** \_\_\_\_\_

\_\_\_\_\_  
**District Clerk**

## Madison Central School

### 2024-2025 Budget Development Calendar

October 17, 2023		Present 2024-2025 budget calendar to Board of Education for adoption
December 12, 2023		Administration discussion on Special Ed student placements
January 16, 2024	BC	Budget Committee - basic discussion and review bus purchases
January 23, 2024		Administration discussion on 2023-2024 expenditures
February 13, 2024	BC	Budget Committee - Recommendations on instructional and BOCES needs
February 13, 2024	R	Regular Board of Education Meeting - Review of recommendations for bus purchase, buildings and grounds. Also discuss Health Ins, TRS, ERS Review of a Draft Budget - Preliminary discussion of Revenue, Expenses, and Potential Tax Implications Anticipate Program and Staffing Needs Bus purchases and building and grounds presented to the board.
February 15, 2024		Budget requisitions distributed to staff
February 27, 2024		Superintendent meetings with Administration and Supervisors regarding their proposed budgets
March 1, 2024		Submit 2024-2025 calculation for tax levy limit to Office of the State Comptroller, Tax and Finance and SED.
March 5, 2024	BW	Board of Education Budget Workshop Meeting Budget discussion - Administrative Budget Recommendations based on need and taxing parameters
March 8, 2024		Budget requisitions returned to principal
March 15, 2024		Principals and Supervisors return budget proposals to the Superintendent (Includes supplies, materials and textbooks)
March 19, 2024	R	Regular Board of Education Meeting Budget discussion
April 4, 2024		Publication of Legal Notice (1 of 4) 45 days before vote - Voting Dates, Petition for interested Board Members are available
April 2, 2024	BC	Budget Committee - prepare final budget for BOE Board to approve 2024-2025 budget
April 18, 2024		Publication of Legal Notice (2 of 4)
April 21, 2024		Last day for submittal for propositions and Board seats to be placed on ballot - 4 PM -30 days before election Last day for 2024-2025 budget approval by Board of Education Regular Board of Education meeting Board of Education vote regarding BOCES Capital and Administrative Budget

<b>April 16, 2024</b>	<b>Last day for 2024-2025 budget approval by the Board of Education</b>
<b>April 16, 2024</b>	<b>Board of Education BOCES Vote</b>
<b>April 23, 2024</b>	<b>Property Tax Report Card must be submitted to SED and local newspapers</b>
<b>May 1, 2024</b>	<b>Budget Statement and required attachments available in District Office</b>
<b>May 3, 2024</b>	<b>Mail Budget Newsletter</b>
<b>May 5, 2024</b>	<b>Publication of Legal Notice (3 of 4)</b>
<b>May 7, 2024</b>	<b>Budget Hearing 6:00 pm Budget statement and info prior to budget vote.</b>
<b>May 19, 2024</b>	<b>Publication of Legal Notice (4 of 4)</b>
<b>May 21, 2024</b>	<b>Annual Election for Board of Education members and voting on the 2024-2025 Annual Budget 12:00 Noon to 8:00 P.M. Board of Education Regular Meeting Board of Education Accepts the Election Budget vote results</b>
<b>June 10, 2024</b>	<b>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.</b>
<b>June 18, 2024</b>	<b>Statewide budget revote day</b>

To: Mr. Jason Mitchell, Superintendent

From: Mike Lee, Athletic Director

Re: 2023-24 Hockey Combination - Cazenovia

Date: October 12, 2023

At the upcoming Board of Education meeting, please seek approval for Madison to participate in the sport of hockey, hosted by Cazenovia for the 2023-2024 season. Thank you.

## REQUIRED POLICY

### RIGHTS OF NURSING EMPLOYEES TO EXPRESS BREAST MILK

#### I. Statement of Policy

In accordance with applicable laws and regulations set in place by New York State, the Madison Central School District (the District) shall provide reasonable unpaid break time or permit an employee to use paid break time or mealtime available under District policies or collective bargaining agreements, to express breast milk each time such employee has a reasonable need to do so.

