

**BOARD MEETING:** Regular  
**DATE:** Wednesday, June 1, 2016  
**TIME:** 6:30 p.m.  
**PLACE:** Naples High School Cafeteria

- I. Meeting Called to Order  
II. Roll Call  
III. Adopt the Agenda of the Regular Meeting of June 1, 2016 (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

- NCS Bright Spots
- Thank You and Good Luck Elizabeth Friend
- May 20, 2016 - ½ Conference Day Report
- 7<sup>th</sup> Grade Project Based Learning (PBL) Expo
- Capital Improvement Discussion

- IX. Board Reports

- Policy Committee
- Facilities Committee

- X. Minutes (Board Action)

- Regular Meeting of May 4, 2016
- Annual Meeting of May 17, 2016
- Regular Meeting of May 17, 2016

- XI. Inter-Municipal Agreements

- Village of Naples Municipal Cooperation Agreement (Board Action)
- Village of Naples Summer Recreation Program (Board Action)

- XII. Business (Board Action)

- Memorandum of Understanding: SUNY Alfred State College

- XIII. Personnel (Board Action)

- Retirement Resignation
- Resignations
- 2016-2017 Coaches

- XIV. Consent Agenda Items (Board Action)

- Volunteers
- Substitute Automotive Mechanic/Bus Driver effective May 31, 2016
- Substitutes
  - Teacher
  - Teacher Aides
  - Typist

- XV. Adjournment (Board Action)

## Regular Meeting

June 1, 2016

Minutes of a Regular Meeting of the Board of Education of Naples Central School held on Wednesday, June 1, 2016 at \_\_\_\_\_ p.m. in the Naples High School Cafeteria.

Members Present:	Robert Brautigam	Robert Hotchkiss
	Joseph Callaghan	Gail Musnicki
	Carter Chapman	Maura Sullivan
	Brent Gerstner	Margo Ulmer
	Jacob Hall	Elizabeth Friend

Members Absent:

Also Present: Matthew Frahm, Mitchell Ball, Kristina Saucke, Ralph Undercoffler, and Karen Mead.

A quorum being present, the meeting was called to order at \_\_\_\_\_ p.m. by Board President Margo Ulmer.

### **Motion:**

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

Resolved, that the Board of Education approves the agenda of the Regular Meeting of June 1, 2016 as presented.

**Voting Yes:** **Motion Carried**

**Voting No:** **Motion Denied**

**Abstain:**

### **Motion:**

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

Resolved, that the Board of Education approves calling an executive session at \_\_\_\_\_ p.m. for the purpose of discussing the employment history of a particular person or persons and collective negotiations with the Confidential and Managerial Employees.

**Voting Yes:** **Motion Carried**

**Voting No:** **Motion Denied**

**Abstain:**

**Time out of Executive Session:** \_\_\_\_\_ p.m.

### **Motion:**

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

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

Regular Meeting of May 4, 2016

Annual Meeting of May 17, 2016

Regular Meeting of May 17, 2016

**Voting Yes:** **Motion Carried**

**Voting No:** **Motion Denied**

**Abstain:**

**Motion:**

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

Resolved, that authorization is given for the Municipal Cooperation Agreement between Naples Central School and the Village of Naples, effective July 1, 2016 and ending on June 30, 2017, and authorization is given for Matthew T. Frahm, Superintendent to sign the Municipal Cooperation Agreement.

**Voting Yes:**

**Motion Carried**

**Voting No:**

**Motion Denied**

**Abstain:**

**Motion:**

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

Resolved, that upon the recommendation of the Superintendent, the Board of Education approves the negotiated Inter-municipal Agreement between the Board of Education of the Naples Central School District and the Village of Naples in regards to use of the School District's pool for family and summer swimming programs, commencing May 24, 2016 and terminating on June 30, 2017.

**Voting Yes:**

**Motion Carried**

**Voting No:**

**Motion Denied**

**Abstain:**

**Motion:**

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

**Resolved, that the Board of Education approves the Business/Financial resolutions as presented:**

- Resolved, that authorization is given for a Memorandum of Understanding between Naples Central School District and Alfred State College State University of New York to offer Math 1033: College Algebra at Naples Central School for the Fall 2013 semester, effective for the period from September 8, 2016 through January 27, 2017.

