

ANNUAL REORGANIZATION MEETING  
TICONDEROGA CENTRAL SCHOOL DISTRICT  
Wednesday, July 8, 2020 at 6:00 p.m.

Web Address to Stream Meeting:

<https://nericdl.webex.com/nericdl/onstage/g.php?MTID=effc34c757fed6dc94d15c349b9c11139>

Password: public

or

Teleconference Number to Listen to Meeting:

1-408-418-9388 Access Code: 129 657 1598

“Sentinels for Excellence”

MINUTES

Members  
Present

Mark Russell, Erik Leerkes, Seanna Porter, John Bartlett,  
James Well, Sr., Tracey Cross-Baker, Eric Rich, Lynne Lenhart,  
Robert Dedrick, Sr.

Others  
Present

Cynthia Ford-Johnston, Erin Hamel, Laurie Cossey, John Donohue,  
Tracy Price, Scott Nephew, Evan Mack, Marykate Krol, Call-in

Call to Order

I. CALL TO ORDER - Mrs. Hamel at 6:05 p.m.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC PARTICIPATION

IV. ADMINISTRATION OF OATH OF OFFICE

Admin. Oath of  
Office - S. Porter  
R. Dedrick, Sr.,  
L. Lenhart

Administration of the oath of office to Seanna Porter, as re-  
elected Board of Education Member, and Robert Dedrick, Sr.  
and Lynne Lenhart as newly elected Board of Education  
Members by the District Clerk.

V. RECOMMENDED ACTIONS

Appt. E. Hamel  
Dist. Clerk

1. It was moved by Mrs. Cross-Baker, seconded by Mr.  
Leerkes, that the Board of Education appoint Erin Hamel to  
serve as District Clerk of the Ticonderoga Central School  
District for the 2020-21 school year.

9 Ayes      0 Nays      0 Abstain      Motion Carried

Elect M. Russell  
President

2. It was moved by Mr. Wells, seconded by Mr. Leerkes, that the  
Board of Education elect Mr. Russell to serve as President of  
the Board of Education for the 2020-21 school year.

9 Ayes      0 Nays      0 Abstain      Motion Carried

Elect E. Leerkes  
Vice Pres.

3. It was moved by Mr. Wells, seconded by Mrs. Cross-Baker,  
that the Board of Education elect Mr. Leerkes to serve as  
Vice President of the Board of Education for the 2020-21  
school year.

9 Ayes      0 Nays      0 Abstain      Motion Carried

Admin. Oath of  
Office BOE Pres.

4. Administration of the oath of office to the newly elected  
President and Vice President of the Board of Education by  
the District Clerk.

Meeting was turned over to Mr. Russell, Board President

Appt. A.  
Michalak  
Treasurer

5. a. It was moved by Mrs. Cross-Baker, seconded by Mrs.  
Porter, that the Board of Education appoint Anne Michalak  
to serve as Treasurer of the Ticonderoga Central School  
District for the 2020-21 school year, and

Appt. J.  
Andersen Dept.  
Treasurer

b. appoint Jacqueline Andersen as the Deputy Treasurer for the 2020-21 school year, and

Appt. B. Moore  
Int. Clms. Audit.

c. appoint Rebecca Moore to serve as Internal Claims Auditor for the Ticonderoga Central School District for the 2020-21 school year at a yearly stipend of \$2,405, and

Designate GFNB  
& T Co. &  
Commun. Bank

d. designate Glens Falls National Bank & Trust Company, NYLAF and Community Bank for the depositing of school funds for the Ticonderoga Central School District for the 2020-21 school year, and

Approve Accept.  
Accts.

e. approve the following list of acceptable accounts for the Ticonderoga Central School District for the 2020-21 school year:

Multifund, Capital, Payroll, General Fund Reserve, Debt Service Fund, and Miscellaneous Special Revenue Fund, and

Appt. Census A.  
Michalak Ti & M.  
Gautreau Hague

f. appoint Anne Michalak as Census Taker for Ticonderoga and Michele Gautreau as Census Taker for Hague for the 2020-21 school year, and

Appt. L. Cossey  
Purch. Agt.

g. appoint Laurie Cossey as Purchasing Agent for the Ticonderoga Central School District for the 2020-21 school year, and

Designate SOS  
Cert, Payroll

h. designate the Superintendent of Schools as the official responsible certification of payroll for the Ticonderoga Central School District for the 2020-21 school year, and

Designate P.  
Rep. & Post Star  
Newspapers

i. designate Press Republican and The Post Star as the official newspapers for legal publications of the Ticonderoga Central School District for the 2020-21 school year, and