#### II. Definition

For the purposes of this Policy, 'privacy' means that the room or other location shall not be open to other individuals. To further ensure privacy, the District shall ensure that the door of the designated room/location is equipped with a functioning lock; if such room/location does not have a functional lock, then the District will place a sign advising the room/location is in use.

#### III. Request by Employee

- A. If a request to express breast milk is made by an employee of the District, the Board of Education (the Board) shall designate the Principal or Direct Supervisor to designate a location to be made available for the employee.
- B. Such request shall be in writing and made by an employee in advance to the Principal or Direct Supervisor.
- C. The District must provide a response to the employee within five (5) days.

#### IV. Designated Location Requirements

- A. The designated room or other location shall be:
  - 1. in close proximity to the work area;
  - 2. well lit;
  - 3. shielded from view; and
  - 4. free from intrusion from other individuals.
- B. The designated location/room shall include:
  - 5. a chair;
  - 6. a working surface;
  - 7. nearby access to clean running water;

POLICY

Draft 10.13.23  
6404

PERSONNEL

**REQUIRED POLICY**

RIGHTS OF NURSING EMPLOYEES TO EXPRESS BREAST MILK

- 8. an electrical outlet; and
  - 9. have a functional lock.
- C. The room will not be a restroom or a toilet stall within a restroom.
- D. Access to refrigeration for the storage of breast milk shall be provided to the requesting employee(s).

V. Complaints

If an employee of the District is subjected to any conduct that they believe violates this policy, a report should be made to the Superintendent or designee, immediately after such conduct has occurred. An investigation will be conducted pursuant to this, and any other applicable, Board Policy.

VI. Notification by District

- A. The District shall provide notice to all employees when a location/room has been designated for the use of expressing breast milk.
- B. The District shall distribute this Policy and a copy of the [New York State Department of Labor Policy on Breast Milk Expression in the Workplace](#) to employees annually, upon hire, and whenever an employee returns to work following the birth of a child.

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Madison Central School District

Legal Ref: NYS Labor Law § 206-c; Fair Labor Standards Act (FLSA); Title VII of the Civil Rights Acts of 1964, as amended by the Pregnancy Discrimination Act (PDA); Pregnant Workers Fairness Act

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

# Madison Central School District

## SUPERINTENDENT'S REGULATION

STUDENTS

7006.2

### PARTIAL DAY APPLICATION

Student's Name: \_\_\_\_\_

Requested Time of Arrival: \_\_\_\_\_ Time of Departure: \_\_\_\_\_

Reason for requesting a partial day: \_\_\_\_\_  
\_\_\_\_\_

Credits earned to date: \_\_\_\_\_

Courses needed for graduation: \_\_\_\_\_

Credits needed for graduation: \_\_\_\_\_ Credits in schedule with partial day: \_\_\_\_\_  
(Student must have 3 courses and PE)

Community service hours completed: \_\_\_\_\_ Required: \_\_\_\_\_

I, \_\_\_\_\_ am fully aware of my graduation requirements and I understand that a partial day is a privilege and if my academic courses are in jeopardy I could have my partial day revoked.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

All of the following school personnel must sign this application for final approval of this partial day request.

\_\_\_\_\_  
Principal's Signature

\_\_\_\_\_  
School Counselor's Signature

\_\_\_\_\_  
Attendance Officer's Signature

\*\*\*Students with partial day schedules must leave once their classes are done. They may not loiter at a school. They cannot come back into the school nor can they use school transportation home. If special arrangements have been made to get extra help with a specific teacher the student must sign in at the District office.

