

**MINUTES OF A SPECIAL MEETING OF THE DUNKIRK BOARD OF EDUCATION
HELD IN THE LARGE GROUP INSTRUCTION ROOM AT THE HIGH SCHOOL,
NOVEMBER 10, 2020 AT 5:30 P.M.**

MEMBERS PRESENT:

MR. DAVID DAMICO; MRS. CLAUDIA SZCZERBACKI; MR. ROBERT
BANKOSKI; MRS. JULIE SMITH; MRS. LORETTA TORAIN; MR.
KENNETH KOZLOWSK; MS. BETSY RAMOS

MEMBERS ABSENT: None

MEMBERS EXCUSED: None

SCHOOL OFFICIALS PRESENT:

SUPT. OF SCHOOLS: MR. MICHAEL MANSFIELD
BUSINESS MANAGER: MS. CYNTHIA MACKOWIAK
SUP. BUILDINGS & GROUNDS: MR. TIMOTHY ABBEY

PRESENT ALSO: Eleven Administrators and Staff

REGULAR ORDER OF BUSINESS: Mr. Damico called the meeting to order at
5:31.

Mrs. Smith called roll.

Mr. Damico requested everyone to stand for the Pledge of Allegiance.

WRITTEN COMMUNICATIONS: NONE

**QUESTIONS AND ORAL COMMUNICATIONS OF THE PUBLIC PERTAINING TO
THIS EVENING'S AGENDA ITEMS:** NONE

REPORT OF THE SUPERINTENDENT OF SCHOOLS: Mr. Mansfield started with an
incident report from Officer Zentz on the drive by shooting near 635 Leopard Street on
November 6, 2020. The incident was over and out of the City limits before any schools could
have been put into any emergency procedures. No Districts were advised from any police
agency to go into those procedures. Students in our buildings were safe and not in any danger

during this incident.

Ms. Farwell then spoke about reopening updates at the Middle School. Some transition steps being taken are having parent meetings, 6th Grade Orientation, teachers are helping connect students to new Class Dojos. 7th and 8th grade hybrid classes begin on November 16 for group A and November 19 for group B. Lisa Barone, Director of Infectious Control also came and had a presentation for parents on October 29, 2020.

For 6th grade hybrid, which started this week, they had 46 students for the first day. The students were happy to be there and eager to learn, and 6th grade teachers did an excellent job. Students were given a tour of the building and went through their schedules with teachers. Special area teachers were fantastic at making last minute adjustments as well.

Students who are remote are now seeing more student centered classes as they are smaller in size. For example, once hybrid classes started a remote PE class was down to 10-15, where it previously had 47. Remote teachers also did a transition and have already seen an increase in students showing up for instruction, that weren't before.

Ms. Hoerner then spoke about the High School update. They had 271 students 9-12 who signed up for hybrid, 244 of them showed up. The kids were awesome, upbeat and positive. They are looking at capacity in certain areas, and looking at ways to get more students back into the buildings. Everyone was so happy to see students back.

Mr. Mansfield gave an update on the COVID-19 Communications Protocol. There is always going to be an on-call nurse to help the Department of Health with contact tracing, or for a staff member to reach out to if needed.

Mr. Kozlowski asked if there was a phone number listed anywhere for the on call nurse, Mr. Mansfield said that we are looking into getting the nurses a district cell phone so we can post it. Mr. Kozlowski also asked about if students or staff need to have a negative test before returning from quarantine or isolation. Dr. Frazier responded that no they do not. They have to stay in isolation/quarantine until the date given, and the health department will give them a release notice, but they do not need to test again.

Mr. Mansfield then asked Mr. Abbey to talk about the Capital Project. He stated that we are knocking on the door of doing work for Phase 1. Mr. Abbey reminded us that we broke it down by years. Phase 1 Major Components are DHS culvert replacement, secure transaction windows at all schools, security film on all ground floor windows and entry doors at all schools, and security infrastructure enhancements at all schools. Mr. Abbey went through the attached

timeline and is hoping to have shovels in the ground by May 1, 2021.

Mr. Bankoski asked if the project starts in May, will it have any effect on the Track or the Baseball fields. Mr. Abbey responded that they are aware of the possible issue, but the construction areas will be clearly marked and the safety of students and parents will be the top priority.

Mr. Bankoski also thanked Mr. Mansfield for all his hard work during this pandemic. He said there is no book on all of this and they can tell just how much work he has put into all of it. Mr. Mansfield said that all his nurses have been very helpful, and especially Julie Lawrie and Nichole Dispense, that they have put a lot of time and effort into everything as well.