**Voting Yes:**

**Motion Carried**

**Voting No:**

**Motion Denied**

**Abstain:**

**Motion:**

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

**Resolved, that upon the recommendation of the Superintendent, the Naples Central School District Board of Education approves the following personnel item(s) as presented.**

- Resolved, that the Board of Education approves the Retirement Resignation of Ellen Aymerich, Teacher, with regret, effective July 1, 2016.
- Resolved, that the Board of Education approves the resignation of Nicholas Fagnoli, Teacher, with regret, effective July 1, 2016.
- Resolved, that the Board of Education approves the resignation of Emmalouise St. Amand, Teacher, with regret, effective July 1, 2016.
- Resolved, that the Board of Education approves the following Coaches for the 2016-2017 School Year, salary as per negotiated agreement:

Golf: Varsity: Aaron O'Rourke

Soccer: Boys Modified: Adam Robison

Soccer: Boys JV: Jon Betrus

Soccer: Girls Modified: Melissa Steenburgh

Soccer: Boys Varsity: Ryan Betrus

Soccer: Girls JV: Robert Birdsall

**Regular Meeting****June 1, 2016**

Soccer: Girls Varsity: Frank Gleichauf  
Tennis: Girls Modified: Cindy Myers  
Tennis: Girls Varsity: William Moesch  
Basketball: Boys Modified: Micah Moore  
Basketball: Boys JV: Jeffrey Liebentritt  
Basketball: Boys Varsity: Michael Salter  
Basketball: Girls JV: Alyson Powers  
Basketball: Girls Varsity: Adam Robison  
Bowling: Boys & Girls Varsity: Paul Frazer  
Skiing: Varsity: Robert Birdsall

Swimming: Boys Modified: Alinda Gangi  
Swimming: Boys Varsity: Courtney Gurslin  
Baseball: Modified: Brian Battle  
Baseball: JV: Adam Robison  
Baseball: Varsity: Howie Fleischman  
Softball: Modified: Michelle Walpole  
Softball: JV: Alyson Powers  
Softball: Varsity: Robert Birdsall  
Tennis: Boys Modified: Frank Gleichauf  
Tennis: Boys Varsity: Jon Betrus

**Voting Yes:****Motion Carried****Voting No:****Motion Denied****Abstain:****Motion:****2<sup>nd</sup>:**

**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 hereby approves the following list of Volunteers:

<u>Name</u>	<u>Position</u>	<u>Address</u>
Jennifer Warren	Volunteer	8 Cornell Street, Roslindale, MA 02131
Gwenn Stockdale-Fellows	Volunteer	8066 County Road 33, Naples, NY 14512
Sean Sullivan	Volunteer	171 North Main Street, Naples, NY 14512
Kory Bay	Volunteer	8842 Strong Hill Road, Naples, NY 14512

- b. Resolved, that the Board of Education hereby approve Everett R. Clark, 308 3<sup>rd</sup> Avenue, Wayland, NY 14572, to the position of Substitute Automotive Mechanic/Bus Driver effective May 25, 2016 at the rate of \$15.00/hour.

- c. Resolved, that the Board of Education hereby approves the following list of Substitutes Appointments:

<u>Name</u>	<u>Position</u>	<u>Address</u>
Jordan Shearing	Teacher	42 Vine Street, Naples, NY 14512
Shana Fuller	Teacher Aide	7507 Feather Street, Naples, NY 14512
Shana Fuller	Typist	7507 Feather Street, Naples, NY 14512
Henry Liebentritt	Teacher Aide	5862 Route 64, Canandaigua, NY 14424

**Voting Yes:****Motion Carried****Voting No:****Motion Denied****Abstain:****Motion:****2<sup>nd</sup>:**

There being no further business, the Regular Meeting of June 1, 2016 is hereby adjourned at

**Voting Yes:****Motion Carried****Voting No:****Motion Denied****Abstain:**

**BOARD MEETING:** Regular  
**DATE:** Wednesday, May 4, 2016  
**TIME:** 7:00 p.m.  
**PLACE:** Naples High School Cafeteria

