



October 24, 2023

The Regular Meeting of the Alexandria Central School Board of Education, held in the Auditorium, was called to order at 6:00 p.m. by Board President, Suzanne Hunter.

Board Members Present: Emily Chase, Timothy Davidson, Eric Heath, Suzanne Hunter, Heather Lavarnway, Christine Lingenfelter, and Christopher Symenow.

Others Present: Brianne Durham- School Business Administrator, and Renee Gill-District Clerk

The Pledge of Allegiance was recited.

Board of Education Recognition

The Board of Education was recognized for their service and presented with certificates.

Annual Fire Inspection Report: Mr. John Warneck, NCE Consultants

The Board of Education was given the findings of the annual Fire Inspection Report

Motion by Heath, seconded by Chase, on the recommendation of the Superintendent, to approve the Annual Fire Inspection Report as presented.

7 yes 0 no Motion Carried

Facilities Presentation: Mr. Darin Trickey, Head Custodian

The Board of Education was given building updates about projects completed over the summer and building upgrades.

Consent Agenda

- 1) **Minutes:**
 - a. Minutes of the September 26, 2023 Regular Meeting
- 2) **September 2023 Fiscal Reports & Warrants:**
 - 1. Financial Report
 - 2. Activity Account Report
 - 3. Lunch Fund Report
 - 4. Treasurer's Report
 - 5. Internal Auditor Reports & Warrants
 - 6. Fundraising Requests:
 - a. Class of 2025 & 2029 - Krispy Kreme Donut Sale
 - b. Class of 2027 - Gertrude Hawk Sale
 - c. Select Choir - Candle Sale
 - d. Class of 2024 - Pie Sale
 - e. FFA - Citrus Fruit & Poinsettia Sale

(Cont.)

Presentations

-Board of Education Recognition

-Annual Fire Inspection Report

-Facilities Presentation

Consent Agenda

-Minutes

-September 2023 Fiscal Reports & Warrants

Consent Agenda (Cont.)

3) CSE/504 Placements

- a. Acceptance of Recommendations from the Committee on Special Education.
- b. Acceptance of Recommendations from the 504 Committee.

**This report is on file with Pamela Monica, Chairperson of the Committee on Special Education.

Motion by Chase, seconded by Lavarney, to approve the above Consent Agenda items as presented.

7 yes 0 no Motion Carried

Approve the Financial Report & Extra-Classroom Report from Auditors

Motion by Chase, seconded by Symenow, to approve the Financial Report and the Extraclassroom Report performed by Stackel & Navarra CPA, PC, for the fiscal year ending June 2023, and the Corrective Action Plan (Management Letter).

7 yes 0 no Motion Carried

Award Contracts for Alexandria Central 2022-2023 Capital Outlay (Girls Locker Room - Phase II) Project Rebid- BCA Group Project No. 2022-119A

Motion by Lingenfelter, seconded by Heath, that based on their review of the bid proposals of the above-referenced project, BCA Architects & Engineers, recommends that the Board of Education consider awarding to the following companies:

General Construction Contract: Award of contract to the lowest responsible bidder, Kahrs Construction, LLC; Redwood, New York in the following amount:

Contract No. 1 Base Bid for General Construction:	\$75,000.00
Bid Item No. 1 for Mechanical:	\$ 15,000.00
<u>Bid Item No. 3 for Electrical:</u>	<u>\$ 20,000.00</u>
Total:	\$110,000.00 Less \$10,000 Deduct Change Order = \$100,000.00

The contractor must comply with the contractual requirements by furnishing the bond and insurance certifications along with the other documents required of successful bidders.

6 yes 0 no 1 abstained (Chase) Motion Carried

Approve Combining Contracts

Motion by Lavarney, seconded by Heath, on the recommendation of the Superintendent, to approve the contracts allowing Alexandria Central School District combining with the LaFargeville Central School District as host, for the purpose of athletic competition pending approval of NYSPHSAA, to compete in the sport of Girls' Soccer at the Modified Level for the 2023-2024 school year.

7 yes 0 no Motion Carried

Mentor Approval

Motion by Heath, seconded by Symenow, on the recommendation of the Superintendent, to approve the following as Alexandria Central School Mentors for the 2023-2024 school year:

<u>Mentors Name:</u>	<u>Mentor For:</u>
Heather McIlrath	Alicia Dewy

7 yes 0 no Motion Carried

Consent Agenda (Cont.)

