

**Date:** April 17, 2023

**Where Held:** LaFargeville Central School

**Members Present:**

Matthew Duffany

Mary Ford-Waterman

Matthew Timerman

Jada Walldroff

Sheryl Wilson

**Kind of Meeting:** Regular

**Members Absent:**

**Others Present:**

Travis Hoover, Superintendent

Daniel Hammond, Principal

Nicole Parliament, Business Manager

Michelle Papin, District Clerk

Mr. Matthew Duffany, President called the meeting to order at 6:35 p.m. Mrs. Mary Ford-Waterman made a motion, seconded by Mr. Matthew Timerman to approve the minutes as presented. Motion is approved 5-0.

Approval of  
Minutes

Mrs. Jaycee Welsh, Internal Claims Auditor, presented the claims audit report to the Board totaling \$341,390.53 with no issues found. Mrs. Sheryl Wilson made a motion to approve the report, seconded by Mrs. Jada Walldroff. Motion is approved 5-0.

Claims Audit  
Report

The following resolution was offered by Mr. Matthew Timerman, duly seconded by Mrs. Mary Ford-Waterman. Motion is approved 5-0.

Standard Workday

**BE IT RESOLVED**, that the LaFargeville Central School District, Location code 72211, hereby establishes the following as standard work days (attached) for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body.

Mrs. Jada Walldroff made a motion, seconded by Mrs. Sheryl Wilson to accept the following resignation, as recommended by the Superintendent. Motion is approved 5-0.

Resignation: J.  
Smith – Bldg.  
Maint. Mech.

Name	Position	Effective Date
Jakab Smith	Building Maintenance Mechanic	April 9, 2023

Mr. Matthew Timerman made a motion, seconded by Mrs. Mary Ford-Waterman to appoint the following Term-Appointment - School Counselor as recommended by the Superintendent. Motion is approved 5-0.

Term Appoint. – R.  
Davis – Counselor

Name	Position	Rate of Pay	Effective Date	Fingerprint Clearance
Riley Davis	School Counselor	\$13,644.95	April 18 – June 23, 2023	Yes

Mrs. Sheryl Wilson made a motion, seconded by Mrs. Jada Walldroff to rescind the appointment of Larry Brown, Co-Coach JV Girls Softball, as recommended by the Superintendent. Motion is approved 5-0.

Rescind JV Softball  
Co-Coach –  
L. Brown

Mrs. Mary Ford-Waterman made a motion, seconded by Mr. Matthew Timerman to appoint the following spring coach, as recommended by the Superintendent. Motion is approved 5-0.

Mod. Baseball  
Coach – L. Brown

Name	Position	Coaching Certification	Fingerprint Clearance
Larry Brown	Modified Baseball	Teacher Coach	Yes



Mrs. Jada Walldroff made a motion, seconded by Mrs. Sheryl Wilson to accept the CSE/CPSE recommendations, as presented by Mrs. Jaycee Welsh, Chairperson. Motion is approved 5-0.

CSE/CPSE  
Recommendations

Mr. Matthew Timerman made a motion, seconded by Mrs. Mary Ford-Waterman to approve the following resolution. Motion is approved 5-0.

**Cooperative Bidding Resolution**

**WHEREAS**, it is the plan of a number of PUBLIC SCHOOL DISTRICTS and the MADISON-ONEIDA BOCES (the "BOCES") during the 2023-2024 school year to bid jointly for the purchase of various types of computers and technology commodities (the "Commodities"); and

**WHEREAS**, the LaFargeville Central School District ("the School District") is desirous of participating in the joint bidding of the Commodities, as authorized by General Municipal Law, Article 5-G; and

**WHEREAS**, this Board of Education has received and reviewed the Cooperative Bid Procedures ("the Procedures") governing its right and responsibilities should it elect to participate in the joint bidding of commodities; and

**BE IT FURTHER RESOLVED**, that in accordance with Cooperative Bid Procedures the Board of Education agrees to award bid purchase item purchases according to the recommendation of the BOCES if such award is in the best interest of the school district.