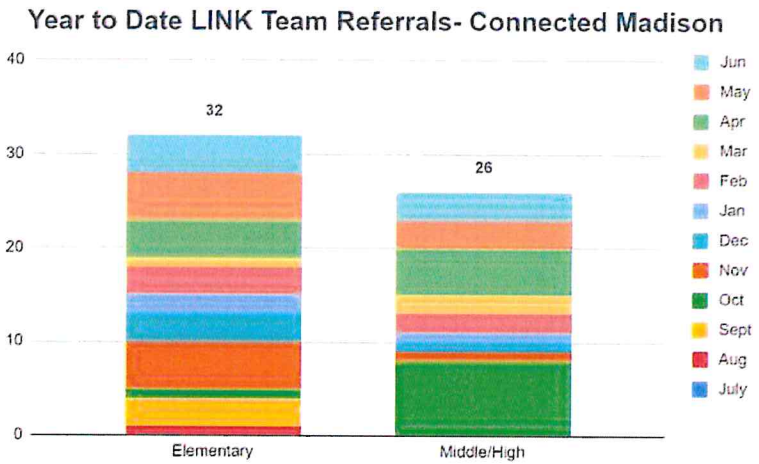
Approved by the Superintendent: 11/02/10, 07/08/15, 10/05/23



**Executive Directors:** Danielle Martin, Melissa Roys  
**Divisional Director:** Colleen Matthews  
**Project Manager:** Michele Bowen  
**Reporting Period:** June 2023

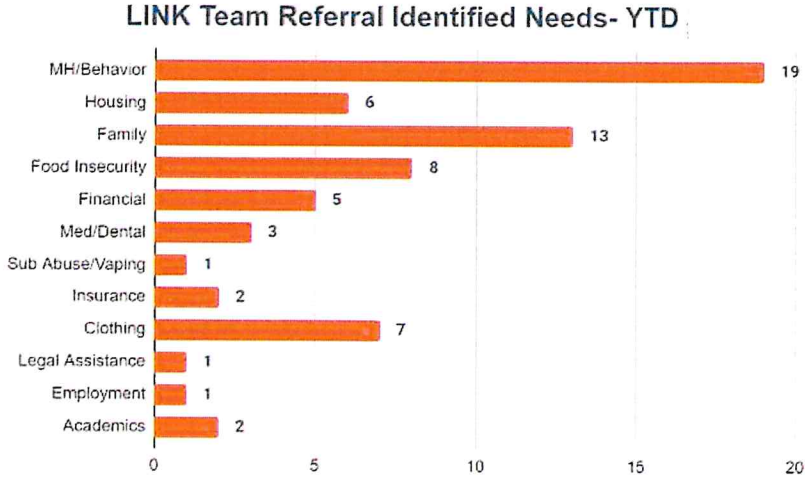
## Madison Connected Community Schools June 2023 Report

### Connected Madison Year to Date Information:



From July 1, 2022 until June 30, 2023, Connected Madison has received **58 LINK Team Referrals.**

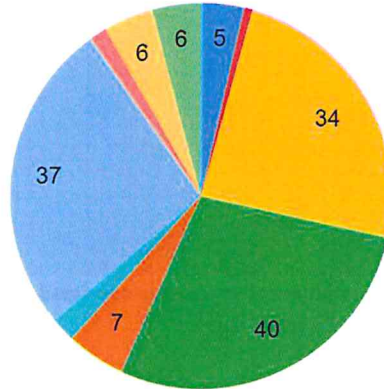
**Mental Health/Behavior and Family** have consistently been the greatest identified needs this year.





### Connected Madison Outgoing Referrals- Year to Date

Since July 1, 2022 until June 30, 2023, Connected Madison has supported families through **141 outgoing referrals**.



