

**August 9, 2022**

**Minutes of a Regular Meeting of the Dunkirk Board of Education held at the High School, August 9, 2022 at 5:30pm.**

The Finance Committee met from 5:00 p.m. to 5:15 p.m. with Jared Pickard from Drescher & Malecki: attending: Jared Pickard (via zoom), Mike Mansfield (via zoom), Deb McAvoy, Betsy Ramos, Loretta Torain (via zoom), and Steve Helwig. Jared reviewed the audit procedures, timeline and expectations of work to begin on August 15, 2022.

**Members Present:**

Mr. Kenneth Kozlowski; Mrs. Claudia Szczerbacki; Ms Betsy Ramos; Mr. Lucas Catalano; Mrs. Loretta Torain; Mr. Stephen Helwig; Mr. Marcus Buchanan

**Members Absent:**

None

**Members Excused:**

None

**School Officials Present:**

Superintendent of Schools: Mr. Michael Mansfield (Via Zoom)  
School Business Administrator Assistant: Debra McAvoy  
Director of Buildings and Grounds: Timothy Abbey

**Present Also:**

Eight Administrators and Staff,

**1.0 Regular Order of Business:**

Mr. Kozlowski called the meeting to order at 5:31

Ms. Ramos called roll.

**2.0 Written Communications:**

None

**3.0 Questions and Oral Communications of the Public Pertaining to this Evening's Agenda Items:**

None

**4.0 Report of the Superintendent of Schools:**

Mr. Mansfield started by saying that during the workshop meeting on the 23rd we will be discussing the possibility of the renaming of the schools. It will also be a special meeting so that we can get more new hires approved. He then asked Mr. Genovese to give an update on the back to school event at Point Gratiot on the 29th. Mr. Genovese said that everything is moving forward, they have some exciting things planned, one of those being a bike raffle.

Mrs. McAvoy then gave a Tax presentation.

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**5.0 Report of the Board of Education President:** None

**5.1 Report from Board of Education Building & Transportation Committee:**

None

**5.2 Report from the Board of Education Finance Committee:**

Met with the auditor

**6.0 Consensus Items:**

**A. Request Time for Comment:**

None

**B. Request to Add or Withdraw Consensus Item(s):**

None

**C. Motion to Approve Consensus Item(s):**

Mrs. Szczerbacki **moved** the adoption of the consensus items; **seconded** by Mr. Buchanan; approved Unanimously;

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education approves the following:

**6.1 Financial Matters:**

- 6.1.1 June 2022 - Treasurer's Report
- 6.1.2 July 2022 - Appropriation Status Report
- 6.1.3 July 2022 - Revenue Status Report
- 6.1.4 July 2022 - Journal Entry Report
- 6.1.5 July 2022 - Budget Transfer Report
- 6.1.6 July 2022 - Overtime Report
- 6.1.7 July 2022 - Warrant Reports
- 6.1.8 July 2022 - Claims Auditor Reports

**6.2 Approval - Resignations/Terminations/Retirements:**

Item No.	Action	Name	Position & Location	Effective Date	Bargaining Unit
6.2.1	Resignation	Dale Meadows	Cleaner II Nights Secondary School	July 19, 2022	CSEA
6.2.2	Resignation	Katherine Michalak	Typist II School 4	August 3, 2022	CSEA

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6.2.3	Resignation	Francheska Vega Collazo	Teacher Aide, School 3	August 8, 2022	CSEA
6.2.4	Resignation	Benjamin Bengert	World Language Teacher, Secondary School	August 30, 2022	DTA
6.2.5	Retirement	Katherine Pinkowski	Teacher Aide Secondary School	November 4, 2022	CSEA

**6.3 Approval - Extracurricular/Stipend Appointments:**

Item No.	Action	Name	Position/Location	Effective Date	Bargaining Unit
6.3.1	Appointment	Valeria Fuentes Correa	Summer Cleaner, Intermediate School	July 1, 2022	N/A
6.3.2	Appointment	Yahaira Santiago Quiles	Summer Cleaner, Secondary School	July 1, 2022	N/A
6.3.3	Appointment	Virgen Torres	Summer Cleaner, Administration Building	July 1, 2022	CSEA
6.3.4	Appointment	Luz Vega	Summer Cleaner, School 3	July 1, 2022	CSEA