Resolution:  
Cooperative  
Bidding – Tech.  
Commodities

Mrs. Mary Ford-Waterman made a motion, seconded by Mr. Matthew Timerman to approve the following resolution. Motion is approved 5-0.

**Cooperative Purchasing Program**

**WHEREAS**, The Cooperative Purchasing Service is a plan of a number of public school districts in the Oswego County Board of Cooperative Educational Services Area in New York (known as the Center for Instruction, Technology & Innovation [CiTi]), to bid jointly for water testing and sampling services, and

**WHEREAS**, LaFargeville Central School (hereinafter the "Participant") is desirous of participating with Oswego County Board of Cooperative Educational Services/CiTi and other Boards of Cooperative Educational Services and public school districts in the joint bidding of the services mentioned above as authorized by General Municipal Law, Section 119-o, and

**WHEREAS**, The participant wishes to appoint the Oswego County Board of Cooperative Educational Services/CiTi to advertise for bids, accept bids, tabulate bids and award bids on their behalf; therefore

**BE IT RESOLVED**, The participant hereby appoints Oswego County Board of Cooperative Educational Services/CiTi to represent it in all matters relating above, and designates the Oswego County Board of Cooperative Educational Services/CiTi designated newspaper(s) as the legal publication(s) for all Cooperative Purchasing bid notifications, and

**BE IT FURTHER RESOLVED**, The participant authorizes the Oswego County Board of Cooperative Educational Services/CiTi to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned services, and,

**BE IT FURTHER RESOLVED**, The participant agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts; (3) abide by the Award of the Oswego County Board of Cooperative Educational services/CiTi; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

Services/CiTi; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

Resolution:  
Oswego Coop.  
Purchasing – Water  
Testing



The following resolution was offered by Mrs. Jada Walldroff, duly seconded by Mrs. Sheryl Wilson. Motion for adoption is approved 5-0.

**BE IT RESOLVED** that the LaFargeville Central School District Board of Education, upon the recommendation of the Superintendent, take action to approve the following Tenure Appointment, with effective date as listed below:

Name	Effective Date	Tenure Area	Tenured Period to Begin
Sarah Bates	Probation Period Began 09/03/2019	Mathematics	09/01/2023

Tenure: S. Bates

The following resolution was offered by Mr. Matthew Timerman, seconded by Mrs. Mary Ford-Waterman. Motion for adoption is approved 5-0.

Name	Effective Date	Tenure Area	Tenured Period to Begin
Katelyn Docteur	Probation Period Began 09/03/2019	Elementary	09/01/2023

Tenure: K. Docteur

The following resolution was offered by Mrs. Sheryl Wilson, seconded by Mrs. Jada Walldroff. Motion for adoption is approved 5-0.

Name	Effective Date	Tenure Area	Tenured Period to Begin
Caitlyn Scordo	Probation Period Began 09/03/2019	Guidance Counselor	09/01/2023

Tenure: C. Scordo

Mrs. Mary Ford-Waterman made a motion, seconded by Mr. Matthew Timerman to dispose of the following item, as recommended by the Superintendent. Motion is approved 5-0.

Item	Serial Number	LCS Tag Number
Advance Floor Scrubber - Model BA6124	1666195	000118

Disposal: Floor Scrubber

Mrs. Jada Walldroff made a motion, seconded by Mrs. Sheryl Wilson, to approve the following request for non-school use of buses. Motion is approved 5-0.

Organization	Date/Time	Purpose
Cornell Cooperative Extension	May 6, 2023 10:45 a.m. – 2:00 p.m.	Field Trip – 3C Bowl

Bus-Use: Cornell CCE

Mr. Matthew Timerman made a motion, seconded by Mrs. Mary Ford-Waterman to accept a \$100 donation from Teresa Clement Dance Studio. Motion is approved 5-0.

Donation: T. Clement Dance

Mrs. Sheryl Wilson made a motion, seconded by Mrs. Jada Walldroff to appoint Construction Associates, LLC for Construction Management Services, as recommended by the Superintendent. Motion is approved 5-0.

Construction Management Services: Construction Associates

Mrs. Nicole Parliament, Business Manager and Mr. Travis Hoover, Superintendent presented the 2023-2024 Budget and Property Tax Report Card to the Board.