REPORT OF THE BOARD PRESIDENT: Mr. Damico stated that he had nothing to report on tonight.

REQUEST TIME FOR COMMENT OF CONSENSUS ITEMS: None

APPROVAL OF CONSENSUS ITEMS: Mr. Kozlowski **MOVED** the approval of the consensus items; seconded by Mr. Bankoski; approved unanimously;

CONSENSUS ITEMS:

6.1 Financial Matters:

- 6.1.1 October 2020 Warrant Report**
- 6.1.2 September 2020 Treasurer's Report**
- 6.1.3 October 2020 Revenue Status Report**
- 6.1.4 October 2020 Budget Transfer Report**
- 6.1.5 October 2020 Journal Entry Report**
- 6.1.6 October 2020 Over Time Report**
- 6.1.7 October 2020 COVID-19 Report**
- 6.1.8 October 2020 Claims Auditor Report**

6.2 Resignations/Terminations:

Item No.	Action
6.2.1	Acceptance of resignation from Yahaira Pagan, Teacher Aide, Dunkirk Elementary School #7, effective October 28, 2020
6.2.2	Acceptance of resignation for retirement purposes from Karen Farley, Occupational Therapist, effective December 30, 2020

6.3 Appointments:

Item No.	Name	Position	Effective Date	Comment
6.3.1	Marianne Furlan	A.M. Supervisor, Middle School	2020-2021 School Year	As per the DTA Contract
6.3.2	Helena Rankin	A.M. Supervisor, Middle School	2020-2021 School Year	As per the DTA Contract
6.3.3	Kevin Padilla Soto	Substitute Cleaner	2020-2021 School Year	
6.3.4	Nicole Nopper	Long Term Substitute Teacher	2020-2021 School Year	Effective November 10, 2020

6.4 Other – Authorizations:

Item No.	Action
6.4.1	Approval for Valarie Csont and Philip Szymczak to invoke Article VIII, Section 6 of the Dunkirk Teachers’ Association collective bargaining agreement, which allows two tenured teachers to exchange assignments for one year
6.4.2	Approval of the Dunkirk City Schools, District Wide, School Safety Plan (Project SAVE, Safe Schools against the Violence in Education) Commissioner’s Regulation 155.17, effective November 12, 2020
6.4.3	Amendment of Resolution 3 of the October 13, 2020 Regular Board Meeting. The transportation contract extension for Corvus Bus & Charter was approved

	for \$17,585.00, amended to \$34,246.80 as it is no longer a shared bus run with Fredonia Central School District.
6.4.4	Correction of Resolution 4 of the October 13, 2020 Regular Board Meeting: Jeannine Van Wey, Music, is on Step 17, Column B+60M (\$91,141.00) and not Step 17, Column B+30M (\$89,869.00) as recorded
6.4.5	Approval to dispose of surplus library books from Dunkirk High School and Dunkirk Elementary School #7 as presented to the individual Board of Education members
6.4.6	Approval to dispose of surplus Building and Grounds' equipment as presented to the individual Board of Education members
6.4.7	Approval to dispose of surplus Library technology equipment as presented to the individual Board of Education members
6.4.8	Approval to accept the donation of High School library books from Amy Gorski, Library Media Specialist and Dunkirk High School, as presented to the individual Board of Education members
6.4.9	Approval to abolish a 0.5 Reading Teacher position at School #4
6.4.10	Approval to abolish a 0.5 Reading Teacher position at Dunkirk Middle School
6.4.11	Approval to create 1.0 Reading Teacher position at School #4
6.4.12	Approval of an unpaid leave of absence for Melissa Leffel, English Language Arts Teacher, effective November 10, 2020
6.4.13	Approval for a medical leave of absence for Employee #1492, effective January 06, 2020
6.4.14	Approval for a medical leave of absence for Employee #1239, effective October 29, 2020
6.4.15	Approval for a medical leave of absence for Employee #1736, effective November 2, 2020
6.4.16	Approval for a medical leave of absence for Employee #1046, effective November 3, 2020
6.4.17	Approval for a return from a medical leave of absence for Employee #332, effective September 18, 2020
6.4.18	Approval for a return from a medical leave of absence for Employee #2937, effective October 26, 2020

6.4.19	Approval for a return from a medical leave of absence for Employee #2447, effective October 27, 2020
6.4.20	Approval for a return from a leave of absence for Jacob Thompson, Teacher Aide, effective November 16, 2020
6.4.21	Approval for the Registered Nurse position at Northern Chautauqua Catholic School (NCCS) and Central Christian Academy (CCA) be increased to 1.0 FTE from 0.8 FTE for the 2020-2021 school year
6.4.22	Approval for Clarissa Ortiz, Dunkirk, NY, to start her probationary period for the Clerk II, Spanish Speaking position, on November 12, 2020 due to her successfully passing the Civil Service Examination
6.5.22	Approval for Jessica Vazquez, Dunkirk, NY, to start her probationary period for the Clerk II, Spanish Speaking position, on November 13, 2020 due to her successfully passing the Civil Service Examination