I. Meeting Called to Order

II. Roll Call

III. Adopt the Agenda of the Regular Meeting of May 4, 2016 (Board Action)

IV. Pledge of Allegiance

V. 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.

VI. Points of Interest

VII. Superintendent Recognitions & Updates

- NCS Bright Spots
- Staff Appreciation Week
- Naples Central School Spring Events
- Smart Schools Bond Investment Plan Presentation

VIII. Board Reports

- Facilities Committee

IX. Minutes (Board Action)

- Regular Meeting of April 20, 2016
- Special Meeting of April 27, 2016

X. Inter-Municipal Agreement

- Community Park Facility Use Agreement (Board Action)

XI. Business (Board Action)

- Biology/Hiking Club Trip
- Tax Corrections
- Memorandum of Understanding: Student Teacher Agreement – Keuka College
- Treasurer's Report
- Discards

XII. Personnel (Board Action)

- Retirement Resignation
- Appointment
  - Temporary Part-Time Laborer
- Maternity Leave
- Unpaid Leave Request

XIII. Consent Agenda Items (Board Action)

- Committee on Special Education Recommendations
- Volunteers
- Substitute(s)
  - Teachers

XIV. Executive Session (Board Action)

XV. Adjournment (Board Action)

## **Regular Meeting**

**May 4, 2016**

Minutes of a Regular Meeting of the Board of Education of Naples Central School held on Wednesday, May 4, 2016 at 7:00 p.m. in the Naples High School Cafeteria.

Members Present:	Robert Brautigam	Robert Hotchkiss
	Joseph Callaghan	Gail Musnicki
	Brent Gerstner	Margo Ulmer
	Jacob Hall	

Members Absent:	Carter Chapman	Maura Sullivan
	Elizabeth Friend	

Also Present: Matthew Frahm, Mitchell Ball, Kristina Saucke, Ralph Undercoffler, and Karen Mead.

Guests: Diann Payne, and Shirley Riffle.

A quorum being present, the meeting was called to order at 7:00 p.m. by Board President Margo Ulmer.

**Motion:** Jacob Hall  
**2<sup>nd</sup>:** Robert Brautigam

Resolved, that the Board of Education approves the agenda of the Regular Meeting of May 4, 2016 as presented.

<b>Voting Yes:</b>	<b>7</b>	<b>Motion Carried</b>
<b>Voting No:</b>	<b>0</b>	

### **Public Comments**

None

### **Board Response**

None

### **Points of Interest**

Board of Education Member Jacob Hall spoke about the St. J's 5K and Fun Run.

Board of Education Member Robert Brautigam spoke about use of technology during Board of Education Meetings.

### **Superintendent Recognitions & Updates**

Superintendent Matthew Frahm spoke about High School Art Teacher Paul Frazer noting that Paul was a guest speaker at his alma mater North Rose Wolcott adding that Paul was the focus of his "Bright Spot".

Mr. Frahm spoke about the staff appreciation week and thanked all district staff for the great work that they do. Mr. Frahm noted that Naples was given a silver medal in U.S. and News Report, which is a prestigious award.

Mr. Frahm spoke about school spring events including the High School Prom, Senior Trip, Annual Budget Award, Marching Band Trip, Memorial Day Parade, High School Concert and Art Show, Elementary School Concert and Art Show, Academic Awards Banquet, Athletic Awards Banquet, 6<sup>th</sup> Grade Fun Night, Graduates of Distinction Induction, Elementary Field Day, Senior Parent Banquet, and Graduation.

Director of Technology Lew White, Technology Staff Developer Anneke Radin-Snaith, and Business Administrator Mitchell Ball reviewed items that will likely be included in the Smart Schools Investment Plan.

**Board Reports**

Board of Education and Facilities Committee Member Joseph Callaghan reviewed items as discussed in the Facilities Committee Meeting, including the proposed capital work relating to the transportation Facility, capital work relating to the elementary bus loop, capital work in the elementary entry, the septic system, the man hole at the bus garage, and lead testing.