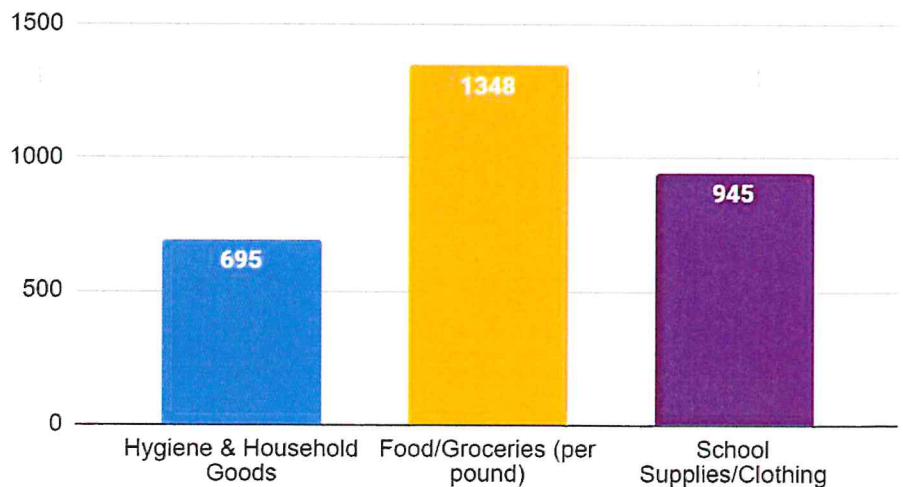
● Housing    ● Financial    ● Food Security    ● Mental Health    ● Medical  
● Insurance    ● Community Based    ● Daycare    ● Clothing    ● HUB

### Year to Date HUB Data:

❖ The following was provided to the school and surrounding community through Connected Madison HUBs from July 2022 through June 2023:

- **695** hygiene/ household products
- **945** school supplies/clothing items
- **1,348** pounds easy-to-prepare foods/meal items for students for after school and weekends
- Additional clothing and household products were also available thanks to generous donations from the community

### Connected Madison HUB- Tangible Takeables

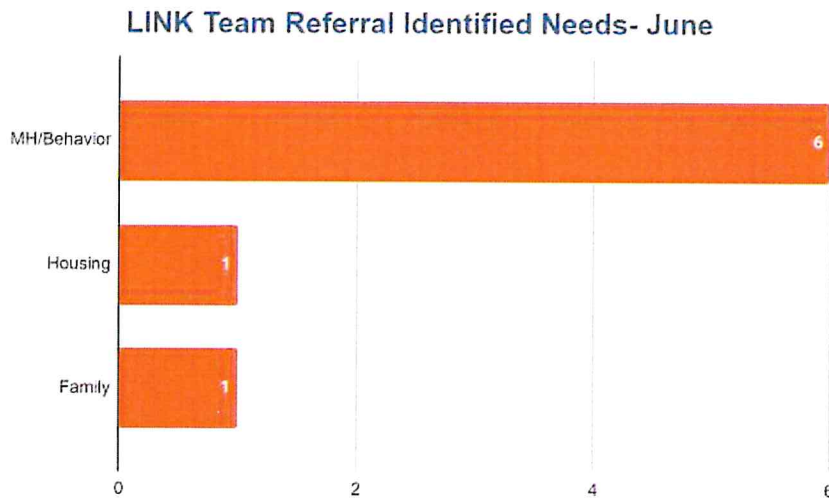




❖ **SNACK ATTACK! 11,077** snacks were distributed to students this year!



**LINK**™ *LINK is a single point of access for connecting students and families to the appropriate resources and services within their community based on identified needs. All who come through the LINK pipeline are assessed for any needs, on both an individual and household level, to ensure they have a support-network in place and that each member of their team is working together to meet these needs both, short- and long-term*



