

# WINDSOR CENTRAL SCHOOL DISTRICT

## BOARD OF EDUCATION MEETING

TUESDAY, March 28, 2017

**DATE:** March 28, 2017

**TIME:** 6:00 p.m.

**PLACE:** Palmer Elementary

**KIND OF MEETING:** Regular Meeting

**MEMBERS PRESENT:** Peter Nowacki, Margo Kibbler, Carine Shaffer, Kathy Swezey, Kevin Truman, Rhea Deyo, Stephen Feehan (arrived at 7:58 p.m.)

**MEMBERS ABSENT:**

**OTHERS PRESENT:** Dr. Jason Andrews, Andrew Fiorentino, Scott Beattie

### I. CALL TO ORDER

Peter Nowacki called the meeting to order at 6:01 p.m.

### II. SALUTE TO FLAG

### III. GOOD NEWS

### IV. PUBLIC HEARING

### V. BOARD RECOGNITION

### VI. PUBLIC COMMENTS – None

### VII. REPORTS

- A. State of the Building (Jamie Bernard)
- B. Budget Development (Andrew Fiorentino)

### VIII. REGULAR MEETING - CONSENT AGENDA

- A. Approval of Minutes – March 21, 2017
- B. Approve Change Orders EC-008, EC-009, EC-010 & EC-011
- C. Approve Bank Reconciliation Report, February, 2017
- D. Approve Contract for Health & Welfare Services with Union Endicott Central School District
- E. Award BOCES Chicken Bid for 2017-2018 to Sysco
- F. Approve Requests to Declare School Property Worthless
- G.

Motion by Kathy Swezey, seconded by Carin Shaffer,  
that the Consent Agenda be approved

Motion Carried 7-0-0

### IX. SUPERINTENDENT REPORT – Given by Dr. Andrews

- A. Building Project Update
- B. NCERT
- C. Youth Mental Health Training
- D. Summer Program Non-Resident Tuition
- E. District Overview Report

### X. BOARD OF EDUCATION MEMBER DISCUSSION - None

### XI. NEW BUSINESS

- A. Personnel Actions

- (1) Approve the appointment of Sherman McElwain as Uncertified Substitute Teacher and Support Staff Substitute, effective March 29, 2017

Motion by Kathy Swezey, seconded by Carin Shaffer,  
that the following resolution be approved:

BE IT RESOLVED, upon the recommendation of the Superintendent of Schools,  
that the appointment of Sherman McElwain as an Uncertified Substitute Teacher and  
Support Staff Substitute, effective March 29, 2017, be approved.

Motion Carried 7-0-0

- B. Approve Notice of Budget Hearing and Vote

Motion by Kathy Swezey, seconded by Carin Shaffer,  
that the following resolution be accepted:

BE IT RESOLVED, that

A budget hearing for the inhabitants of the Windsor Central School District qualified to vote at School District meetings will be held at the High School building, commencing at **6:00 p.m., on Tuesday, May 9, 2017**, where there shall be presented the proposed school district budget for the following school year.

### **Date of Vote**

The vote upon the appropriation of the necessary funds to meet the estimated expenditures or for any propositions involving the expenditure of money or the authorizing of levy of taxes, as well as the election of members of the Board of Education, shall be held on **Tuesday, May 16, 2017**, at the Windsor High School for Election District No. 1, and the C. R. Weeks Elementary School for Election District No. 2, and the Floyd Bell Elementary School for Election District No. 3 between the hours of **10:00 a.m. and 8:00 p.m.**

### **Statement of Money Required for Next School Year**

A copy of the statement of the amount of money which would be required for the next school year for school purposes shall be completed seven days before the budget hearing and may be obtained by any resident of the District at each schoolhouse during the period of 14 days immediately before the annual meeting and election, between the hours of 9:00 a.m. and 4:00 p.m., except Saturday, Sunday or holidays.

### **Vote for Board Members**

Petitions nominating candidates for the office of member of the Board of Education must be filed with the Clerk of the District between the hours of **9:00 a.m. and 5:00 p.m.**, not later than **April 17, 2017**.

