

**BOARD MEETING:** Regular  
**DATE:** Wednesday, May 6, 2020  
**TIME:** 6:00 p.m.  
**PLACE:** Zoom Meeting

Meeting Called to Order

II. Roll Call

III. Adopt the Agenda of the Regular Meeting of May 6, 2020 (Board Action)

IV. Executive Session (Board Action)

V. Pledge of Allegiance

VI. Public Comments: The Board of Education invites you, the residents of our school community, to feel comfortable in sharing matters of interest or concern that you might have with us. The Board President will be happy to recognize those of you who wish to speak. We would ask that you come forward and please identify yourself before presenting your thoughts.

Those items brought to the attention of the Board during this time may be taken under consideration for future response or action. (*Individual comments will be limited to three minutes.*)

As a matter of courtesy, we ask that issues related to specific School District personnel or students be brought to the attention of the Superintendent of Schools privately. Thank you for this consideration.

Board Response: The Board of Education is committed to keeping communication open and transparent. The Board of Education President will be working with the Board and the Superintendent to make every effort to respond to public comments directed to the Board of Education at previous meetings, during the next scheduled meeting.

VII. Points of Interest

VIII. Superintendent Recognitions & Updates

- Updated Continuity of Learning Plan
- Budget Update

X. Board Report

- Facilities Committee

X. Minutes (Board Action)

- Regular Meeting of May 6, 2020

XI. Annual Meeting (Board Action)

- Modified Budget Timeline
- Approval of Propositions

XII. Personnel (Board Action)

- Resignation
  - Teacher
- Unpaid Leave

XIII. Consent Agenda Items (Board Action)

- CSE and CPSE Committee Recommendations

XIV. Adjournment (Board Action)

Minutes of a Regular Meeting of the Board of Education of Naples Central School held on Wednesday, May 6, 2020 at 6:01 p.m. virtually via Zoom.

Members Present:	Robert Brautigam	Kelley Louthan
	Joseph Callaghan	Steven Mark
	Carter Chapman	Gail Musnicki
	Jacob Hall	Maura Sullivan
	Thomas Hawks	

Members Absent:

Also Present: Matthew Frahm, Jeffrey Black and Pamela Claes.

Guest: John McCabe

A quorum being present, the meeting was called to order at 6:01 p.m. by Board President Jacob Hall.

**Motion: Thomas Hawks**

**2<sup>nd</sup>: Steven Mark**

Resolved, that the Board of Education approves the agenda of the Regular Meeting of May 6, 2020 as presented.

**Voting Yes: 8**

**Motion Carried**

**Voting No: 0**

**Motion: Carter Chapman**

**2<sup>nd</sup>: Maura Sullivan**

Resolved, that the Board of Education approves calling an executive session at 6:01 p.m. for the purpose of discussing the employment history of a particular person or persons.

**Voting Yes: 8**

**Motion Carried**

**Voting No: 0**

Board Member Kelley Louthan joined the meeting at 6:02 p.m.

**Time out of Executive Session: 6:30 p.m.**

**Public Comment: None**

**Board Response: None**

**Points of Interest:**

Board President Jacob Hall stated he had set in on an interesting webinar at work, a Global meeting and one of the things procedures is to always start with some positive comments, adding it tends to generate some good positive thoughts throughout the meeting and sets a good tone, stating he really wanted to say thank you to NCS and the Naples PTP for the signs they placed throughout the area, adding it was a really heartfelt gesture by all those involved.

Board Member Kelley Louthan stated it is teacher appreciation week and gave a shout out to all our teachers and support staff out there working hard and making things happen in this really challenging time, adding it is such an unprecedented situation we are in, adding he sees his daughter working constantly on her schoolwork and he is really impressed with the work her teachers have rolled out for her and a lot are doing the same. Mr. Louthan then wished Board Member Maura Sullivan a Happy Birthday.

2nd Vice President stated he likes seeing everything getting posted on twitter for seniors being recognized, adding he wanted to let those involved to know it is not going unnoticed.