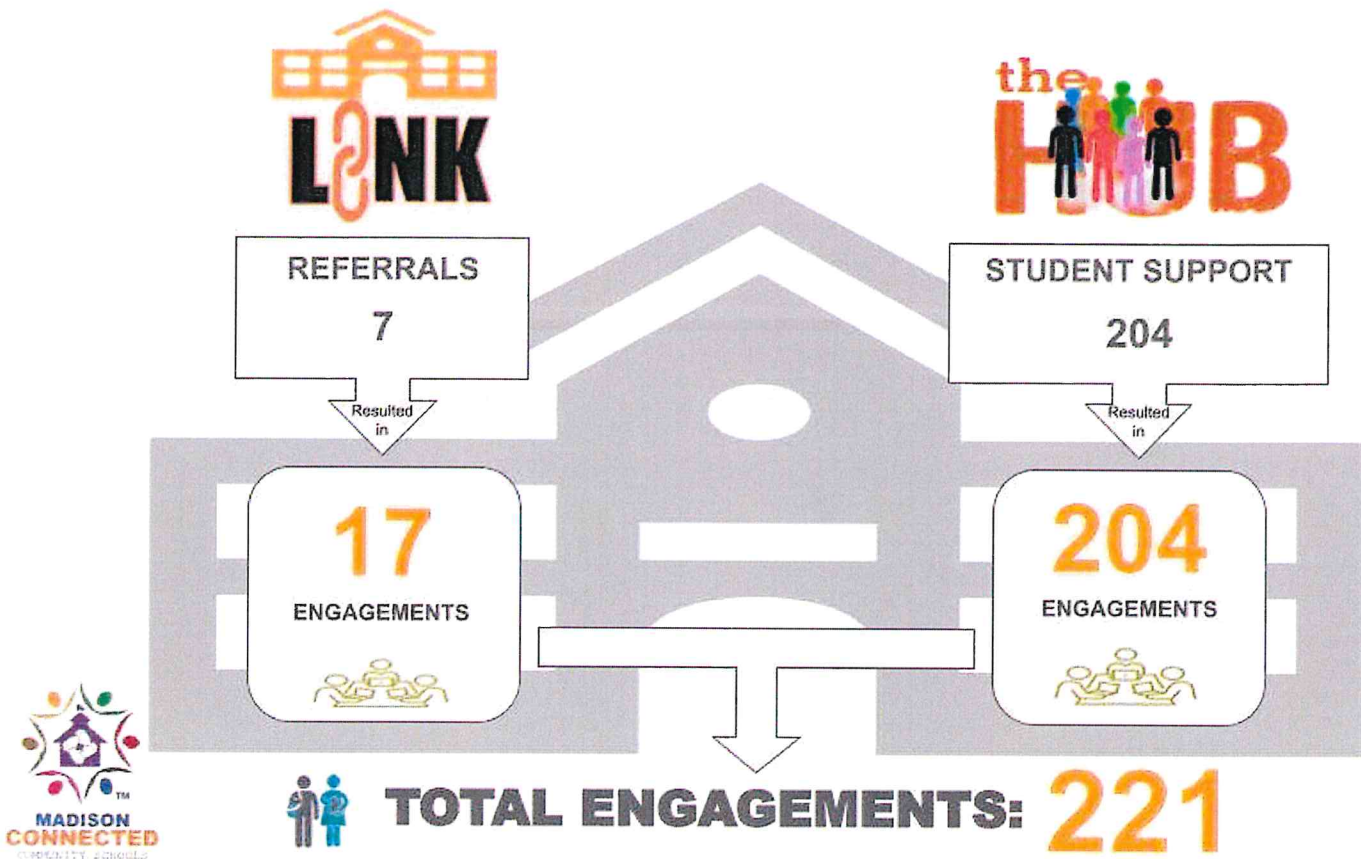
Our Connected Madison Team **supported 26 families** through Active LINK Team Referrals in the month of June. We received **7 LINK Team Referrals** (4- Elementary, 3- Middle/High). The greatest identified need was **Mental Health**. Mental Health continues to be the highest identified need in the district.