**Motion:**       **Jacob Hall**  
**2<sup>nd</sup>:**       **Joseph Callaghan**

Resolved, that the Board of Education approves the minutes of the following meeting:  
Regular Meeting of April 20, 2016  
Special Meeting of April 27, 2016

**Voting Yes:**    **7**                               **Motion Carried**  
**Voting No:**    **0**

**Motion:**       **Gail Musnicki**  
**2<sup>nd</sup>:**       **Brent Gerstner**

Resolved, that upon the recommendation of the Superintendent, the Board of Education approves the negotiated Inter-municipal Agreement between the Board of Education of the Naples Central School District (hereinafter "School District") and the Town of Naples (hereinafter "Town") in regards to the Naples Community Park Facility Use Agreement.

**Voting Yes:**    **6**                               **Motion Carried**  
**Voting No:**    **0**  
**Abstain:**       **1 Robert Brautigam**

**Motion:**       **Gail Musnicki**  
**2<sup>nd</sup>:**       **Robert Hotchkiss**

**Resolved, that the Board of Education approves the Business/Financial resolutions as presented:**

- Resolved, that the Board of Education authorizes the following student trips:
  - The Biology/Hiking Club trip to the Adirondacks from June 17-19, 2016, itinerary attached.
- Resolved, that upon the recommendation of Real Property Tax Services of Ontario County, authorization is hereby given for a refund of taxes to Harry F. Voss for the following and furthermore, the Board of Education authorizes the transfer of funds from the Tax Certiorari Reserve to the General Fund for the refund of taxes for prior years as indicated below:

For property owned in the Town of South Bristol at 6985 State Route 21, Naples, NY 14512 in the amount of:

- \$3,871.47 for the partial refund of 2011-2012 School Taxes;
- \$5,328.70 for the partial refund of 2012-2013 School Taxes;
- \$5,677.10 for the partial refund of 2013-2014 School Taxes;
- \$5,863.64 for the partial refund of 2014-2015 School Taxes;
- \$5,803.86 for the partial refund of 2015-2016 School Taxes and

For property owned in the Town of South Bristol at Coye Point Drive, Naples, NY 14512 in the amount of:

- \$1,375.15 for the partial refund of 2011-2012 School Taxes;
- \$1,517.74 for the partial refund of 2012-2013 School Taxes;
- \$1,616.97 for the partial refund of 2013-2014 School Taxes;
- \$1,670.10 for the partial refund of 2014-2015 School Taxes;
- \$1,653.07 for the partial refund of 2015-2016 School Taxes

- Resolved, that authorization is given for a Memorandum of Understanding: Student Teacher Agreement between Naples Central School District and Keuka College effective upon approval.
- Resolved, that the Board of Education approves the Treasurer's monthly report for the period ending March 2016.
- Resolved, that approval be given for the following discards to be declared surplus property and approval given to discard as per Policy #5250:
  - Elementary School Library: Damaged Book Discards:
    - Fantastic Voyage
    - The Little Mermaid and Other Stories
    - The Very Little Princess

**Voting Yes: 7**

**Motion Carried**

**Voting No: 0**

**Motion: Gail Musnicki**

**2<sup>nd</sup>: Jacob Hall**

**Resolved, that upon the recommendation of the Superintendent, the Naples Central School District Board of Education approves the following personnel item(s) as presented.**


- Resolved, that the Board of Education approves the Retirement Resignation of Debra Miles, Teacher Aide, with regret, effective June 30, 2016.
- Gregory R. Dick, 3967 Italy Hill Road, Branchport, NY 14478, as Temporary Part-time Laborer, effective May 5, 2016 through October 14, 2016 at a rate of \$10.00/hour.
- Resolved, that the Board of Education approves the request of Joelle Grifa, Teacher, for an unpaid family leave of absence commencing from the end of her pregnancy related disability leave through November 8, 2016, with benefits continuing throughout her leave as per the family medical leave act, anticipated delivery date August 26, 2016.
- Resolved, that the Board of Education approves the following request for unpaid leave:
  - Monica Kastner, Guidance Counselor: April 20, 2016 – One-half (1/2) day

**Voting Yes: 7**

**Motion Carried**

**Voting No: 0**

**May 4, 2016**

  
Mitchell Ball  
District Clerk

## **BUDGET AND BOARD MEMBER VOTE**

**May 17, 2016**

Vote on the 2016-2017 Proposed School Budget; Three (3) Board of Education Trustees; Two (2) Public Library Trustees; Bus Purchase; and Capital Reserve Fund.

