

The Regular Meeting of the Roxbury Central School District Board of Education was held on October 14, 2020 in the music room.

Present: Ed Fersch, Denise Johnston, Ed Dalski, Kelli Winnie and Jenny Rosenzweig  
Superintendent: Jeff Bennett  
Principal: Jill Ten Eyck  
Treasurer: Wendy Sprague  
Secretary: Marianne Schor

There was an audit committee meeting prior to the start of the regular Board of Education meeting. David Brownell of Mostert, Manzanero & Scott, LLP gave the external audit presentation of Roxbury Central School's 6/30/20 financial statements.

**Audit Comm. Mtg. &  
Audit Report**

Mr. Fersch called the meeting to order at 7:17 pm.

Ashley Gifford, the new Agriculture teacher, discussed her plans for starting a Future Farmers of America (FFA) club at Roxbury. She detailed what this national organization does and how students benefit from the program. She also discussed her new Ag program, the possibility of getting a greenhouse and fishery here, and answered questions regarding curriculum. Mr. Fersch thanked her for her presentation.

**FFA Presentation**

Additions to agenda: Executive session at the end of the meeting to discuss a student issue and employee history.

Kelli Winnie moved, seconded by Denise Johnston to approve the treasurer's report for September, 2020. Motion approved unanimously.

**Treas. Report**

Denise Johnston moved, seconded by Jenny Rosenzweig to approve the Tax Adjustments for 2020 in the amounts of \$362.84, \$686.44 and \$71.10. Motion approved unanimously.

**2020 Tax Adjustments**

Denise Johnston moved, seconded by Kelli Winnie to approve the budget transfers in the amount of \$3,000 to be effective 10/14/20. Motion approved unanimously.

**Budget Transfers**

The bills and the Claims Auditor's Report for September was reviewed.

**Bills & Claims**

Kelli Winnie moved, seconded by Denise Johnston to approve the extra-classroom activity fund report for September, 2020. Motion approved unanimously.

**Extra-Classroom  
Activity Fund**

Denise Johnston moved, seconded by Ed Dalski to approve the minutes from the regular meeting on September 9, 2020 as corrected. Motion approved unanimously.

**Minutes**

President's Report:

1. Mr. Fersch introduced the new BOCES District Superintendent, Dr. Catherine Huber. Dr. Huber talked briefly about her background and stated she was pleased to be the District Superintendent. She thanked the board for the opportunity to attend this meeting.
2. The long-term agenda was revised.
3. Jenny Rosenzweig gave a report on the new Board Member training she attended through the School Board Institute. Mr. Fersch added that there will be an upcoming School Board Institute training in November, and anyone who is interested should let Mrs. Schor know.

**Dr. Huber – BOCES DS**

**Long-Term Agenda**

**SBI Training**

Superintendent's Report:

1. Mr. Bennett discussed the tenure process, and stated he has he has met with all the untenured teachers to discuss the process. He stated he is in the process of creating documents that will help the teachers track their goals. Mr. Bennett added that he will be meeting with the teachers every other month.
2. Mr. Bennett stated that we are still waiting for the Chromebooks, laptops and webcams that were ordered this summer. Mr. Fersch stated that those items were purchased with Smartbond funds. Mr. Bennett added that we will need these items should we have to go to fully remote learning.
3. The parent survey regarding in school and remote learning had a good response. 163 students were represented, and we received good information that helped dictate some minor program tweaks. Mr. Bennett stated that we are looking for ways to enhance our remote learning, and and discussed some of the different options.
4. Mr. Bennett shared a report from Laura O'Brien, the school gardener. Mrs. O'Brien gave an update on the garden and had shared thank you notes from several of the elementary classes.
5. Mr. Bennett stated that he and Mrs. Sprague have been meeting with FEMA every week. It has been difficult to try to see what items we purchased for COVID-19 response would be reimbursable. Mr. Bennett stated they would keep on trying.

**Tenure List**

**Tech Update**

**Parent Survey**

**Garden Report**

**FEMA**

6. Mr. Bennett stated that the Delaware League is looking at three dates to start sports back up – November 30<sup>th</sup>, December 26<sup>th</sup> and January 4<sup>th</sup>. He will keep the board updated on the decision.

**Sports Start Up**

Principal's Report:

1. Ms. Ten Eyck gave a report on attendance for the first month of this year. She gave the percentages and stated that the numbers were in line with past years. Ms. Ten Eyck added that there has been one absence letter and three tardy letters sent home to date.