**Superintendent Recognitions & Updates:**

Superintendent Frahm stated he had sent out an email this week to faculty, staff, and parents commenting on the data, of all the different things that impact learning, the quality of the teacher working with the student is first, adding if you have an above average teacher working with a child they can expect to master about a year and a half of material where with a below average teacher they can expect to master about a half of a year of material, noting that is a pretty staggering difference. Superintendent Frahm stated we are just so thankful here, we have an incredible group of skilled educators working with our children, adding if you don't have great teachers you don't have a great school, so we're certainly lucky here.

Mr. Frahm commented on the announcement last Friday that we will be closed for the remainder of the school year, noting it was very disappointing, adding one of the major questions on a lot of people's minds is what are we going to do about graduation, stating the seniors have already have lost a lot of really special experiences, and it is tough to replace those moments they would get here at school. Superintendent Frahm stated he wanted to pass along a couple of things, we do think it's important to involve our kids and our parents in some of those conversations, adding we want to know what is important to them as we celebrate the end of the senior year and graduation, noting Secondary Principal Nicole Green has reached out to seniors and their parents trying to get input and they will be putting together an ad hoc committee and some zoom meetings to provide some feedback. Mr. Frahm stated most schools in the area are developing two plans, one would be an in person plan in case safety and restrictions relax enough to the point where we could have an in person graduation, noting it may be significantly modified but we could be together and also planning a parallel virtual graduation. Superintendent Frahm stated we don't need to make that decision this week, noting things could change significantly over the next couple of weeks as the state starts to reopen, for example if we could do some sort of graduation with social distancing and masking, could we do it on the front lawn or perhaps at the Community Park or in the gymnasium, so we have to start talking the options we may have, adding we do want to honor our seniors.

Superintendent Frahm then presented information on the Continuity of Learning plan required by the state in regards to our current approach to learning at this point, adding our plan goes through what the rules and responsibilities are for each different position and also highlights a couple of things that are fairly new, noting Pepper Makepeace who is our communications support person in the community, has helped us put together a continuity of learning portal, accessible on our website that tries to pull resources together on the secondary level so that families aren't trying to

track down information on 6-8 classes their child may have, a tool to try and centralize things for families. Mr. Frahm stated Secondary Principal Green has worked together with the secondary faculty to put together a document that captures key information for parents. Mr. Frahm stated we are also leveraging the talents of our Teacher Aides, Teacher Assistants and Long-Term substitutes to provide some one-on-one academic tutoring and academic coaching for students, using zoom and google meet to provide intensive work for students who feel they are falling behind academically or having a tough time managing their assignments. Mr. Frahm stated he had shared information on that new program to parents, adding the District is trying to be sure students and parents are getting the support they need.

Superintendent Frahm stated Governor Cuomo had commented on partnering with the Gates Foundation, and questioned if students need to be in school, wondering if they could leverage technology. Mr. Frahm stated he felt the District could leverage some technology, and we are seeing creativity and innovation however there are some real limits in regards to technology and it comes nowhere close to capturing the experience that students get when they are spending six or seven hours per day with these skilled individuals.

2nd Vice President Robert Brautigam stated it will not work when the student's parents are back at work, adding snow days will never be the same again as students should be able to do learning from home. Superintendent Frahm stated Mr. Brautigam had a good point, noting this experience has made us look at things a little differently, adding a lot of glass ceilings have been removed such as testing and evaluation requirements, a lot of red tape, allowing schools to innovate and he hopes that is not lost after Districts are allowed to return to normal, hoping the state will allow some freedom to try new things, to move ahead.

Mr. Brautigam also noted a friend from Ohio has a daughter who attends school four days per week every two weeks, allowing the fifth day to be for teacher planning, adding that might be change the state would consider.

Board Member Kelley Louthan requested information on our District's special education and what percent of those students are being reached for consultation or tele therapy, to get a snapshot of how we're doing there; adding as we are not coming back this year, do we know if our BOCES has canceled their in-house summer programs; also asking if our school calendar will be changing as far as the last day.