-CSE/504
Placements

Approve the Financial Report & Extra-Classroom Report from Auditors

Award Contracts for Alexandria Central 2022-2023 Capital Outlay (Girls Locker Room - Phase II) Project Rebid- BCA Group Project No. 2022-119A

Approve Girls Hockey Combining Contracts

Mentor Approval

Volunteer Approvals

Motion by Lavarney, seconded by Symenow, on the recommendation of the Superintendent, to approve the following as Alexandria Central School Volunteers for the 2023-2024 school year when requested by staff: Nicole Langridge // Andrea Adsit.

7 yes 0 no Motion Carried

Appointments/Approvals

Motion by Lingenfelter, seconded by Chase, on the recommendation of the Superintendent, to appoint Jodi Cullen as Bowling Coach for the 23-24 School Year.

7 yes 0 no Motion Carried

Motion by Symenow, seconded by Lingenfelter, on the recommendation of the Superintendent, to approve the change of appointment for Jennifer Cashel from Part-Time Account Clerk to Full-Time Account Clerk/Typist, and to adjust the salary to \$23.75/ hour for the 23-24 school year, in accordance with the SEIU contract, effective October 24, 2023.

7 yes 0 no Motion Carried

Motion by Heath, seconded by Chase, on the recommendation of the Superintendent, to approve the change of salary for Louise Aitcheson, Treasurer, to \$23.75/ hour for the 23-24 school year, effective October 24, 2023.

7 yes 0 no Motion Carried

Approve Memorandum of Agreement between the District and Brianne Durham

Motion by Lavarney, seconded by Davidson, on the recommendation of the Superintendent, the Board hereby approves the Memorandum of Agreement between the School District and Brianne Durham, School Business Administrator, dated October 23, 2023.

7 yes 0 no Motion Carried

Substitute Approvals

Motion by Symenow, seconded by Lavarney, on the recommendation of the Superintendent, to approve the following substitute for the 2023-2024 school year:

Name	Substitute Positions	Certified	Fingerprinted	New/Returning
Darah Balk	Substitute Teacher // Teachers Assistant	Yes	Yes	Returning
Sarah Pledger	Substitute Teacher // Teachers Assistant	No	Yes	New
Kelley Gionet	Substitute Teacher // Teachers Assistant	No	Yes	New
Leslie Baker	Substitute Bus Aide	N/A	Yes	New
Tracy Burgess	Substitute Teacher // Teachers Assistant // Bus Aide // Food Service Helper	No	Pending	New

7 yes 0 no Motion Carried

Business Office Reports by Mrs. Brianne Durham, School Business Administrator

Mrs. Durham notified the Board of Education that 84% of the school taxes have been collected, and updated the board on what the Business Office is currently working on, including grants submissions, Impact Aide, and state reports. It was also mentioned that minimum wage will be increasing in January, so the substitute rate of pay will need to be adjusted as well.

Volunteer Approvals

Appointments/Approvals

Approve Memorandum of Agreement between the District and Brianne Durham

Substitute Approvals

Business Office Reports by Mrs. Brianne Durham, School Business Administrator

Committee Updates

Committee updates were given by board members present at the Audit and Athletics committee meetings that were held. The Policy Committee also offered a policy for the second read:

1. Policy Committee

Policy Audit Updates- Second Read of Policy #6121 - Sexual Harassment in the Work Place (Revised per PP June 2023)

Motion by Lavarnway, seconded by Chase, on the recommendation of the Superintendent, to approve the revisions of the above policies based on the recommendations given by the Erie 1 BOCES Policy Services, and adopt the policies per the second read.

7 yes 0 no Motion Carried

Upcoming Events and Meetings

-Thursday, November 9, 2023: End of 10 Weeks

-Friday, November 10, 2023: Veterans Day- No School

-Monday, November 20 -Tuesday, November 21, 2023: Parent Teacher Conferences - No School for Students

-Wednesday, November 22 -Friday, November 24, 2023: Thanksgiving Break - No School

-Tuesday, November 28, 2023: Board of Education Meeting - 6:00 p.m.

Public Participation

There was a session of public participation

Adjournment

Motion by Davidson, seconded by Chase, to adjourn. Meeting adjourned at 7:00 p.m.

7 yes 0 no Motion Carried

Renee Gill, District Clerk

Committee Updates

Upcoming Events and Meetings

Public Participation

Adjournment