6.5

Special Education Placements:

WHEREAS, the Dunkirk Committee on Special Education met on October, 8, 9, 13, 14, 15, 16, 19, 20, 21, 22, 26, 27, 28, 29, 30, and November 3, 4, and 5, 2020 to review and evaluate the condition and placement of students who have been identified as having physical, mental, or emotional disability, and

WHEREAS, the documentation and evidence presented at these meetings indicate that the Committee on Special Education made the below-listed recommendations to the Board of Education; now therefore, be it

RESOLVED, that the recommendation for placement or change in placement of the children listed below be approved as follows:

CPSE:

Special Class: 900569795, 900569680, 900569646
 Related Service: 900570090, 900570083, 900570052, 900569980,
 900569967, 900569862, 900569799, 900569775, 900569737, 900569696,
 900569670, 900569492, 900569643
 Itinerant Service: 900569351, 900570032, 900570071, 900569663

Sub CSE:

Special Class: 900570132 (6), 900569377 (K), 900569108 (1)
 Consultant Teacher Service: 900570011 (5)

CSE:

Special Class: 900570173 (6), 900570174 (UG), 900567265 (5), 900567079 (5), 900567862 (3), 900436157 (11), 900567172 (6), 900569041 (1), 900567877 (3), 071340000 (12), 900449392 (10), 900567430 (10), 900568963 (3), 900568924 (1), 900567779 (5), 900566629 (8)

Related Service: 900569976 (1), 900568972 (1),

Consultant Teacher Service: 900567200 (5), 900568702 (3), 900450857 (11), 071150008 (12), 900566898 (7), 900568731 (8), 082410006 (12), 110960001 (9), 900569962 (4), 900567907 (6), 900569925 (2), 900569620 (6), 092120005 (11), 900567042 (6), 900567179 (11), 900569010 (3), 900568937 (2), 900569482 (8), 900567961 (4), 900568346 (2), 900566639 (9), 900567870 (6), 900568556 (5)

6.6 Approval of Minutes:

- **October 13, 2020 - Regular Board Meeting**

PRESENTATION OF ITEMS FOR BOARD ACTION:

Mr. Bankoski **MOVED** the tabling of the following resolution; seconded by Mrs. Szczerbacki; approved unanimously:

RESOLVED, upon the recommendation of the Superintendent of Schools, that Michael Przybycien, Dunkirk NY, is hereby appointed to the position of Maintenance Mechanic, effective November 25, 2020, \$62,400 pro rata.

His six-month probationary period will commence on November 25, 2020.

NOTE: Mr. Przybycien is assigned District Wide, filling the vacancy for Thomas Tarnowski who retired.

Mr. Bankoski **MOVED** the tabling of the following resolution; seconded by Mrs. Szczerbacki; approved unanimously:

RESOLVED, upon the recommendation of the Superintendent of Schools that Salvador Flores, Dunkirk NY, is hereby appointed to the position of Maintenance Mechanic, effective November 12, 2020, \$52,000.00 pro rata.

NOTE: Mr. Flores is assigned District Wide, filling the vacancy of Layne Fox who retired.

Mr. Bankoski **MOVED** the adoption of the following resolution; seconded by Mr. Kozlowski; approved unanimously:

RESOLVED, upon the recommendation of the Superintendent of Schools, that Rebecca Batista, Dunkirk NY, is hereby appointed to the position of Outreach Liaison, Spanish Speaking), Step 11, \$14.86 per hour, effective November 12, 2020.
Her six-month probationary period will commence on November 12, 2020.

NOTE: Ms. Batista will be assigned District Wide.

Mr. Bankoski **MOVED** the adoption of the following resolution; seconded by Mr. Kozlowski; approved unanimously:

RESOLVED, that Patrick Rosario, Dunkirk, NY, is hereby appointed to the position of Head Custodian, Dunkirk High School, Step 9, Grade VIII, \$17.69 per hour, effective October 14, 2020. This appointment is provisional, pending the Civil Service examination and scoring within the hireable range of candidates.

NOTE: Mr. Rosario is assigned to Dunkirk High School, filling the vacancy for Salvador Flores who transferred.