**Attendance Update**

Board Committee Reports:

1. Policy Committee:

There was a first reading of the following policy revision:

- 5676 – Privacy and Security for Student Data and Teacher and Principal Data

**1<sup>st</sup> Policy Reading**

Board Comments and Questions: None

Old Business: None

New Business:

**A. SUPERINTENDENT'S RECOMMENDATIONS:**

1. Jenny Rosenzweig moved, seconded by Ed Dalski, to approve the external audit report for the year ending 6/30/20. Motion approved unanimously.
2. Denise Johnston moved, seconded by Kelli Winnie to approve the revised 2020-2021 Building-Wide Emergency Plan. The motion was approved with 4 yeas, 1 abstain as follows:
  - Ed Fersch – Yea
  - Denise Johnston – Yea
  - Ed Dalski – Yea
  - Kelli Winnie – Yea
  - Jenny Rosenzweig – Abstain due to conflict of interest

**Approve External Audit**

**Approve Rev. Building Emerg. Plan**

Ed Dalski moved, seconded by Kelli Winnie, to approve the following items:

3. Approve Jeffrey Bennett and Jill Ten Eyck as New York State Teacher Lead Evaluators.
4. Approve Jeffrey Bennett as a New York State Principal Lead Evaluator.

**Bennett, Ten Eyck Lead Evaluators**

**Bennett Principal Eval.**

Motion approved unanimously

Denise Johnston moved, seconded by Kelli Winnie, to approve the following items:

5. Approve the following resolution:

**WHEREAS**, Google LLC (“Vendor”), a corporation

**E1B Google Agreement**

having its principal offices at 1600 Amphitheatre Parkway, Mountain View, CA, 94043, provides certain services to the District pursuant to certain contractual arrangements and Vendor Terms of Service (“TOS”) entered into between District and Vendor; and,

**WHEREAS**, the State of New York has enacted New York Education Law 2-d; and,

**WHEREAS**, Erie 1 Board of Cooperative Educational Services (“Erie 1 BOCES”), a municipal corporation organized and existing under the Education Law of the State of New York having its principal offices at 355 Harlem Road, West Seneca, NY 14224, has entered into an EDUCATION LAW 2-d Agreement (“Agreement”) in order to address and give binding effect to the terms of New York Education Law 2-d and Section 1.8 of which Agreement provides that school districts can become party to the Agreement by executing a written opt-in to do so; and,

**WHEREAS**, District wishes to become party to the Agreement;

**NOW THEREFORE**, District attests and agrees as follows:

1. District has evaluated its needs with respect to New York Education Law 2-d and wishes to become subject to the terms of the Agreement;
2. District hereby formally notifies Erie 1 BOCES and confirms that it is opting into the Agreement in accordance with Section 1.8 thereof.
3. By executing this Opt-In, District agrees to be bound by and to comply with the terms of the Agreement.

6. Approve the following resolution retroactive to September 25, 2020:

**E2CC Zoom Agreement**

**WHEREAS**, Zoom Video Communications, Inc. (hereinafter “Contractor” or “Zoom”), having its offices at 55 Almaden Boulevard, 6th Floor, San Jose, California 95113, and the Board of Cooperative Educational Services, Second Supervisory District of Erie, Chautauqua and Cattaraugus Counties (hereinafter “E2CC BOCES”), having its offices at 8685 Erie Road, Angola, New York 14006, are parties to a data privacy and security memorandum of agreement executed by representatives of Zoom and E2CC BOCES on July 2, 2020 and July 22, 2020, respectively

(hereinafter the “MOA”); and,

**WHEREAS**, such MOA was enacted for the purpose of ensuring the contractual arrangement between Zoom and E2CC BOCES conforms to the requirements of New York Education Law § 2-d and Part 121 of the regulations of the Commissioner of Education; and

**WHEREAS**, Roxbury Central School District procures Zoom’s videoconferencing services through E2CC BOCES; and,

**WHEREAS**, pursuant to paragraph 12 of the MOA, Roxbury Central School District wishes to acknowledge the terms of the MOA and affirm that the personally identifiable information of its students, teachers, and/or principals to which Zoom may have access to is subject to such terms.

**NOW THEREFORE**, District attests and agrees as follows:

1. Roxbury Central School District has reviewed the terms of the MOA.
2. Roxbury Central School District hereby “opts-in” to the MOA and, in doing so, acknowledges that it receives access to Zoom’s videoconferencing services through its contractual arrangement with E2CC BOCES. Roxbury Central School District further agrees and acknowledges that any personally identifiable information of its students, teachers, and/or principals to which Zoom has access is subject to the terms of that MOA, provided its use of Zoom is procured through E2CC BOCES.
3. Receipt of this document by E2CC BOCES constitutes notice of Roxbury Central School District’s decision to opt-in to the MOA.

Motion approved unanimously.

