

**BOLTON CENTRAL SCHOOL  
BOLTON LANDING, NEW YORK 12814**

**REGULAR MEETING OF THE BOARD OF EDUCATION  
October 19, 2020**

***Via WebEx Call***

MINUTES

1. The meeting was called to order by Mrs. Pfau at 6:32 p.m.
2. The Pledge of Allegiance was led by Mrs. Pfau.

3. **ROLL CALL**

***Present in Person:***

Mrs. Kathleen Pfau  
Mrs. Pamela Quigan  
Mr. Timothy Daken  
Mrs. Denise Johnson  
Ms. Michelle Calzada

Mr. Michael Graney  
Ms. Kathleen Dennin  
Ms. Christina Dunalewicz

***Present Via Person:***

Mr. Jesse Foy

***Absent:***

Mrs. Tammie DeLorenzo

***Public Present in Person:***

Mr. Chad Shippee

***Public Present Via Phone:***

Mrs. Dawn Robinson  
Mrs. Margaret Maranville

Mr. Dan Hull  
Mrs. Molly Gordon

Ms. Jennifer Carlson

4. **MINUTES APPROVAL**

**MOTION** by Mrs. Johnson seconded by Mrs. Quigan, that the Board of Education approve the minutes from the Regular meeting held on Monday, September 14, 2020

**VOTE: ALL FAVORABLE**

**MOTION: CARRIED**

5. **COMMUNICATIONS**

- A. Hospitality – Mr. Graney, on behalf of the school district, expressed most sincere condolences to the Peterson family on the recent passing of Debra. Mrs. Pfau and Mrs. Quigan both shared their condolences and reflected on what a tremendous impact Mrs. Peterson had both as a district parent and during her time as a board member. Her love of our students was clear in everything she did.

6. **COMMITTEE REPORTS**

A. Policy Committee – Ms. Calzada reported that the committee met before the Board meeting and will be submitting five policies for first read at the November board meeting. The next meeting will be held on December 14<sup>th</sup> at 5:45 p.m.

B. **MOTION** by Mrs. Quigan, seconded by Mrs. Johnson, that the Board of Education adopt the following policies as submitted:

- 5681 – School Safety Plans
- 6215 – Probation and Tenure
- 6550 – Leaves of Absence
- 7240 – Student Records: Access and Challenge
- 7511 – Immunization of Students
- 8241 – Patriotism, Citizenship, and Human Rights Education

Policy Approval:  
5681,6215,6550,  
7240,7511,8241

**VOTE: ALL FAVORABLE**

**MOTION: CARRIED**

C. Facilities Committee – Project Update – Mr. Graney reported that the following project tasks are still pending:

- A new door for the bus garage
- Aluminum trim for the doors in the new lobby
- Display cases need to be completed
- ADA compliant entry controls are installed and need to be connected
- Elevator terrazzo landings need to be installed on each floor
- The next phase of unit ventilator replacements is scheduled for during the winter break

D. Audit Committee – The Audit Committee meeting is scheduled for Monday, November 16, 2020 at 5:45 p.m.

E. Employee Relations Committee – The yearly meeting with BSPA will be held on Monday, November 2nd at 5:45 p.m. and with the BTA at 6:30 p.m. on that same day.

7. **INSTRUCTIONAL PROGRAM**

A. Program Update – Mr. Graney updated the Board and public on the following aspects of our fall reopening:

*Morning and Afternoon/Drop off and pick up:*

- Transportation is going well with four buses running for the morning pick up and five for afternoon drop off.
- Temperatures are being taken both on the buses and for students who walk or are being dropped off by parents before they enter the building.
- There are assigned seats on the buses.
- In the morning, dismissal from the busses and gym are staggered to avoid bottle necks of students all leaving at the same time.

*In the Cafeteria:*

- Grades K – 5 are eating in their classrooms with students who are buying lunch going down to pick up.
- There is a cart and garbage in the elementary wing to facilitate with clean up.
- Grades 6 – 8 and 9 – 12 are splitting groups between the cafeteria and classrooms to ensure that proper social distancing rules are followed.

*In Classrooms:*

- Masks are being worn and students have their own materials for personal use to avoid sharing. Students have socially
- Windows are being kept open when feasible.

The District currently has three remote learners. The District is working closely with Janelle Jones at the Warren County Department of Health as needed. After working out the details, intramural soccer and golf has been offered to secondary students. Lockdown drills will be held this year but will look different for students and teachers. During the drills students will stay in their seats and teachers will discuss procedures. So far all is going as smoothly as we can hope.

- B. Staff Development Day – Mr. Shippee reported that Staff Development Day was held on Friday, October 2<sup>nd</sup>. Part of the day included presentations on best practices and tools for success in a remote, hybrid and in-person scenarios. The impact of social and emotional learning on students under these different circumstances and how to monitor for changes. During the afternoon teaching staff created personal Virtual Open House videos for parents and guardians that were available online.

**8. SCHOOL DISTRICT BUSINESS**

- A. **MOTION** by Ms. Calzada seconded by Mrs. Quigan, that the Board of Education approve the Treasurer and Central Treasurer’s reports for September, 2020, as presented.

**VOTE: ALL FAVORABLE**

**MOTION: CARRIED**

Treasurer’s &  
Central  
Treasurer’s  
Report

- B. **MOTION** by Mrs. Johnson, seconded by Mr. Daken, that the Board of Education approve the following extra-curricular appointments for the 2020 – 2021 school year, as presented. Stipend, Duties and Conditions are stipulated in the current Collective Bargaining Agreement with the BTA, as presented:

- |                   |   |                   |
|-------------------|---|-------------------|
| Denise Jorgensen  | - | Intramural Golf   |
| Margaret Lawrence | - | Intramural Soccer |
| Jennifer Carlson  | - | Intramural Soccer |
| Erica Eager       | - | Intramural Soccer |
| Daniel Sheridan   | - | Intramural Soccer |

**VOTE: ALL FAVORABLE**

**MOTION: CARRIED**

Intramural Fall  
Sports  
Appointments

- C. **MOTION** by Ms. Calzada, seconded by Mrs. Johnson, that the Board of Education approve *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

**FURTHER RESOLVED**, that in accordance with Article 57-A:

(a) only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein;

(b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

**VOTE: ALL FAVORABLE**

**MOTION: CARRIED**

9. **PUBLIC COMMENT**

No Public Comment.

10. **BOARD OF EDUCATION ITEMS**

**MOTION** by Ms. Calzada, seconded by Mrs. Quigan to adjourn the meeting at 6:59 p.m.

**VOTE: ALL FAVORABLE**

**MOTION CARRIED.**

The meeting was adjourned at 6:59 p.m.

Meeting  
Adjourned

Board approved: \_\_\_\_\_

District Clerk