Our Connected Madison team made **2 outgoing referrals** to connect families with resources to meet their needs. These referrals include:

- Creekside (1)
- Worn Again (1)

**LINK Success Stories:**

- Families in need of mental health counseling, continues to be the number one request via LINK. This month there were multiple families looking for assistance and Site Coordinator Michele was able to successfully match families' needs with counselors that match the specialty needed, match the location that is most convenient for the family, take the families insurance plan, and have openings with-in the next two weeks. Getting those details ironed out for families in advance proves to be most helpful so families can have peace of mind about scheduling services right away.
- Multiple end of year LINK referrals were made by staff for families that staff felt could use a little extra over the summer. Having the resources here all summer so that families can have support through the entire year reassures staff and families that the district is really here to support them, no matter when or what!



**LINK= Engagement + Outcome**

These are supportive interactions with students, family members, faculty/staff, service providers and community members which resulted in an outcome, tangible or otherwise, that assisted in eliminating struggles or worries.

the  
**HUB** **Clu**  
**b**

**Madison Connected District**



District Coordinator Michele worked closely with Ms. Tubbs from ICAN to support the 6th and 7th graders with a weekly Self Esteem Lunch Group. The group was able to finish off the year with making positive note bags. Each student designed their own bag and then took turns writing positive affirmations to each other to keep in the bag. These students can then utilize the bags when they need a boost!



The Optimist Club and the PTO continue to work closely with Michele, District Coordinator to ensure events are collaborative, not duplicated, and reach all levels of the students and community. Elementary Fun Day was a perfect example of working together to secure ice cream sundaes, bounce houses, dunk tanks, tie-dye, and games! The team approach has been key in successful events!



District Coordinator Michele was asked to sit on two interview panels with the staff and administration in June. Working together to talk about collaboration with-in the classroom and supporting the student as a whole were topics reviewed with all potential candidates. Thank you for the opportunity to work with potential candidates!

Elementary students don't have hall passes and access to the HUB at times like our middle and high school students do, so when they can come and do activities in the HUB, it's a treat! In June, a small group of students would be finishing their breakfast and would talk with Michele as she came in every morning. This group then gravitated towards the HUB, asking if they could come in and spend time every morning before it was time to go to class. This group would color positive message sheets together and Michele would hang in the HUB for all to see. This ground up formation of a club in the space provided gave a group of students an opportunity to interact with each other, build relationships with a common goal, and express themselves artistically to encourage others. It was a great way to begin each day and to end the school year together!



# Family Engagement

*Seeking to assist families with creating more positive experiences through fun and engaging activities with their children and their school, facilitating positive interactions with staff and resulting in continued relationships and increased engagement in their children's education.*



## Spring Fling and Farm Day

Spring Fling and Farm Day! The Optimist partnered with District Coordinator, Michele, to have a fun filled day on the school grounds. There were plants to be planted and taken home, bounce houses, face painting, animal themed crafts, wagon rides, and animals for students and families to come and enjoy. The weather was perfect, the animals were cute, and so much fun was had by all!





### Three and Me

The 3 & Me Program finalized the 2022-2023 year with an Open House and bus ride! Students and families were given a bus safety presentation by Connected Madison Central bus driver, Sam and then a ride on the bus. Students then went independently to the classroom with some adult help and families were able to review class expectations for the next year. A fun filled evening of firsts for many students!



## Pre-K Signing Day

Mrs Cucci had a vision of the incoming pre-k class with a signing day; signing in to Madison (think collegiate level commitment days) while doing the Pre-K screening. That vision was made a reality and students came in to meet teachers as well as commit to their future education at Connected Madison. Photo shoots and certificates were signed by each student. There was lots of smiles on their Signing Day!!