The following vacancies are to be filled:

*A three-year term ending June 30, 2017 presently held by **Carin Shaffer***

*A three-year term ending June 30, 2017 presently held by **Kathy Swezey***

*A two-year term ending June 30, 2019 to fill the remainder of the unexpired term of **Gina Calisi***

Each petition must be addressed to the Clerk of the District, be signed by at least 25 qualified voters of the District, shall state the residence of each signer, the name and address of the candidate, and the length of term of office. No person shall be nominated for more than one specific office.

### **Voter Registration**

Pursuant to Section 2014 of the Education Law, personal registration of voters is required, and no person shall be entitled to vote at said meeting whose name does not appear on the register of said School District or who does not register as hereinafter provided, except a person who is otherwise qualified to vote and is registered under the provisions of Article 5 of the Election Law. The District Clerk or other designee of the Board of Education shall prepare a register for said Special District Meeting, except that the register prepared at the last annual meeting or election shall be used as the basis therefor and shall include all persons who shall have presented themselves personally for registration thereat and also all persons who shall have been previously registered for any annual or special district meeting or election and who shall have voted at any annual or special district meeting or election held or conducted at any time within four years prior to the preparation of said register. Any person 18 years of age or over, and a citizen of the United States, and a resident of the School District for 30 days next preceding the date for voting is entitled to register and vote.

Residents who need to register may do so between the hours of 1:00 P.M. and 3:00 P.M. at regular days of business at the office of the District Clerk located in the Windsor High School at least five (5) days prior to the vote. Any qualified person will be entitled to have his or her name placed on the voting register. As a basis for preparation of the register, the District Clerk shall use the Broome County register of qualified voters and the register prepared for the annual School District Election held May 17, 2016. Any qualified person who has previously registered for any annual or Special School District meeting or election and who shall have voted at any annual or Special School District meeting or election during the four calendar years prior to 2016, and any qualified person whose name appears on the register of qualified voters provided to the School District by Broome County, will not be required to register personally for this District meeting.

### **Election Districts**

The description of the boundaries of the school election districts into which the Windsor Central School District is divided are on file and may be inspected in the office of the District Clerk, located in the District Office at the Windsor High School, Windsor, New York, during business hours. The election districts and the place in each election district in which the annual vote will be held are as follows:

#### ***Election District No. 1***

*Voting Place: Windsor High School Building*

*Boundaries: Windsor Central School District residents in Windsor Election Districts 1 and 2, Colesville Election Districts 1 and 3, and Sanford Election Districts 2 and 3*

#### ***Election District No. 2***

*Voting Place: C. R. Weeks Elementary School Building*

*Boundaries: Windsor Central School District residents in Windsor Election Districts 3 and 4, and Colesville Election District 2*

#### ***Election District No. 3***

*Voting Place: Floyd L. Bell Elementary School Building*

*Boundaries: Windsor Central School District residents in Kirkwood Election Districts 1, 2, 3, and 4*

### **Absentee Ballots**

Applications for absentee ballots may be applied for at the office of the District Clerk at the District Office, (housed in the High School at 1191 NY Route 79) Windsor, New York 13865. Such applications must be received by the District Clerk at least seven (7) days before the vote set in this notice if the ballot is to be mailed to the absentee voter or the day before the vote if the ballot is to be delivered personally to the absentee voter. Absentee ballots must be received in the office of the Clerk of the District not later than **5:00 p.m.**, on **May 16, 2017**.

A list of all persons to whom absentee voters' ballots have been issued shall be available for public inspection during regular office hours, which are between the hours of 8:00 a.m. and 4:00 p.m. Any qualified voter, may upon examination of such list, file written challenge of qualifications of a voter of

any person whose name appears on such list, stating the reasons for the challenge. Such written challenge shall be transmitted by the Clerk or designee to the Inspectors of Election on Election Day.

This Resolution shall be effective immediately.

The adoption of the foregoing Resolution duly put to a vote on roll call, which resulted as follows:

Ayes: 7  
Nays: 0  
Abstain: 0  
Absent: 0

Motion Carried 7-0-0

**XII. PUBLIC COMMENTS - None**

**XV. NEXT MEETING OF THE BOARD OF EDUCATION**  
■ **April 11, 2017 – Middle School – Regular Meeting – 6:00 p.m.**

**XVI. ADJOURNMENT**

Motion by Kathy Swezey, seconded by Carin Shaffer,  
that the meeting be adjourned.

Motion Carried 7-0-0

The meeting was adjourned at 8:22 p.m.

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Amy Barton  
Board Clerk