**B. PERSONNEL:**

Denise Johnston moved, seconded by Kelli Winnie to approve the following personnel items:

1. Approve FMLA leave for Rene Oakes from December 7, 2020 through January 19, 2021.
2. Approve Tyler Phillips, 10729 County Hwy. 18, South Kortright, NY as a full time mechanic at a rate of \$18.31/hr with benefits as per the CSEA contract pending fingerprint clearance.

Motion approved unanimously.

Denise Johnston moved, seconded by Kelli Winnie to approve the following personnel items:

**Personnel**

**Oakes FMLA**

**Phillips Mechanic**

3. Appoint the following CROP personnel:
- Site Coordinator – Kristi Hadden at a rate as per the CROP agreement
  - Activity Leaders – Cheryl Hadden, Barb Cella, Laura O’Brien and Lisa Faraci at a rate as per the CROP agreement
  - Pat Keith as a Wednesday CROP Activity leader as per the CROP agreement effective October 14, 2020, and as a substitute CROP Activity Leader.
  - Nelta Miller as a substitute Activity Leader.

**CROP**

4. Approve Joan Kemp as a kindergarten volunteer with no stipend retroactive to 9/18/20. Fingerprint clearance has been received.

**Kemp Volunteer**

5. Appoint Amy Royal as the Arts in Ed coordinator at a stipend as per the RTA contract.

**Royal Arts in Ed**

Motion approved with a vote of 4 yeas, 1 abstain as follows:

Ed Fersch – Yea

Denise Johnston – Yea

Ed Dalski – Yea

Kelli Winnie – Yea

Jenny Rosenzweig – Abstain due to conflict of interest

Kelli Winnie moved, seconded by Denise Johnston, to approve the following personnel items:

4. Approve the following substitutes. Fingerprint clearance has been received:
- Jane Ware – K-12 Teacher
  - Heather Krickhahn – Cafeteria

**Substitutes**

5. Appoint the 2020-2021 mentors as follows:

**Mentors**

- Jo Hinkley Mentor Coordinator \$1,107
- Neil Snedeker Level I Mentor \$3,317  
(Mentoring Ashley Gifford)
- Mary Hinkley Level I Mentor \$3,317  
(Mentoring Meghan McCaffrey)
- Stephanie Shapiro Level II Mentor No Stipend  
(Mentoring Rachel Andrews)
- Erin Lyke Level II Mentor No Stipend  
(Mentoring Adelia Giorgi)
- Laurie Andrews Level II Mentor No Stipend  
(Mentoring Christine Cooper)
- Jessica Boyer Level II Mentor No Stipend  
(Mentoring Mary Ann Orin)
- Greg Funck Level II Mentor No Stipend

- (Mentoring Rene Oakes)
- Mary Hinkley Level II Mentor No Stipend  
(Mentoring Anya Schmiedel)
  - Greg Muehl Level II Mentor No Stipend  
(Mentoring Brian Kuhnau)
  - Laurie Andrews Level II Mentor No Stipend  
(Mentoring Jessica Young)
  - Sue Hall Level III Mentor No Stipend  
(Mentoring Cathy Schuman)

Motion approved unanimously.

C. OTHER:

1. Jenny Rosenzweig moved, seconded by Kelli Winnie to approve the following CSE Recommendations:  
#’s 4040,4262, 4018, 4418, 4400, 4034, 4409, 4007,  
4065, 4048, 4050, 4328, 4145, 3026  
Motion approved unanimously.

**CSE Recs.**

2. Kelli Winnie moved, seconded by Denise Johnston, to approve the following charter club application:
  - Class of 2021
  - Class of 2023
  - Class of 2024
  - Class of 2025
  - Class of 2026
  - Athletic Club
  - Music Club
  - Student Council

Motion approved unanimously.

Public Comments: There were questions from the public on various topics.  
They included:

- The Parents Bill of Rights and whether it is available on the website. Mr. Fersch stated that is was.
- A concern by an employee on the number of students in a study hall.
- Concerns by the parent of a remote learning student on remote students getting enough learning time and whether or not safety guidelines are being followed in the school.
- LTA Certification, remote work being sent home, Halloween plans and whether masks are available to students at school.
- The CROP Program starting back up.
- Where students who arrive early due to parent work schedules will wait when the weather changes.
- Curriculum

Kelli Winnie moved, seconded by Jenny Rosenzweig to go into executive session for the purpose of discussing a student issue and employee history at 8:47 pm. Motion approved unanimously.

**Into Exec. Session**

Kelli Winnie moved, seconded by Denise Johnston to come out of executive session at 9:28 pm. Motion approved unanimously.

**Out of Exec. Session**

Kelli Winnie moved, seconded by Denise Johnston to adjourn the meeting at 9:28 pm. Motion approved unanimously.

**Adjourn**

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Jeffrey J. Bennett, Superintendent

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Ed Fersch, BOE President

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Marianne Schor, Secretary