**6.4 Notification - Transfers: None**

Item No.	Name	Former Position & Location	New Position & Location	Effective Date	Bargaining Unit

**6.5 Approval - Leave of Absence/Return from Leave of Absence: None**

Item No.	Type & Action	Name/Employee Number	Position & Location	Effective Date Range	Bargaining Unit

**6.6 Approval - Amendments and Corrections:**

Item No.	Action
6.6.1	Rescindment of Resolution 7.2.2, Tenure Appointments, from the June 14, 2022 Meeting, in lieu of the above resignation from Benjamin Bengert, he is not eligible for the tenure appointment.

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6.6.2	Amendment of Resolution 5.1.3d, New Hire Appointments, from the June 28, 2022 Special Meeting, after review of official transcripts Kaitlin Huffman will be at Step 1, B+36M, \$46,108.00 and not Step 1, B+30M, \$45,790.00 as listed.
6.6.3	Amendment of Resolution 8.31 from the July 12, 2022 Reorganizational Meeting, Establishment of the Standard Work Day, these new titles and hours should be reported as follows: Cleaner - 6 hours per day Intermediate School Cleaner - 6.7 hours per day
6.6.4	Correction of Resolution 8.31 from the July 12, 2022 Reorganizational Meeting, Establishment of the Standard Work Day, Teacher Aides will be reported at 6 hours per day, and not 8 as listed.

**6.7 Approval - Surplus and Donations:**

Item No.	Action
6.7.1	Approval to dispose of surplus uniforms and unrepairable/unplayable instruments from the Secondary School, as presented to the individual Board of Education members.
6.7.2	Approval to dispose of surplus textbooks and ENL materials from the Secondary School, as presented to the individual Board of Education members

**6.8 Approval - Create/Abolish Positions: None**

Item No.	Action

**6.9 Approval - Athletics:**

Item No.	Name	Title	Effective Date Range
6.9.1	Taylor Bankoski	Unpaid Coach, Modified Volleyball, Girls'	2022-2023 School Year
6.9.2	Edwin Gomez	Coach, Modified Baseball, Boys'	2022-2023 School Year
6.9.3	Michael Schultz	Assistant Coach, Varsity Track and Field, Girls'	2022-2023 School Year

**6.10 Approval - Calendar, Contracts, Clubs, Memorandum of Agreement or Understanding, & Trips:**

Item No.	Action

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6.10.1	Approval of Extension of Agreement with Stacy Lovern, Occupational Therapist for the 2022-2023 school year
6.10.2	Approval to close account #121, for the graduated class of 2021
6.10.3	Approval to create account #126, for the incoming freshman class of 2026

**6.11 Approval - Internships or Policies: None**

Item No.	Action

**6.12 Special Education Placements:**

**WHEREAS**, the Dunkirk Committee on Special Education met on various dates in April, May and June 2022 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:

**6.12.1 Committee on Pre-School Education:**

Recommended Program	Student ID Number(s)
<i>Related Service</i>	900570635, 900570645, 900570643, 900570656, 900570706, 900570685
<i>Special Class</i>	900570216
<i>Itinerant Services</i>	900570698, 900570657

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**6.12.2 Sub Committee on Special Education :None**