Minutes of the annual meeting of qualified voters of the Naples Central School District of the Town of Naples, et al, Ontario County, New York.

Balloting on the 2016-2017 Proposed School Budget; Three (3) Board of Education Trustees; Two (2) Public Library Trustees, Bus Purchase; and Capital Reserve Fund was held in the Naples High School Library from 7:00 a.m. to 8:00 p.m. Eastern Daylight Savings Time on Tuesday, May 17, 2016.

Chairperson Pamela Jo Claes declared the polls open at 7:00 a.m.

The following people previously appointed by the Board of Education acted as Tellers and Poll Clerks:

Chairman: Pamela Jo Claes  
Assistant Election Inspector: Michele Barkley  
Assistant Election Inspector: Kathy Grayson  
Election Inspectors and Substitute Election Inspectors:  
Candy Chapman, Jane Gentner, Virginia Halstead,  
Mary Mueller and Caroline Schultz.

Balloting was conducted on the following:

### **PROPOSITION NO. 1**

2016-2017 Proposed Budget:

Shall the following resolution be adopted, to wit:

BE IT RESOLVED, That the Board of Education of the Naples Central School be authorized to expend the sum set forth in the total amount of \$19,569,425 and to levy the necessary tax therefore.

### **NAPLES BOARD OF EDUCATION CANDIDATES**

#### **Vote for Three (3)**

Brent Gerstner  
Carter Chapman  
Margo Ulmer

### **NAPLES PUBLIC LIBRARY BOARD OF TRUSTEES**

#### **Vote for Two (2)**

Adam Corcoran  
Colleen Betrus

**PROPOSITION NO. 2**

Bus Purchase:

Shall the following resolution be adopted to wit:

Resolved that the Board of Education of the Naples Central School District is hereby authorized to undertake the acquisition of school buses, at an estimated maximum aggregate cost of \$229,862, less trade-in value, if any, and that such costs, or so much thereof as may be necessary, shall be raised by the levy of a tax to be collected in annual installments; and, in anticipation of such tax, debt obligations of the school district as may be necessary not to exceed such estimated maximum aggregate cost shall be issued, or the school district may enter into an installment purchase contract if the Board of Education determines that it is in the best interest of the school district to finance the purchase in that method.

**PROPOSITION NO. 3**

Shall the following resolution be adopted to wit:

RESOLVED, that the Board of Education of the Naples Central School District is hereby authorized to establish a capital reserve fund to be used to finance in whole or part the cost of acquisition of transportation vehicles in accordance with Education Law section 3651, in an ultimate amount not to exceed \$750,000. The fund shall have a probable term of ten (10) years. The Board of Education is hereby authorized to pay into the fund in the 2016-2017 school year and annually thereafter funds of the school district in an amount determined by the Board of Education up to the maximum authorized amount, from the fund balance or other legally available fund, and from such other monies as the voters may direct.

Balloting was done by voting machine, provided to the District by Ontario County Election Services.

Zero (0) count on the voting machines prior to the start of the vote was verified by Candy Chapman, Jane Gentner, Virginia Halstead, and Caroline Schutz.

Machine #1- Total Machine Count: 310 Ballots Scanned

Chairman Pamela Jo Claes declared the polls closed at 8:00 p.m.

Machine #1- Final tally was verified by Candy Chapman, Jane Gentner, Virginia Halstead, and Caroline Schutz.

Five (5) Absentee Ballots were opened after the machine count and added to the total count.

2016-17 School Budget		Machine #1	Absentees	TOTAL
		Machine Count	Hand Count	
Vote Yes	YES	212	3	215
Vote No	NO	81	1	82
Blank				

Proposition 1, the proposed 2016-2017 Budget, was declared duly passed and adopted.