Author. Expend.  
Re: Conf.

j. authorize expenditures for officers and members of the Board of Education and the Superintendent of Schools to attend conventions and conferences called by the following: National School Boards Association, New York State School Boards Association, Essex County School Boards Association, Northeastern School Boards Association, New York State Council of School Superintendents, American Association of School Administrators, Association for Supervision and Curriculum Development, Rural Schools Convention, National Rural Schools Convention, Northeastern New York School District Administrators Association and the officials of the State Education Department, and

Author. SOS to  
Pursue Grants

k. authorize the Superintendent of Schools to pursue grants (special funding) from Federal and State agencies and foundations for the Ticonderoga Central School District for the 2020-21 school year and approve all stipends associated with approved grants, and

Appt. A.  
Michalak RA  
Officer

l. appoint Anne Michalak as Records Access Officer for the Ticonderoga Central School District for the 2020-21 school year, and

Appt. L. Cossey  
RMO

m. appoint Laurie Cossey as Records Management Officer for the Ticonderoga Central School District for the 2020-21 school year, and

Appt. D. Olcott  
Asbestos  
Designee & LEA  
Rep

n. appoint Donald Olcott as Asbestos Designee for the Ticonderoga Central School District for the 2020-21 school year, and

o. appoint Donald Olcott as Local Educational Agency Representative for Asbestos Management for the Ticonderoga Central School District for the 2020-21 school year, and

Author. Estab.  
Petty Cash Fund

p. authorize the establishment of the following funds:

1. Petty Cash (District) fund of \$100.00
2. Petty Cash (Elementary) fund of \$200.00
4. Petty Cash (High) fund of \$200.00
5. Petty Cash (Cafeteria) fund of \$350.00
6. Petty Cash (Athletics) fund of \$400.00
7. Petty Cash (Tax Collector) fund of \$100.00
8. Petty Cash (Library) fund of \$100.00, and

Design. Treas.  
Sign.

q. designate the Treasurer's signature as the authorized signature on checks, and

Author. CSO  
Appr. Budget  
Transf.

r. authorize the Chief School Officer to approve budget transfers as per Board Policy, and

Approve Bonding

s. approve the bonding of the following personnel: Superintendent (\$500,000), District Treasurer (\$1,000,000), Deputy District Treasurer (\$500,000), Business Administrator (\$500,000), District Tax Collector (\$1,000,000), Internal Claims Auditor (\$500,000), and the Treasurer of Extra-Classroom Accounts (\$100,000), and

Re-adopt Policies  
& Code of Ethics

t. re-adopt all policies and the Code of Ethics in effect during the 2019-20 school year, and

Approve List of  
L.E. for APPR  
Cert.

u. approve the enclosed list of Lead Evaluators for APPR Certification during the 2020-21 school year (Enc.).

9 Ayes      0 Nays      0 Abstain      Motion Carried

Approve Protect  
District

6. It was moved by Mr. Leerkes, seconded by Mrs. Cross-Baker, that the Board of Education approve the following resolution:

WHEREAS, the Board of Education of the Ticonderoga Central School District wishes to protect the District, the members of the Board of Education and any school district officers in actions brought against them or in any action or proceeding touching any district property or involving its rights or interests; and

WHEREAS, the Board of Education of the Ticonderoga Central School District wishes to protect its superintendent, principals, members of the teaching or supervisory staff, member of a committee on special education or subcommittee thereof, surrogate parent, as defined in the regulations of the commissioner of education, any member of the board of education or non-instructional employee in any action or proceeding, other than a criminal prosecution or an action or proceeding brought against him by the District, including proceedings before the commissioner of education, arising out of the exercise of his powers or the performance of his duties; and (Continued)

Approve Protect District (Cont.)

WHEREAS, the Board of Education of the Ticonderoga Central School District wishes to protect its employees, officers, authorized volunteers or any other person holding a position by election, appointment or employment in the service of the school district, whether or not compensated, in any civil action or proceeding, state or federal, arising out of any alleged act or mission which occurred or allegedly occurred while the employee was acting within the scope of his employment or duties with the District,

BE IT RESOLVED, that the benefits and protections afforded provided pursuant to Section 3811 of the Education Law, shall be available, subject to the procedural requirements set forth therein and,

BE IT FURTHER RESOLVED, that the benefits and protections provided pursuant to Section 18 of the New York State Public Officers Law shall supplement and be available in addition to any defense or indemnification protection conferred by other statutes, rules or regulation, including but not limited to, the protections provided pursuant to Education Law Section 3811, Section 3023, and Section 3028, subject to the procedural requirements set forth therein, and

Appt. J. Wells Youth Comm.