## CLASSROOM PROGRAMMING

*Striving to provide our students with the most engaging and creative education. By adding programming from our community partners and professionals in the community, which brings hands-on learning and experiences straight from our experts of the community.*



## Battling the "Air Quality Blues"....

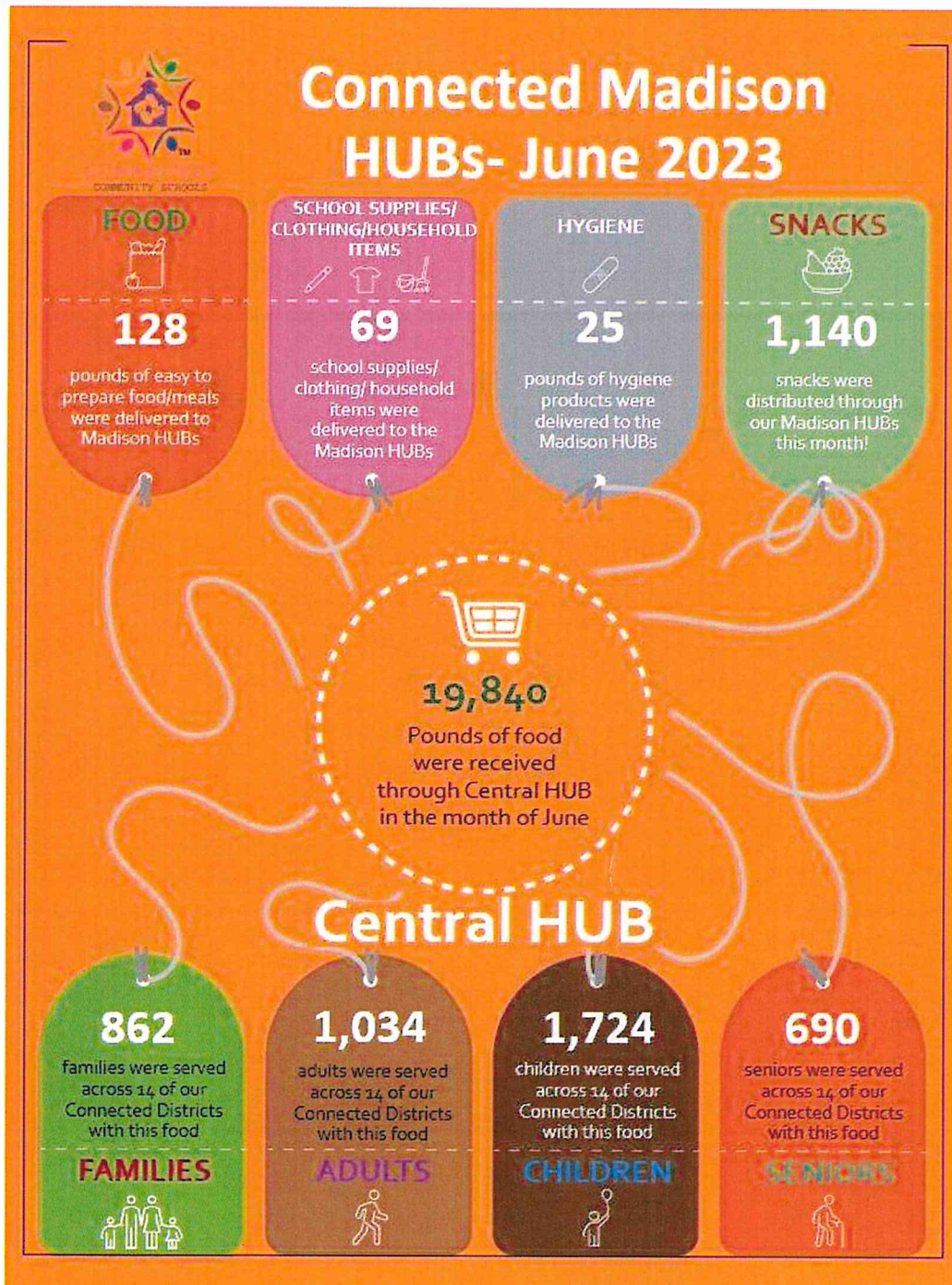
Mrs. Blake's Class needed some air quality relief after several days without outdoor recess so they came to the HUB for a change of scenery. Games and snacks were on the agenda and mostly a change of location to alleviate the air quality blues!



the  
**HUB**

*A physical space within the schools filled with tangible items that support the needs of our students, families and faculty/staff and the additional support provided through these HUBs by our Site Coordinators. Providing school supplies, emergency groceries, hygiene products, clothing, and snacks. All items are resourced through community partnerships and donations.*





**CONNECTED CENTRAL HUB IMPACT:**

- Connected Central HUB is a centralized point of connectivity to resources and services which serves as a location of linkage for and distribution of resources to all 57 of our connected HUBs in 14 districts within 7 counties as well as the surrounding community.