**BUDGET AND BOARD MEMBER VOTE****May 17, 2016**

<b>Board of Education Members</b>		<b>Machine #1</b>	<b>Absentees</b>	<b>TOTAL</b>
		Machine Count	Hand Count	
Row # 1A	Brent Gerstner	241	4	245
Row # 13E	Carter Chapman	234	4	238
Row # 15E	Margo Ulmer	251	4	255
Write-In	Scott Kickbush	1		1
Write-In	Andrew Fleischman	1		1
Write-In	Chris Abraham	1		1
Write-In	John Steff	1		1

Brent Gerstner, Carter Chapman, and Margo Ulmer were declared duly elected for three-year terms; effective July 1, 2016 - June 30, 2018.

<b>Public Library Trustees</b>		<b>Machine #1</b>	<b>Absentees</b>	<b>TOTAL</b>
		Machine Count	Hand Count	
Row # 4E	Adam Corcoran	225	4	229
Row # 5E	Colleen Betrus	273	4	277
Write-In	None			0

Adam Corcoran and Colleen Betrus were declared duly elected for a five-year term; commencing on July 1, 2016 and expiring on June 30, 2021.

<b>Bus Purchase</b>		<b>Machine #1</b>	<b>Absentees</b>	<b>TOTAL</b>
		Machine Count	Hand Count	
Vote Yes	YES	234	3	237
Vote No	NO	58	2	60
Blank				

Proposition 2, the acquisition of school buses, at an estimated maximum aggregate cost of \$229,862 was declared duly passed.

<b>Capital Reserve Fund</b>		<b>Machine #1</b>	<b>Absentees</b>	<b>TOTAL</b>
		Machine Count	Hand Count	
Vote Yes	YES	216	3	219
Vote No	NO	77	1	78
Blank				

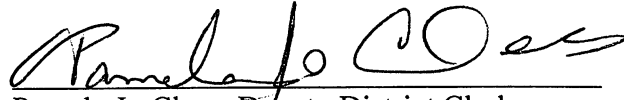
Proposition 3, authorization to establish a capital reserve fund to be used to finance in whole or part the cost of acquisition of transportation vehicles in accordance with Education Law section 3651, in an ultimate amount not to exceed \$750,000, was declared duly passed.

**BUDGET AND BOARD MEMBER VOTE**

**May 17, 2016**

There being no further business, the meeting was duly adjourned at 8:30 p.m.

Dated this 17th day of May, 2016.



Pamela Jo Claes, Deputy District Clerk

**BOARD MEETING:** Regular  
**DATE:** Tuesday, May 17, 2016  
**TIME:** 6:15 p.m.  
**PLACE:** Naples High School Cafeteria

I. Meeting Called to Order

II. Roll Call

III. Adopt the Agenda of the Regular Meeting of May 17, 2016 (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

- NCS Bright Spots
- Capital Improvement Presentation (SEI Design)
- Learning Walks
- Update on High School Principal Search

IX. Administrative Reports

- Elementary Principal
- Secondary Principal
- Director of Pupil Personnel
- Student Representative

X. Minutes (Board Action)

- May 4, 2016

XI. Approval of Vote Results (Board Action)

XII. Bus Purchase – Bond Resolution (Board Action)

XIII. Contractual Agreement (Board Action)

XIV. Business (Board Action)

- Adopt Naples Central School Preliminary Smart Schools Investment Plan
- Modify 2015-2016 School Calendar
- Approve National Center for Education Research & Technology Contract
- Letters of Continuance

XV. Personnel (Board Action)

- Retirement Resignation
- Tenure Appointments
- Unpaid Leave Request

XVI. Consent Agenda Items (Board Action)

- Committee on Special Education Recommendations
- Volunteers
- Substitute(s)
  - Tutor: Effective April 20, 2016
  - Teachers

XVII. Adjournment (Board Action)

## Regular Meeting

May 17, 2016

Minutes of a Regular Meeting of the Board of Education of Naples Central School held on Wednesday, May 17, 2016 at 6:16 p.m. in the Naples High School Cafeteria.