Superintendent Frahm stated there have been a lot of different regulations that have been relaxed however those regarding Special Education have not been relaxed, adding Director of Pupil Personnel Katherine Piedici has been holding meetings virtually; Special education teachers are still involved in co-planning as well as doing pretty intensive work with individual students or small groups as per their IEP, noting our special education teachers have been going above and beyond to connect with kids, adding our service providers have been using tele therapy to connect with kids; with regards to summer school, our students usually go to Prattsburgh rather than BOCES and we will not know until later on in May for the Governor to announce if that will be possible.

Board Member Carter Chapman inquired about the possibility of a summer special education program. Mr. Frahm stated public schools are waiting for guidance from the Governor and the school would make sure safety and health plans are in place to keep students safe if we are allowed to go back, otherwise it will proceed as it is.

Superintendent Frahm asked Mr. Louthan if his question was referring to this year's calendar. Mr. Louthan stated yes. Mr. Frahm stated there had already been changes in regards to spring break, etc. and currently they were looking at what will be the end date in order to be in compliance with the required number of teaching days, adding he felt there would be guidance from the state on the end date.

Superintendent Frahm stated the faculty and staff are doing an incredible job, taking chances and trying new things, adding it is incredibly tough for students, teachers, parents and support staff coupled with the financial implications of the health crisis that we are reading about and experiencing here in our community, throughout the state and country, noting if you've been following Governor Cuomo and his budget director's updates, they have some pretty dark financial predictions for New York State and we don't have updated information at this point and we are preparing for the worst and hoping for the best but there are many unknowns.

#### **Budget Update**

Interim School Business Administrator Dr. Black presented the Budget Update, noting the District is holding off on purchasing except for essential items until the next aid announcement from Albany, adding they are hearing there may be additional opportunity to have access to our reserve funds. Dr. Black noted because our fiscal year begins on July 1<sup>st</sup> we may be forced to approve a budget without an update to State Aid.

Dr. Black then reviewed the current 2020-2021 budget proposal, stating there will probably be significant periodic adjustments to state aid adding that the current aid projection depends on stimulus money. Interim School Business Administrator Black reviewed factors affecting our current budget proposal; Bus Purchasing; the estimated tax impact; the projected Naples tax rate; and summarized saying there are still many unknowns regarding state aid that may become clearer in the next two weeks; we are developing the budget conservatively with additional options available; property tax determinations significantly affect the district's ability to fund programming and future capital projects; the current tax is in line with average increases in property values so the tax rate may be relatively unaffected, adding the rate actually decreased for 2019-2020. Board discussion followed pertaining to information presented.

Superintendent Frahm asked Dr. Black to discuss the Annual Vote. School Business Administrator Black stated the Budget and Board member vote would be held on June 9<sup>th</sup> by absentee ballot for the 2019-2020 school year, noting individuals interested in running for the board have until May 11<sup>th</sup> to notify the District. Dr. Black then reviewed the regulations established for this year's vote by the state.

Board Discussion continued pertaining to information presented.

**Board Reports**

Board of Education and Facilities Committee Member Carter Chapman outlined items as discussed in the Facilities Committee Meeting.

**Motion: Carter Chapman**

**2<sup>nd</sup>: Steven Mark**

Resolved, that the Board of Education approves the minutes of the following meeting:

- Regular Meeting of April 22, 2020

**Voting Yes: 9 Motion Carried**

**Voting No: 0**

**Motion: Maura Sullivan**

**2<sup>nd</sup>: Steven Mark**

Resolved, that upon the recommendation of the Superintendent, the Board of Education approves modified 2020-2021 Naples Central School District Budget Timeline as presented.