7. that the Board of Education appoint James Wells, Sr. as the delegate to the Youth Commission for the 2020-21 school year, and

Appoint S. Porter & M. Russell EAT

8. that the Board of Education appoint Seanna Porter and Mark Russell as members of the Excellence and Accountability Team for the 2020-21 school year, and

Appt. E. Rich & E. Leerkes SHAW Comm.

9. that the Board of Education appoint Eric Rich and Erik Leerkes as members of the School Health and Wellness Committee for the 2020-21 school year, and

Appoint R. Dedrick & L. Lenhart Dis. Comm.

10. that the Board of Education appoint Robert Dedrick, Sr. and Lynne Lenhart as members of the Discipline Committee for the 2020-21 school year, and

Appt. J. Bartlett & S. Porter Audit Comm.

11. that the Board of Education appoint John Bartlett and Seanna Porter as members of the Audit Committee for the 2020-21 school year, and

Appt. R. Dedrick & T. Cross-Baker Dist. Wide Safe. Team

12. a. that the Board of Education appoint the following members to the District-Wide School Safety Team for the 2020-21 school year:

Cynthia Ford-Johnston, Interim Superintendent of Schools  
Robert Dedrick, Sr., Board of Education Member  
Tracey Cross-Baker, Board of Education Member  
John Donohue - Junior/Senior High School Principal  
Scott Nephew - Elementary Principal  
Tracy Price - CSE Chairperson  
Sarah Ellsworth - High School Guidance  
Eric Heckman - High School Guidance  
Samantha Wells - Elementary School Guidance  
Rebecca McNamara - School Psychologist  
Amanda Bechtold - School Social Worker  
Phil Kneller - School Social Worker  
Wendy Bush - School Nurse  
School LPN  
Robert Porter - Elementary School Teacher  
John Garcia - Director of Facilities  
Chief Adam Hurlburt- Ticonderoga Police Department  
Sergeant Mark Belden - Ticonderoga Police Department  
Jason Parent - Ticonderoga Fire Department (Continued)

Appt. Dist. Wide  
Safe. Team  
(Cont.)

David Reynolds - Essex County Sheriff's Department  
Donald Jaquish - Director, Essex County Emergency Services,  
and

Appt. Budg.  
Advis. Comm.

b. appoint the following members to the Budget Advisory  
Committee for the 2020-21 school year:

Cynthia Ford-Johnston, Mark Russell, Robert Dedrick, Sr.,  
James Wells, Sr., Lynne Lenhart, Tracey Cross-Baker,  
Eric Rich, Seanna Porter, Erik Leerkes, John Bartlett,  
John Donohue, Tracy Price, Scott Nephew, Laurie Cossey,  
Kyle Lang, Mike Zent, Robert Porter, Dave Iuliano,  
John Whiteley & Mike Diskin, and

Appt. J. Garcia  
Dist. Safe. Offic.

13. a. that the Board of Education appoint John Garcia as the  
District Safety Officer for the 2020-21 school year, and

Appt. J. Donohue,  
S. Nephew,  
L. Cossey H.R.  
Officers

b. appoint John Donohue, Scott Nephew, and Laurie  
Cossey as Human Rights Officers for the 2020-21 school  
year, and

Approve Org. 504  
Comm.

c. approve the 2020-21 organization of the Section 504  
Committee as follows: Tracy Price (CSE Chair/504  
Coordinator), Rebecca McNamara (Deputy Chairperson/  
School Psychologist), School Social Worker, Special  
Education Teacher of the Child, Regular Education Teacher  
of the Child, Appropriate Guidance Counselor, Student's  
Parent(s), High School and 8<sup>th</sup> Grade Student, and the  
School Physician(s), and

Approve Org. CSE  
Comm.

d. approve the 2020-21 organization of the Committee on  
Special Education as follows: Tracy Price (CSE  
Chairperson), Rebecca McNamara (Deputy Chairperson/  
School Psychologist), School Social Worker, Appropriate  
Guidance Counselor, Special Education Teacher of the  
Child, Regular Education Teacher of the Child, Student's  
Parent(s), High School and 8<sup>th</sup> Grade Student, and the  
School Physician(s), and

Approve Org.  
CPSE Comm.

e. approve the 2020-21 organization of the Committee on  
Preschool Special Education as follows: Tracy Price (CPSE  
Chairperson), Rebecca McNamara (Deputy Chairperson/  
School Psychologist), School Social Worker, Lucianna  
Celotti/Kelly Denton (Essex County Representative),  
Student's Parent(s), Member of the Evaluation Team or a  
professional employed by the school district (other than  
the chairperson) who is knowledgeable about the  
evaluation procedure used and the evaluation results, and  
the child's Special Education Teacher and Regular  
Education Teacher or an appropriately certified teacher,  
and