Discussion: 23-24 Budget

Mr. Hoover discussed the Capital Project with the Board.

23-24 Tax Report Card

A brief discussion was held regarding the second read of Policy #7670 – Due Process Complaints: Selection & Board Appointment of Impartial Hearing Officers.

Policy 7670

Mrs. Mary Ford-Waterman made a motion, seconded by Mr. Matthew Timerman to adopt the 2023-2024 Budget. Motion is approved 5-0.

Adoption: 2023-2024 Budget

Mrs. Jada Walldroff made a motion, seconded by Mrs. Sheryl Wilson to adopt the 2023-2024 Property Tax Report Card. Motion is approved 5-0.

Adoption: 2023-2024 Property Tax Report Card

The Board acknowledges receipt of the financial statements.

Financial  
Statements

Mrs. Jaycee Welsh, Principal shared with the Board:

- 3-8 Testing
- HS Academic Counseling Interviews – Sophomores
- Puberty Discussion – Grades 4-5
- P/T Conferences with parents for possible retentions
- Cornell Coop. Ext. – Planetarium set up in the auditorium for classes to visit
- Orleans Public Library – Gr. 3-12 Presentation: Anne Frank Exhibit

Admin. Reports

Mr. Daniel Hammond, Principal shared with the Board:

- Basketball Season has ended. 4 All-Stars were chosen
- Natalie Waterman – Academic All-Star
- Youth Advocacy of Jefferson County - Community Improvement Project – Petting Zoo
- CFES/Brilliant Pathways- Clarkson & Potsdam visits
- Door Decorating for Colleges attended
- 120 kids went on a field trip to Clayton Opera House to see Huff and Puff

Mr. Travis Hoover, Superintendent shared with the Board:

- JLSBA Annual Dinner Meeting – May 22 – Tug Hill Vineyards
- Summer Programming – On-line options
- Elementary Career Day
- LTA Scholarship Carnival
- ABC 50 Golden Apple Award – L. McCullouch
- Compliments to Mr. Hammond, Mrs. Welsh & Mrs. Parliament for their hard work and extra time put in to get projects completed

Supt. Report

Mr. Matthew Timerman made a motion, seconded by Mrs. Sheryl Wilson to move to executive session at 7:53 p.m. for matters which include collective negotiations. Motion is approved 5-0.

To Exec.

Mr. Matthew Timerman made a motion seconded by Mrs. Mary Ford-Waterman to move from executive session at 9:17 p.m. Motion is approved 5-0.

From Exec.

Mrs. Jada Walldroff made a motion, seconded by Mrs. Sheryl Wilson to adjourn the meeting at 9:19 p.m. Motion is approved 5-0.

Adjourn

Michelle Papin  
District Clerk



**LaFargeville Central School**  
**Claims Auditor Report - March 2023**

TOTAL \$341,390.53

*General Fund*

Date	Warrant #	Amount	Beginning Check #	Ending Check #	Comment(s)
3/3/2023	39	\$ 12,498.30	30982	30997	Approved
3/6/2023	40	\$ 92,595.18	30998	31021	Approved
3/13/2023	41	\$ 7,791.30	31022	31038	Approved
3/20/2023	42	\$ 15,940.35	31039	31049	Approved
3/27/2023	43	\$ 61,604.53	31050	31066	Approved
3/31/2023	44	\$ 37,762.10	31067	31119	Approved
TOTAL		\$ 228,191.76			

*Cafeteria*

Date	Warrant #	Amount	Beginning Check #	Ending Check #	Comment(s)
3/3/2023	18	\$ 14,242.68	503506	503512	Approved
3/13/2023	19	\$ 4,547.84	503513	503515	Approved
3/27/2023	20	\$ 6,427.00	503516	503519	Approved
TOTAL		\$ 25,217.52			

*Federal*

Date	Warrant #	Amount	Beginning Check #	Ending Check #	Comment(s)
3/3/2023	14	\$ 20,633.00	2308	2308	Approved
TOTAL		\$ 20,633.00			