**Voting Yes: 9 Motion Carried**

**Voting No: 0**

**Motion: Robert Brautigam**

**2<sup>nd</sup>: Thomas Hawks**

**BE IT RESOLVED**, by the Board of Education of Naples Central School District, as follows:

Section 1. The propositions hereinafter set forth are hereby authorized to be submitted for the approval of the qualified voters of the District on the 9<sup>th</sup> day of June, 2020 (the "Vote")

Section 2. The propositions set forth below shall be submitted at the Vote and the Clerk shall include notice of the propositions in substantially the following form in the notice of the Vote:

**NOTICE IS HEREBY FURTHER GIVEN** that at the Vote to be held on June 9, 2020, the following propositions will be submitted:

**Proposition No. 1  
Library Trustees**

**NOTICE IS HEREBY GIVEN**, that at such election the vote upon a proposition will be presented to the residents of the Naples Central School District for the election of one (1) member of the Library Board of Trustees of the public library to serve a term of five (5) years commencing July 1, 2020 and expiring on June 30, 2025 to succeed Mary Jerome, whose term expires on June 30, 2020 and to elect one (1) member of the Library Board of Trustees of the public library to serve a term of one (1) year commencing on July 1, 2020 and expiring on June 30, 2021, completing the term formerly held by Colleen Betrus, whose resignation is effective June 30, 2020.

**AND FURTHER NOTICE IS HEREBY GIVEN** those Candidates that would like their name to appear on the ballot for the Library Board of Trustees must meet the qualifications as described below and submit their name for consideration by May 11, 2020.

There will be no minimum threshold number of signatures required for individuals to be placed on the June 9, 2020 ballot, except that you must meet all other requirements, including applicable residency and age. To qualify as a candidate for the Library Board of Trustees position you must be a qualified voter of the District; must have been a resident of the district for a continuous and uninterrupted period of 12 months; must be able to read and write; and must be at least 18 years of age.

**Proposition No. 2  
Library Budget**

Shall the following resolution be adopted to wit:

Shall the proposition be approved authorizing the Board of Education of the Naples Central School District to levy taxes annually in the amount of one hundred and ninety thousand dollars (\$190,000), separate and apart from the annual School District budget, and to pay over such monies to the trustees of the Naples Public Library?

**Proposition No. 3  
Purchase of Transportation Department Vehicles**

Shall the following resolution be adopted to wit:

Shall the Board of Education be authorized to purchase one (1) 72-passenger school bus, including furnishings, equipment, machinery and apparatus required therefore and all necessary costs incidental to the acquisition of such vehicle at a total maximum estimated cost not to exceed \$120,000, less trade-in value of \$14,000; and to finance such purchase from amounts on deposit in the District's Transportation Vehicle Capital Reserve Fund?

1. The District Clerk or the Clerk's designee is hereby directed to add the above to the notice of the annual meeting of the School District.

2. This resolution shall take effect immediately upon its adoption.

Duly put to a vote as follows:

AYES		NAYS	ABSTENTIONS	MOTION CARRIED
Robert Brautigam	Kelley Louthan	None	None	
Joseph Callaghan	Steven Mark			
Carter Chapman	Gail Musnicki			
Jacob Hall	Maura Sullivan			
Thomas Hawks				

**Motion:** Steven Mark

**2<sup>nd</sup>:** Gail Musnicki

**Be it Resolved, that upon the recommendation of the Superintendent, the Naples Central School District Board of Education approves the following personnel item as presented:**

- Resolved, that the Board of Education approves the resignation of Nicole Green, English Teacher, contingent upon her appointment as Secondary Principal, effective April 9, 2020.
- Resolved, that the Board of Education approves the following request for unpaid leave of absence: Monica Kastner, Guidance Counselor: Unpaid Leave for one-half a day on February 12, 2020.

**Voting Yes: 9**

**Motion Carried**

**Voting No: 0**

**Motion:** Carter Chapman

**2<sup>nd</sup>:** Gail Musnicki

**Resolved, that the Board of Education, upon the recommendation of Superintendent Matthew Frahm, approves the Consent Agenda Items as presented:**

a. Resolved, that the Board of Education accepts the committee recommendations from the following meetings:

- Committee on Special Education action of 03/12/2020.
- Committee on Preschool Special Education action of 04/14/2020.