Approve Org. HS  
Subcomm. Spec.  
Ed.

f. approve the organization of the High School  
Subcommittee on Special Education for the 2020-21 school  
year as follows: Tracy Price (District Representative),  
Rebecca McNamara (Deputy Chairperson/ School  
Psychologist), School Social Worker, Special Education  
Teacher of the Child, Regular Education Teacher of the  
Child, Appropriate Guidance Counselor, Student's  
Parent(s), Student, and School Physician(s), and

Approve Imp.  
Hear. Officer

g. approve the Ticonderoga Central School District's use of  
the specific list of Impartial Hearing Officers as maintained  
by the New York State Education Department's Impartial  
Hearing Reporting System for the 2020-21 school year, and

Author. Partic.  
Title I Program

h. authorize the Ticonderoga Central School District to make application and participate in the Title 1 Program for the 2020-21 school year, and

Approve SOS  
Health Consort.  
Trustee

i. approve the appointment of the Superintendent of Schools to be the Health Consortium Trustee for the Ticonderoga Central School District for the 2020-21 school year, and

Approve SOS  
Memb. CVES  
Health Ins.  
Consort. Board

j. approve that the Superintendent of Schools serve as a member of the Champlain Valley Educational Services' Health Insurance Consortium Board for the 2020-21 school year, and

Appt. Sch.  
District Clerk  
Chair. Ann. Dist.  
Mtg.

14. be it resolved that the School District Clerk be appointed to serve as permanent chairperson of the annual district meeting and election. The duties of the chairperson include:

1. Declaring polls open or closed at appropriate times,
2. Insure that no other motions are in order during the hours set for voting,
3. Supervise the efforts of each voting district Chief Election Inspector,
4. Declare the result of each ballot as announced by each of the Chief Election Inspectors,
5. Notify, in writing, every person who is elected as a School Board Member, and
6. Report the names and post office addresses of elected Board of Education members to the Town Clerk of Ticonderoga, and

Appt. C & B, and  
H, S, L, D & G,  
LLP Sch. Atty.

15. that the Board of Education appoint Cook & Breitenbach and Hogan, Sarzynski, Lynch, Dewind & Gregory, LLP as School Attorneys for the 2020-21 school year, and

Appt. L. Cossey  
Privacy Official

16. that the Board of Education approve the appointment of Laurie Cossey as the Privacy Official of the Ticonderoga Central School District for the 2020-21 school year, and

Appt. SOS  
Design. Non-Res.  
Students

17. that the Board of Education approve the appointment of the Superintendent of Schools, as the designee of the Board of Education under the provisions of Commissioner's Regulation Section 100.2 (y) to make, on behalf of the Board, determinations regarding whether a student is a non-resident of the school district. This resolution shall remain in effect until revoked by resolution of the Board, and

Appt. J. Donohue  
& S. Nephew  
Dign. Act Coord.

18. that the Board of Education approve the appointment of John Donohue as the Dignity Act Coordinator at Ticonderoga Junior/Senior High School, Scott Nephew the Dignity Act Coordinator at the Ticonderoga Elementary School for the 2020-21 school year, and

Approve  
Athletic  
Placement  
Process.

19. that the Board of Education approve the following resolution:

WHEREAS, Section 135.(c) (7) (ii) (a) (4) of the Regulations of the Commissioner of Education provides for a board of education to permit pupils in grades no lower than seventh grade to compete on interscholastic athletic teams organized for senior high school pupils, or senior high school pupils to compete on interscholastic athletic teams organized for pupils in the seventh and eighth grades; and

Approve Athletic Placement Process. (Cont.)

WHEREAS, these pupils are to be allowed to compete at levels that are appropriate to their physical maturity, physical fitness, and sport skills in relationship to other pupils in accordance with the standards established by the Commissioner of Education; and

WHEREAS, the State Education Department issues the competition standards for these pupils to compete under a program called the Athletic Placement Process;

THEREFORE, BE IT RESOLVED, that the Ticonderoga Central School District Board of Education shall permit pupils to compete after successfully completing the Athletic Placement Process for the requested sport and level, and

Appt. Telling & Assoc. Auditor

20. that the Board of Education appoint Telling and Associates, CPA PC to serve as Auditor for the Ticonderoga Central School District for the 2020-2021 school year.