Mr. Kozlowski **MOVED** the adoption of the following resolution; seconded by Mr. Bankoski; approved unanimously:

RESOLVED, upon the recommendation of the Superintendent of Schools, that the following individuals are hereby approved as occasional drivers for the 2020 - 2021 school year:

Adam, Soffian	Alfaro, Miriam
Burnside, Andrew J.	Dawley, Michele
Eckert, Noreen	Flores, Salvador
Gens, Alan J.	Gilmour, Michelle
Green, Michael C.	Jagoda, Frank
Jones, Kathleen	Kubera, Donna
Levan, Kimberly Ann	Millson, Donna M.
Moreland, Charmaine D.	Muscarella, Mario L.
Pilgrim, Kathryn	Pinkowski, Katherine K.
Rankin, Helena K.	Reece, Julie
Sarratori, Michael	Saye, Allie M.
Schrantz-Damico, Marie	Surma, Jean Marie
Wallace, David	Westling, Deborah
Wisniewski, Deborah	Woelfle, Adam

Mr. Bankoski **MOVED** the adoption of the following resolution; seconded by Mr. Kozlowski; approved unanimously

RESOLVED, upon the recommendation of the Superintendent of Schools that the following individuals are hereby appointed coaches for the 2020-2021 school year:

Tyler Aitcheson	Modified Wrestling Co-Coach
Quinn Bankoski	Junior Varsity Girls' Basketball
Dakota Gardner	Unpaid Assistant Varsity Wrestling
Bryon McCoy	Modified Wrestling Co-Coach
Bill Pittman	Junior Varsity Boys' Basketball
Sixto Rosario	Varsity Girls' Basketball
Jamie Tell	Unpaid Assistant Varsity Boys' Basketball

Mrs. Torain **MOVED** the adoption of the following resolution; seconded by Mr. Kozlowski; approved unanimously:

RESOLVED, upon the recommendation of the District's Audit Committee, copies of the Annual Independent Audit, prepared by Drescher & Malecki, LLP, for the City School District of the City of Dunkirk, New York, for the 2019-2020 school year ending June 30, 2020, have been completed in the form prescribed by the Commissioner of Education and presented to the Board of Education members; now, therefore, be it

RESOLVED, that the said audit report is hereby received and that the same be recorded in the official minutes and that copies of said audit report shall be filed with the Clerk of the City School District of the City of Dunkirk, New York, with the New York State Education Department, and with the Office of the New York State Comptroller.

Mr. Bankoski **MOVED** the adoption of the following resolution; seconded by Mr. Kozlowski; approved unanimously

RESOLVED, upon the recommendation of the Superintendent of Schools that the shared transportation route to The Summit Center, Getzville, NY with Fredonia Central Schools be approved.

FURTHERMORE, upon the recommendation of the Superintendent of Schools that an authorization of a "piggyback" of Dunkirk City Schools contract #C417184 with the contractor Transpo Bus Services be approved. The cost has been determined to be appropriate and will result in a savings to the District as opposed to obtaining their own independent route. This approval will be retroactive to October 19, 2020.

Mr. Kozlowski **MOVED** the adoption of the following resolution; seconded by Mr. Bankoski; approved unanimously:

RESOLVED, upon the recommendation of the Superintendent of Schools, that Chief Warrant Officer 2 Paul H. Dustin, Portland, New York, is hereby granted an appointment to the position of JROTC Instructor, at an annual base salary of \$60,197.28 pro rata, effective October 1, 2020. The salary will equal the difference between the individual's retirement pay and what he would receive if recalled to active duty, fifty percent (50%) of which will be reimbursed to the District by the U.S. Army and that the appointment is contingent upon an agreement between the District and the Dunkirk Teachers' Association.

NOTE: Chief Warrant Officer 2 Paul H. Dustin must complete the JROTC Certification Training IAW CCR 145-2, Chapter 8. In addition, he will serve in a probationary status for the first two academic years of employment per the United States Army; this probationary period does not fall under Education Law of the State of New York.

Mr. Bankoski **MOVED** the adoption of the following resolution; seconded by Mr. Kozlowski; approved unanimously

WHEREAS, sealed bids for Transportation of alternative education students from Dunkirk, NY to Maple Academy, Cassadaga, NY were duly advertised, received, and publicly opened at 3:00 pm on November, 5, 2020, and

WHEREAS, bids from the following were received:

1)	First Student Inc., Fredonia NY	NO BID
2)	Student Transport Inc., Depew NY	\$519.00\Day
3)	Transpo Bus Service LLC, Tonawanda NY	\$589.00\Day

WHEREAS, an analysis of the bids based on the specifications and low price indicat that Student Transport Inc., be awarded the bid as follows:

- 1) **Student Transport Inc., \$519.00\Day for approximately 135 Days, \$70,065.00**

RESOLVED, upon recommendation of the Superintendent of Schools that the above transportation contracts will be awarded for the regular school session 2020-2021.