**Voting Yes: 9**

**Motion Carried**

**Voting No: 0**

**Motion:** Thomas Hawks

**2<sup>nd</sup>:** Gail Musnicki

Resolved, that the Board of Education approves calling an executive session at 7:29 p.m. for the purpose of discussing the employment history of a particular person or persons.

**Voting Yes: 9**

**Motion Carried**

**Voting No: 0**

**Time out of Executive Session: 8:02 p.m.**

**Motion:** Carter Chapman

**2<sup>nd</sup>:** Gail Musnicki

There being no further business, the Regular Meeting of May 6, 2020 is hereby adjourned at 8:02 p.m.

**Voting Yes: 9**

**Motion Carried**

**Voting No: 0**

**Dated this 6<sup>th</sup> day of May, 2020**



**Pamela Jo Claes, District Clerk**



<p style="text-align: center;"><b>NAPLES CENTRAL SCHOOL DISTRICT</b>  <b><i>Modified Timeline for Preparation of the 2020-2021 Budget</i></b></p>
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October 16, 2019	Budget Committee Meeting 4:30 p.m. Regular Board Meeting at High School Cafeteria 6:00 p.m.
November 20, 2019	Budget Committee Meeting 4:30 p.m. Regular Board Meeting at High School Cafeteria 6:00 p.m.
December 2, 2019	Budget development information distributed to administrators and staff
December 2 – January 13	Development of building and department budgets
January 22, 2020	Budget Committee Meeting 4:30 p.m. Regular Board Meeting at High School Cafeteria 6:00 p.m. Board of Education - Budget Update
March 1, 2020	Tax Levy Limit Calculation submitted to the NYS Office of the State Comptroller
March 18, 2020	Petitions available for Board of Education Candidates from the District Clerk
March 18, 2020	Budget Committee Meeting 4:30 p.m. Regular Board Meeting at High School Cafeteria 6:00 p.m. Board of Education - Budget Update
April 1, 2020	Regular Board Meeting via Zoom @ 6:00 p.m.
April 22, 2020	Budget Committee Meeting 4:30 p.m. Regular Board Meeting via Zoom @ 6:00 p.m.
May 6, 2020	Regular Board Meeting via Zoom @ 6:00 p.m.
May 10, 2020	Publication of First Legal Notice of District Budget Hearing, Vote & Election
May 11, 2020	Deadline for Board Candidate Nomination by 5:00 p.m.
May 19, 2020	Tentative Budget Adoption Regular Board Meeting via Zoom @ 6:00 p.m. Board Budget Discussion & Final Review of Budget
May 20, 2020	Property Tax Report Card Submission
May 24, 2020	Publication of Second Legal Notice of District Budget Hearing, Vote & Election
May 26, 2020	Copy of proposed budget available on District Website (Legal obligation – 14 days before vote)
<b>May 27, 2020</b>	<b>District Budget Hearing</b> via Zoom 6:00 p.m.
May 28, 2020	Deadline for mailing “Budget Notice” <b>and Budget Brochure</b>
June 3, 2020	Regular Board Meeting via Zoom @ 6:00 p.m.
<b>June 9, 2020</b>	<b>Community Vote on budget and members of the Board of Education Via Absentee Ballot</b>

Approved by Board of Education on: 05/06/2020

# Budget Update Naples CSD

May 6, 2020



# What We Know and Do Not Know Today

- We are holding off on purchasing except for essential items until the next aid announcement from Albany
- Will there be changes to allow relaxed access to reserves?
- Our next fiscal year begins on July 1
- We may be forced to approve a budget without an update to State Aid

# What We Know Today

- CURRENT State Aid Projections
  - SIGNIFICANT Periodic Adjustments to State Aid are PROBABLE
  - Current Aid Projection depends on Stimulus \$