**6.12.3 Committee on Special Education:**

<b>Recommended Program</b>	<b>Student ID Number and Grade</b>
<i>Consultant Teacher Services</i>	900569831 (8), 110840000 (9), 900570269 (2), 900569459 (9)
<i>Integrated Co-Teaching</i>	900570393 (K), 900569928 (K), 900570033 (K), 900570475 (2), 900569785 (2), 900569691 (2), 900569380 (3), 900568932 (3), 900568565 (5), 900569894 (2), 900568652 (3), 900567743 (5), 900569252 (6), 900569297 (2), 900568886 (3), 900569010 (5), 900569962 (6), 900570270 (5), 900569667 (2), 900568702 (5), 900568021 (5)
<i>Related Service</i>	900570431 (K), 900570032 (K), 900570052 (K), 900570574 (K), 900569978 (K), 900570735 (K)
<i>Special Class</i>	900570520 (K), 900570583 (K), 900570360 (K), 900570418 (K), 900570215 (K), 900569980 (K), 900570028 (K), 900570053 (K), 900570615 (K), 900570555 (K), 900569863 (K), 900569864 (K), 083460000 (11), 900569651 (1)

**6.13 Approval of Minutes:**

6.13.1 Reorganization Meeting - July 12, 2022

6.13.2 Regular Board of Education Meeting - July 12, 2022

**7.0 Presentation of Items for Board Action (Resolutions):**

**A. Request to Add**

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Mr. Helwig **moved** the approval of the following resolution; **seconded** by Ms. Ramos; approved Unanimously;

**7.1 New Hire Appointments**

**Resolved**, upon the recommendation of the Superintendent of Schools, that the following individuals are hereby appointed to the listed positions below:

**7.1.1 Civil Service Employees' Association (CSEA):**

Item No.	Name	Residence	Position & Assignment Location	Step	Grade	Months Worked	Hourly Salary	Annual Salary	Effective Date

**7.1.2 Dunkirk Administrators' Association (DAA): None**

Item No.	Name	Residence	Position & Assignment Location	Months Worked	Annual Salary	Effective Date

**7.1.3 Dunkirk Teachers' Association (DTA):**

Item No.	Name	Residence	Position Tenure Area & Location	Months Worked	Credits Step	Annual Salary	Effective Date
7.1.3a	Kevin Capstick	Medina, NY	Elementary Teacher/BREAK Elementary Education School 5	10	B Step 1	\$43,500	August 31, 2022

The probationary period will be August 31, 2022 to August 30, 2026; to receive tenure, the individual must receive composite or overall APPR ratings of Effective or Highly Effective in at least three of the four preceding years.

7.1.3b	Corey Crane	Dunkirk, NY	Special Education Teacher Special Education School 7	10	B + 24M Step 11	\$59,772	August 31, 2022
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The probationary period will be August 31, 2022 to August 30, 2026; to receive tenure, the individual must receive composite or overall APPR ratings of Effective or Highly Effective in at least three of the four preceding years.

7.1.3c	Devon Dolce	Dunkirk, NY	Special Education Teacher Special Education School 7	10	B + 42M Step 6	\$48,926	August 31, 2022
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The probationary period will be August 31, 2022 to August 30, 2026; to receive tenure, the individual must receive composite or overall APPR ratings of Effective or Highly Effective in at least three of the four preceding years.

7.1.3d	Candice Lopez	Dunkirk, NY	Elementary Teacher,	10	B + 30M	\$46,590	August 31,
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			Intermediate School		Step 5		2022
The probationary period will be August 31, 2022 to August 30, 2026; to receive tenure, the individual must receive composite or overall APPR ratings of Effective or Highly Effective in at least three of the four preceding years.							
Item No.	Name	Residence	Position Tenure Area & Location	Months Worked	Credits Step	Annual Salary	Effective Date
7.1.3e	Jennifer Hill	Brant, NY	English as a New Language Teacher, School 5	10	B + 30M Step 5	\$46,590	August 31, 2022
The probationary period will be August 31, 2022 to August 30, 2026; to receive tenure, the individual must receive composite or overall APPR ratings of Effective or Highly Effective in at least three of the four preceding years.							