*Capital Fund*

Date	Warrant #	Amount	Beginning Check #	Ending Check #	Comment(s)
3/3/2023	3	\$ 26,774.18	398	398	Approved
3/20/2023	4	\$ 40,574.07	399	399	Approved
TOTAL		\$ 67,348.25			

**NYSLRS**  
**Standard Work Day for Employees**

<b>TITLE</b>	<b>STANDARD WORK DAY (HRS/DAY)</b>
Bus Driver	8.00
Bus Driver/Laborer	8.00
Bus Monitor	8.00
Transportation Supervisor	8.00
Head Mechanic	8.00
Automotive Mechanic's Helper	8.00
Teacher Aide	6.50
Teacher Aide/Monitor	7.50
Food Service Helper	8.00
Assistant Cook	7.00
Cook Manager	8.00
Food Service Manager	8.00
Computer Support Specialist	8.00
Custodian	8.00
Cleaner	8.00
Head Custodian	8.00
Building Maintenance Mechanic	8.00
Nurse	6.50
Typist	7.50
Clerk	7.50
Account Clerk	8.00
Business Manager	8.00
Confidential Secretary to the Superintendent	8.00
Chaperone	6.50
Treasurer	8.00
Deputy Treasurer	8.00
District Clerk	8.00
Tax Collector	8.00





# Madison-Oneida

Board of Cooperative Educational Services

Lead • Partner • Innovate • Excel

RECEIVED  
APR 12 2023

BY: .....

## CENTRAL ADMINISTRATION

Phone: 315.361.5510 • Fax: 315.361.5517

SCOTT A. BUDELMANN, District Superintendent

LISA M. DECKER, Deputy Superintendent for Finance & Operations

MATTHEW C. WILLIAMS, PhD, Assistant Superintendent for Curriculum & Instruction

To: Superintendents of Schools

From: Lisa Decker, Deputy Superintendent for Finance & Operations  
Madison-Oneida BOCES

Date: April 11, 2023

Re: Participation in RIC Bids with Non-General Fund Dollars

The Mohawk Regional Information Center helps school districts purchase hardware and software to complement school technology plans, regardless of the source of funding or the source of state aid. Additionally, the MORIC provides installation and support services to school districts to ensure consistency with existing technology, follow-through on the function of the equipment, and on-going support and accountability.

When these purchases are made with building aid funds, hardware aid funds, and/or grant funds instead of general funds, they do not qualify for BOCES aid and the district retains ownership of the items purchased. "BOCES" should not be listed as a vendor on Final Cost Reports for building projects.

If you wish to purchase from the MORIC regional bids for technology and software using non-general fund dollars, you may do so by having the Board of Education approve the attached Cooperative Bidding Resolution. Next, your assigned Mohawk Regional Information Center Technology Planning Specialist will assist you in the development of a proposal, the initiation of the purchase, and the coordination of the installation and subsequent support. In order to ensure that such purchases that are processed by MORIC do not generate BOCES aid you must identify those items to your Planning Specialist and your local BOCES.

Building aidable or grant funded equipment installed by the Mohawk Regional Information Center will have a "RIC Installed" tag on the equipment. The equipment is owned and insured by the district and not the Mohawk Regional Information Center because the district used grant and/or building project monies. However, the equipment is connected to district networks and other equipment made available through BOCES aidable CoSers.

If you wish to participate in the regional technology bid with non-general fund dollars, please send the attached yearly Cooperative Bid Resolution to Heather Mahoney, Executive Director of the Mohawk Regional Information Center, by May 12, 2023.

**Cooperative Bidding Resolution:**

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**WHEREAS**, the LaFargeville Central School District ("the School District") is desirous of participating in the joint bidding of the Commodities, as authorized by General Municipal Law, Article 5-G; and

**WHEREAS**, this Board of Education has received and reviewed the Cooperative Bid Procedures ("the Procedures") governing its right and responsibilities should it elect to participate in the joint bidding of commodities; and

**BE IT FURTHER RESOLVED**, that in accordance with Cooperative Bid Procedures the Board of Education agrees to award bid purchase item purchases according to the recommendation of the BOCES if such award is in the best interest of the school district.