9 Ayes      0 Nays      0 Abstain      Motion Carried

REGULAR BOARD OF EDUCATION MEETING  
TICONDEROGA CENTRAL SCHOOL DISTRICT  
Wednesday, July 8, 2020

AGENDA

VI. PUBLIC PARTICIPATION

VII. RECOMMENDED ACTIONS

A. Approval of Financial Items

Approval of Minutes & ECAF Report

1. a. It was moved by Mr. Leerkes, seconded by Mr. Wells, that the Board of Education make any necessary corrections and approve the minutes of the Board of Education Regular Meeting held on June 23, 2020, and

b. acknowledge receipt of the Extra Classroom Activity Fund Report for June dated July 8, 2020 (Enc.), and

Appt. A. Michalak Tax. Collector & J. Andersen Clerk to Tax Collector

2. a. appoint Anne Michalak as Tax Collector for the Ticonderoga Central School for the 2020-21 school year, and

b. appoint Jacqueline Andersen as Clerk to the Tax Collector for the Ticonderoga Central School District for the 2020-21 school year, and

Approve Instr. Contract with PCS D

3. that the Board of Education approve the enclosed Instructional Contract with Putnam Central School District for the 2020-21 school year with the understanding that Putnam Central School District will only be charged for the students from their district that are enrolled on October 1 each year (Enc.), and

B. Personnel

Approve Appt. Vol. Drivers

1. that the Board of Education approve the appointment of the enclosed list of volunteer drivers of the district's occasional use vehicles for the 2020-21 school year (Enc.), and

Approve LOA C. Walraven Elem. Tchr.

2. that the Board of Education approve a Leave of Absence for Colleen Walraven as an Elementary Teacher to be paid from her sick/personal leave time, if available, effective September 1, 2020 through September 11, 2020, with a return to work date of September 14, 2020, awaiting physician release, under the Family and Medical Leave Act (Enc.), and

Accept  
Donations/Grants

C. New Business - Accept Donations/Grants

1. that the Board of Education accept the following donations/grants for the listed purposes:
  - a. Donation of \$7,706 for the purchase of Football Helmets from the Booster Club Football Account, and
  - b. donation of \$2,000 to the Cafeteria Lunch Charges from Jacob & Jennifer Taylor, and

Auth. BOE Pres.  
to Sign Emp. Agr.

D. New Business - Authorize the Board President to Sign Agreement

1. that the Board of Education authorize the Board President to sign the Employment Agreement by and between the Ticonderoga Central School District and Cynthia Ford-Johnston, effective July 1, 2020 through June 30, 2021 (Enc.).

9 Ayes      0 Nays      0 Abstain      Motion Carried

VIII. INFORMATIONAL ITEMS

Board Discussion

A. Board Discussion

1. 2020-21 District Goals
2. Evaluation - Superintendent of Schools

SOS Reports

B. Reports - Superintendent of Schools

1. School Safety/Reopening Plan - Reopening Planning Team
2. Operations & Maintenance Department (Enc.)

Future Items

C. Future Items

- |                   |  |
|-------------------|--|
| 1. Aug. 18, 2020  | Regular Board of Education Meeting - 6:00 p.m. |
| 2. Sept. 1 & 2    | Staff Development and Training                 |
| 3. Sept. 3, 2020  | First Day of Class for Students                |
| 4. Sept. 15, 2020 | Regular Board of Education Meeting - 6:00 p.m. |

IX. PUBLIC PARTICIPATION

X. EXECUTIVE SESSION

A. Adjournment to Executive Session

1. It was moved by Mr. Leerkes, seconded by Mr. Rich, that the Board of Education adjourn to Executive Session to discuss the negotiations at 6:39 p.m.

9 Ayes      0 Nays      0 Abstain      Motion Carried

Adjourn to  
Ex. Session  
6:39 p.m.

Reconv. Reg.  
Session  
7:44 p.m.

2. It was moved by Mr. Leerkes, seconded by Mr. Russell, that the Board of Education reconvene to Regular Session at 7:44 p.m.

9 Ayes      0 Nays      0 Abstain      Motion Carried

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Create Temp.  
One-year PE  
Tchr.

E. New Business - Create a Temporary One-Year Physical Education Position

1. It was moved by Mr. Rich, seconded by Mr. Wells, that the Board of Education create a temporary one-year Physical Education position ,to fill a one-year leave of absence.

9 Ayes      0 Nays      0 Abstain      Motion Carried

XI. ADJOURNMENT

A. Adjournment from Regular Session

1. It was moved by Mr. Leerkes, seconded by Mrs. Cross-Baker, that the Board of Education adjourn from Regular Session at 7:46 p.m.

ADJOURN  
7:46 p.m.

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Erin Hamel, District Clerk