Mr. Bankoski **MOVED** the adoption of the following resolution; seconded by Mrs. Szczerbacki; approved unanimously

RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education hereby approves the transfer of \$266,730.00 as of March 4, 2020, plus any additional interest earned from the District's Capital Improvements Reserve Fund that was established in 2008 to the Capital Fund for the Planned Facilities Upgrade 2020 Capital Improvement Project as authorized by the voters on June 9, 2020, and then terminate such fund, and

FURTHERMORE, upon the recommendation of the Superintendent of Schools, that the Board of Education hereby approves the transfer of \$1,000,000 as of March 4, 2020 plus any additional interest earned from the District's Capital Improvements Reserve Fund that was established in 2018 to the Capital Fund for the Planned Facilities Upgrade 2020 Capital Improvement Project as authorized by the voters on June 9, 2020, and then terminate such fund.

Mr. Bankoski **MOVED** the adoption of the following resolution; seconded by Mr. Kozlowski; approved unanimously

RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education hereby approves the transfer of \$2,000,000.00 from the Tax Certiorari Reserve to the District's general fund as a result of the expiration of the allowable time period for Certiorari claims related to this amount, and

FURTHERMORE, upon the recommendation of the Superintendent of Schools, that the Board of Education hereby approves the transfer of \$1,000,000.00 from the Tax Certiorari Reserve to the District's general fund to be used to appropriate against the District's 2020-2021 voter approved budget.

NOTE: A review of the outstanding Certiorari claims do not meet the requirements to retain the level of funding the reserve. The remaining balance of \$251,000.00 is sufficient to cover any current claims.

Mr. Bankoski **MOVED** the adoption of the following resolution; seconded by Ms. Ramos; approved unanimously

RESOLVED, that the Clerk of the Board of Education forward to the City Treasurer of Dunkirk, New York for collection, the list of unpaid 2020 taxes on property located within the City of Dunkirk, New York, such unpaid taxes amounting to \$719,183.45 plus \$14,383.72 of penalties.

Ms. Ramos **MOVED** the adoption of the following resolution; seconded by Mr. Bankoski; approved unanimously

RESOLVED, that the Clerk of the Board of Education forward to the County Treasurer of Chautauqua County for collection, the list of unpaid 2020 taxes of that portion of the Town of Dunkirk and the Town of Sheridan which are part of the City School District of the City of Dunkirk, such unpaid taxes amounting to \$122,574.22 plus \$2,451.46 of penalties.

Mrs. Torain **MOVED** the adoption of the following resolution; seconded by Mr. Bankoski; approved unanimously:

RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education hereby approves a budget transfer from Instructional and Athletic Contractual and Personnel Salary in the amount of \$278,170.00 to various BOCES accounts to adjust the BOCES budget per the current contract, and be it further

RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education hereby approves a budget transfer from the Instructional Tuition for Public Schools budget account in the amount of \$54,556.00 to the Students with Disabilities Tuition expense be made for expenses related to 2018-2019, 2019-2020, and 2020-2021 non-resident foster placement tuition, and be it further

RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education hereby approves a budget transfer from Noninstructional Community Schools ELL and Psychologist accounts in the amount of \$35,000.00 to Social Work Contractual Community Schools account for the cost of Family Services of Chautauqua Region Agreement.

Mr. Bankoski **MOVED** the adoption of the following resolution; seconded by Mrs. Szczerbacki; approved unanimously

RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education hereby approves the transfer of an amount not to exceed \$100,000.00 to the Capital Fund for the District's Capital Outlay Project as proposed in the District's 2020-2021 budget approved by the voters on June 9, 2020.

OTHER MATTERS FOR CONSIDERATION:

OLD BUSINESS: Mrs. Szczerbacki wanted to check on the status of the flag football league that was playing on Sundays, Mr. Gens spoke to the individuals and they finished up their season on Sunday 11/8/2020.

NEW BUSINESS: Mr. Kozlowski wanted to know about school pictures for remote students and if there was a way to make sure those kids will still get pictures. Mr. Damico agreed that it would be a nice gesture from the district to get some normalcy for those kids. All the principals have said that they will schedule a day for the remote kids, or that they have already done that.

ADJOURNMENT OF REGULAR MEETING: Mr. Kozlowski **MOVED** to adjourn; seconded by Ms. Ramos; carried unanimously at 6:43 PM.

Julie Smith
Board Clerk

/tlj