**Certification of District Clerk**

I, Michelle Papin, District Clerk of the LaFargeville Central School Board of Education, hereby certify that the above resolution was adopted by the required majority vote of the Board of Education Meeting held on April 17, 2023.



Signature of District Clerk



Date



**SUBJECT: DUE PROCESS COMPLAINTS: SELECTION AND BOARD APPOINTMENT OF IMPARTIAL HEARING OFFICERS****Due Process Complaints**

The District will make every effort to amicably resolve disputes regarding educational programs for students with disabilities. If these disputes cannot be resolved, either a parent, person in parental relation, or the District may file a due process complaint challenging the identification, evaluation, or educational placement of a student with a disability, or a student suspected of having a disability, or the provision of a free appropriate public education to the student. The complainant may not receive an impartial due process hearing until the complainant, or the complainant's attorney, files a due process complaint notice that meets the requirements set forth in law for the notice. All due process hearings will be conducted in a manner consistent with the timelines and procedures set forth in law and regulation.

Except as otherwise provided by law, all requests for impartial due process hearings must be submitted within two years of the date the parent or the District knew or should have known about the alleged action forming the basis of the complaint. Upon receipt or filing of the due process complaint notice, the District will provide the most current version of the procedural safeguards notice to the parents. The District will also inform parents in writing of the availability of mediation and any free or low-cost legal and other relevant services available in the area.

An impartial due process hearing will be conducted at a time and location reasonable and convenient to the parent and student involved. The hearing will be closed to the public unless the parent requests otherwise. The impartial hearing officer (IHO) may conduct the hearing by videoconference or teleconference with parental consent which may be obtained at a pre-hearing conference, or at a minimum of ten days before the scheduled hearing date, provided that all personally identifiable data, information, or records pertaining to the student during the hearing is kept confidential in accordance with law and regulation.

A student whose education is the subject of a due process complaint will remain in their current placement during the pendency of the impartial due process hearing unless both parties agree or as otherwise permitted by law.

**Resolution Process**

Prior to the opportunity for an impartial due process hearing, the District will convene a meeting with the parents and the relevant member or members of the Committee on Special Education or Committee on Preschool Special Education who have specific knowledge of the facts identified in the complaint. This meeting will provide the parents with an opportunity to discuss their complaint and the facts that form the basis of the complaint, and an opportunity to resolve the complaint with the District. The District will take steps to ensure that one or both of the parents of the student with a disability are present at the resolution meeting, and will notify parents of the meeting early enough to ensure that they have the opportunity to attend. The resolution meeting will be at a mutually agreed upon time and place,

(Continued)

## Students

**SUBJECT: DUE PROCESS COMPLAINTS: SELECTION AND BOARD APPOINTMENT  
OF IMPARTIAL HEARING OFFICERS (Cont'd.)**

NOTE: Refer also to Policies #7313 -- Suspension of Students  
#7660 -- Parent Involvement for Children with Disabilities  
#7690 -- Special Education Mediation

Adoption Date



# **Jefferson-Lewis School Boards Association**

## **Annual Dinner Meeting**

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**Place:** Tug Hill Vineyards  
4051 Yancey Road  
Lowville, NY

**Date:** Monday, May 22, 2023

**Registration/Social Time:** 5:15 p.m. to 6:00 p.m.

**Dinner:** 6:00 p.m. to 7:15 p.m.

**Presentation:** 7:15 p.m.

**Speaker:** Robert Schneider, Executive Director,  
New York State School Boards Association

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The Annual Meeting will follow the presentation.

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### **DINNER BUFFET**

**\$35/per person**

**Maple Bourbon Glazed Ham, Chicken Riggies, Garlic Mashed Potatoes, Green Beans w/Brown Butter and Almonds**

**Dessert: Gourmet Brownies and Seasonal Cobbler or Crisp**

**Includes: Fresh Baked Rolls & Butter, Tossed salad served with House Maple Balsamic Vinaigrette**

**Please email the attached reservation sheet to [placlair@boces.com](mailto:placlair@boces.com) by Monday, May 8, 2023**

<b>NOTE: Districts will be billed under CoSer 616 for the dinner @ \$35/per person</b>
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