**7.1.4 Substitutes:**

Item No.	Name	Residence	Position/Location	Daily, Permanent Daily, or Long-Term	Rate
7.1.4a	Valeria Fuentes Correa	Dunkirk, NY	Substitute Teacher Aide	Daily	\$13.20/Hr.
7.1.4b	Iris Morrisroe	Dunkirk, NY	Substitute Teacher, Non-Certified, Bachelor's Degree, School 7	Permanent Daily	\$170/Day
7.1.4c	Linda Orcutt	Dunkirk, NY	Substitute Teacher, Certified Teacher, Retired, School 3	Permanent Daily	\$225/Day
7.1.4d	Kaitlyn Parmenter	Fredonia, NY	Substitute Teacher, New York State Certified Teacher, Secondary School	Permanent Daily	\$220/Day
7.1.4e	Katelyn Swaenepoel	Lakeview, NY	Substitute Teacher, New York State Certified Teacher, Intermediate School	Permanent Daily	\$220/Day

**7.1.5 Other: None**

Mr. Catalano **moved** the adoption of the following resolution; **seconded** by Mr. Buchanan; approved unanimously;

**7.2 Confirmation of Assessment Roll and Tax Levy**

**Resolved**, that the assessment roll of taxable property in the City School District of the City of Dunkirk be accepted and confirmed as of this day as the official assessment roll for the fiscal year 2022-2023, and be it further



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**Resolved**, that a tax of \$10,368,278 for the purpose as specified in the school budget for the school year 2022-2023 be levied upon and collected from all taxable inhabitants and property included in the City School District of the City of Dunkirk, New York, and that that proper tax warrant be executed and attached to the school tax rolls, such warrant to be signed by a majority of the officers and members of the Board of Education of said School District and that such school tax roll with warrant attached and duly signed be delivered to the School Tax Collector, and be it further

**Resolved**, that the School Tax Collector be directed to collect said taxes from September 6, 2022 through and including October 17, 2022 with no penalty and that she be directed to collect said taxes from October 18, 2022 through and including October 24, 2022 with two per centum (2%) penalty added, after which period the School Tax Collector shall discontinue collecting school taxes and shall return the warrant in accordance with the law.

Mrs. Szczerbacki **moved** the adoption of the following resolution; **seconded** by Mr. Helwig; approved unanimously;

**7.3 Approval of Extension of Food Service Agreement:**

**Resolved**, upon the recommendation of the Superintendent of Schools, that the original agreement date July 6, 2017 between the Dunkirk City School District and Sodexo Management, Inc. be extended by for the period September 1, 2022 until August 31, 2023 with costs increased by the July 2022 CPI of 6.7% of New York and Northeastern New Jersey, as specified by the NYS Department of Education, and be it further

**Resolved**, that the Superintendent of Schools is authorized to execute all required documentation to accomplish the extension.

**Note:** CPI is up 2.6% since June 2021. The July 2022 CPI is not published until August 10, 2022 and is not anticipated to increase more than 0.5% over June 2022. Approval is sought to expedite execution prior to the beginning of the 2022-2023 school year.

Mrs. Szczerbacki **moved** the adoption of the following resolution; **seconded** by Mr. Catalano; approved Unanimously;

**7.4 Approval of Budget Transfers:**

**Resolved**, upon the recommendation of the Superintendent of Schools that the budget transfer totaling \$27,615.07 for the Fiscal Year ending on June 30, 2022, be approved

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Account Number FROM	Amount	Account Number TO
A 2250.490-00-0000	\$27,615.07	A 2630.490-00-0000

**8.0 Other Matters for Consideration:**

**8.1 Old Business:**

**8.2 New Business:**

Mr. Genovese let the Board know that Devon Dolce, one of our new hires, was in attendance at the meeting. The Board then congratulated Ms. Dolce on her appointment.

**9.0 Questions and Oral Communications of the Public:**

None

**10.0 Executive Session:** Mrs. Szczerbacki **moved** to enter executive session, regarding personnel; **seconded** by Mr. Buchanan at 5:46 PM

**Adjournment of Regular Meeting:**

Mr. Helwig **moved** to adjourn; **seconded** by Mr. Buchanan; carried unanimously at 5:47 PM.

**Adjournment of Executive Session:** Mrs. Szczerbacki **moved** to adjourn; **seconded** by Mr. Buchanan; Carried unanimously at 6:15 PM