Naples CSD	2020-2021	2019-2020	DIFFERENCE
FoundationAid	\$4,994,395	\$4,994,395	\$0
BOCES	\$445,368	\$602,569	-\$157,201
Excess Cost	\$150,783	\$164,159	-\$13,376
Private Excess Cost	\$44,915	\$31,108	\$13,807
Hardware	\$5,669	\$6,069	-\$400
Textbook	\$49,066	\$52,425	-\$3,359
Transportation	\$706,383	\$668,321	\$38,062
Building aid	\$1,713,740	\$1,348,852	\$364,888
High Tax aid	\$258,736	\$258,763	-\$27
Pandemic Adjustment	-\$224,578	\$0	-\$224,578
Federal Restoration	\$224,578	\$0	\$224,578
TOTALS	\$8,369,055	\$8,126,661	\$242,394

# What We Know Today

The current 2020-2021 budget proposal is a 2.48% increase in possible spending

Budget proposal incorporates completed changes of \$99,921

Description	Budget Code	Aggressive	Conservative	NOTES
Forecast 5	1310-490	\$7,500	\$7,500	completed
Online Web Recruit	1430-490	\$5,500	\$5,500	completed
Advertising	1480-400	\$10,000	\$10,000	completed
Athletics - Contractual	2855-400	\$9,961	\$9,961	completed
Athletics - Supplies	2855-450	\$797	\$797	completed
HS ENGLISH	2110-130	\$60,000	\$60,000	completed
Athletics - Uniforms	2855-455	\$6,163	\$6,163	completed



# What We Know Today

**The current 2020-2021 budget proposal is a 2.48% increase in possible spending**

- **We have contractual payroll obligations of slightly over 3%**
- **We have significantly reduced health insurance obligations through changes to health insurance offerings**
- **We have new debt payments to make but are receiving offsetting building aid from the state**

# BUS PURCHASING

- We have over \$240k in the bus reserve.
- We suggest pulling \$120k out of the general budget and going back to asking the voters for the authority to use \$120k from the transportation reserve for bus purchasing.
- This would accomplish:
  1. using the reserve for its purpose - in tougher financial times.
  2. resetting the general fund budget to withstand any further reductions in state aid or preserve instructional programming.
  3. continue to generate following year state transportation aid for the bus purchases.

# Tax Impact

YEAR	FV Tax Rate	FV of all district property				
2014	\$ 15.71	\$673,149,817				
2015	\$ 15.55	\$685,456,876				
2016	\$ 15.61	\$690,879,497				
2017	\$ 15.67	\$700,526,586				
2018	\$ 15.95	\$711,572,012				
2019	\$ 15.68	\$745,016,886				
	-0.19%	2.14%	average annual increase in tax rate			
2020	\$ 15.75	\$760,924,840		projected tax cap		2.61%
Impact on a property						
\$100,000	home					
\$30,000	star	2020	2019			
\$70,000	taxable	\$ 1,102.81	\$ 1,097.60			
change in tax bill		\$ 5.21				
Impact on a property						
\$60,000	home					
\$30,000	star	2020	2019			
\$30,000	taxable	\$ 472.63	\$ 470.40			
change in tax bill		\$ 2.23				



# Naples Tax Rate is Favorable (projecting \$15.75 for 2020-2021)

School District	Full Value Tax Rate
Marcus Whitman	\$13.55
Honeoye	\$14.97
Naples	\$15.68
Victor	\$15.91
Wayland-Cohocton	\$16.04
Canandaigua City	\$18.76
Livonia	\$20.75
Geneva City	\$20.80
Bloomfield	\$21.65
Red Jacket	\$24.94
Pal Mac	\$26.45

# SUMMARY

- There are still many unknowns regarding state aid that may become clearer in the next two weeks.
- We are developing the budget conservatively with **additional options** available.
- Property tax determinations significantly affect the district's ability to fund programming and future capital projects .
- The current tax cap is in line with average increases in property values so the **Tax Rate** may be relatively unaffected. The rate actually decreased for 2019-2020.
- WHAT WILL SCHOOLING LOOK LIKE NEXT YEAR?