- Each week Connected Community Schools receives donations from two local Walmarts (Rome and Oneida) of various items such as clothing, shoes, household items, seasonal items. The items are distributed to the 57 school HUBs as well as to the families within your Connected District. Walmart donated an average of \$18,497 to Connected Community Schools in the month of June.

### **Initiative Wide Updates:**

#### **Training Highlights:**

- A monthly Work Group was offered for any Site Coordinators to come together to brainstorm and share ideas for fun programming to implement over the Summer. This planning ensures our Connected Communities have engaging activities to partake in during the Summer break!
- A New Hire started and received training that was offered and open for anyone else to join for refreshers.
- Ashley Davis from ACR Health presented on Cultural Competency & LGBTQIA Sensitivity, so that our staff can stay informed on strategies and resources to best support their communities.

#### ***National Community Schools Conference: Spreading Love & Supporting Children 2023-***

The Connected Community Schools Leadership Team networked with over 4,000 Community School Leaders throughout the Country in Philadelphia in early June 2023. Connected Community Schools was a sponsor at the conference, sharing the success of our initiative in Central New York and also attended several workshops to enhance our knowledge on Community School challenges, successes and opportunities to brainstorm with Professionals and Educators across the country! We were even recognized by our supporters at American Federation of Teachers Union on the National Stage during their presentation, highlighting the success of our impact at the individual and family level, in addition to supporting our Teachers!



***End of School Year Celebration:*** Our Connected Community Schools team came together for an all staff celebration, training and team building as we kick off Summer of 2023. So many great memories shared from the 22-23' School Year and excited to start the planning for the Fall of 2023!






# Madison Central School



## SEPTEMBER 2023 LIBRARY REPORT



923 books checked out/renewed during the month of September

Most Popular book:  
Minecraft Guide to Redstone

### September Updates

- **Elementary** - The first couple of weeks focused on getting reacquainted in the library for elementary classes. We read fun books about safety like *How Dinosaurs went Extinct* a *Safety Guide* and *If you want to bring a Circus to the library, Don't!*
  - **Computer Science 6th Grade** - This year I teamed up with Mrs. Diehl to co-teach Computer Science for 6th Grade. In the month of September, we focused on learning about the history of computers and how computers work. We will be transitioning to coding next.
  - **Middle School/High School** - To start off the school year, I hosted a Book Tasting Cafe for 7-12th grades. I purchased some decorations and lighting from the Dollar tree and decorated the tables to appear like a cafe. I had five tables set up with a theme to each table which were *Book to Screen*, *Binge Worthy*, *Judge a Book by its Cover*, *True Crime*, and *Doom and Gloom*. Students were given a few minutes at each table and filled out a pamphlet to sample the books. Overall I think the activity went well, next time I would like a whole class period so students can really savor the books.
  - **Book Orders** - I started to compile my book orders for this school year. I first go through our library system to see if there are any books I need to replace. I also examine book lists through School Library Journal. I also went through our new elementary curriculum, Amplify, to see what supplementary books I can order to help teachers with their lessons. I plan to submit my orders in October/early November.
  - **Weeded Books** - The plan is to have the books available for teachers and students to come and take what they would like. I plan to have a couple of Book Bonanza days with tables set up with weeded books.
  - **Plans ahead** - Host the book fair, receive dictionaries from our local Rotary Club, finish my book orders for the school year, get rid of unwanted materials for the big renovation.
- 