Members Present:     Robert Brautigam                             Gail Musnicki  
                             Joseph Callaghan Arrived at 7:15 pm     Maura Sullivan  
                             Brent Gerstner                             Margo Ulmer  
                             Jacob Hall                                 Elizabeth Friend  
                             Robert Hotchkiss

Members Absent:     Carter Chapman

Also Present: Matthew Frahm, Mitchell Ball, Kristina Saucke, Ralph Undercoffler, and Karen Mead.

Guests: Dahl Schultz, Barbara Howard, and Shirley Riffle.

A quorum being present, the meeting was called to order at 6:16 p.m. by Board President Margo Ulmer.

**Motion:             Jacob Hall**  
**2<sup>nd</sup>:                 Brent Gerstner**

Resolved, that the Board of Education approves the agenda of the Regular Meeting of May 17, 2016 as presented.

**Voting Yes:     7                             Motion Carried**  
**Voting No:     0**

**Motion:             Gail Musnicki**  
**2<sup>nd</sup>:                 Robert Hotchkiss**

Resolved, that the Board of Education approves calling an executive session at 6:16 p.m. for the purpose of discussing the employment history of a particular person or persons and collective negotiations with the CSEA Support Staff Unit #7853.

**Voting Yes:     7                             Motion Carried**  
**Voting No:     0**

**Time out of Executive Session: 6:55 p.m.**

Board President Margo Ulmer requested that the Board of Education amend the agenda of the Regular Meeting of May 17, 2016 and table the motion to approve the minutes of the Regular meeting of May 4, 2016 as the minutes were not included in the board packet for review.

**Motion:             Jacob Hall**  
**2<sup>nd</sup>:                 Brent Gerstner**

Resolved, that the Board of Education approves the motion to amend the agenda of Regular Meeting of May 17, 2016 and to table the motion to approve of the minutes of the Regular Meeting of May 4, 2016 to the Regular Meeting of June 1, 2016.

**Voting Yes:     7                             Motion Carried**  
**Voting No:     0**

## Public Comments

None

**Board Response**

None

**Points of Interest**

Board of Education Member Robert Hotchkiss talked about the Senior Trip to Boston thanking administration and staff for their involvement.

**Superintendent Recognitions & Updates**

Superintendent Matthew Frahm recognized the top ten percent of graduates of the Class of 2016 and noted that they were the focus of his “Bright Spot”.

Architect Victor Tomaselli from SEI Design Group reviewed preliminary designs and options for capital work in the areas of the Elementary Parking Lot, the Elementary Main Entry, and the Bus Garage. A period of comments by the Board of Education followed.

Mr. Frahm noted that the members of the Naples Central School District and members of the Canandaigua City School District took turns visiting each other’s districts in an effort to learn more through “Learning Walks”.

Mr. Frahm updated the Board of Education on the High School Principal search.

**Administrative Reports**

Elementary School Principal Kristina Saucke outlined items that appeared in the monthly Board of Education Report and spoke briefly about the hiring process for the 5<sup>th</sup> Grade position and the Academic Intervention Services position.

Student Representative Elizabeth Friend spoke briefly about extracurricular activities; student academics; student athletics; student activities; and student clubs.

**Board Reports**

None

**Motion: Jacob Hall**  
**2<sup>nd</sup>: Robert Brautigam**

**Resolved, that the results of the Annual School District Vote of the Naples Central School District of the Town of Naples, Ontario County, NY are accepted as presented:**

WHEREAS, the Annual Central School District vote of the Naples Central School District of the Town of Naples, Ontario County, New York, was duly called, held and conducted on May 17, 2016, between the hours of 7:00 o’clock a.m. and 8:00 o’clock p.m., Eastern Daylight Savings Time, for the purpose of voting by voting machine for the election of Board of Education members; Public Library trustees and Propositions set forth in the notice of such election dated April 1, 2016, and

WHEREAS, this Board of Education has duly examined the statements of the result of said annual election held May 17, 2016, as aforesaid, in said Naples Central School District,

NOW THEREFORE, BE IT RESOLVED, by the Board of Education of the Naples Central School District of the Town of Naples, Ontario County, New York as follows:

**Regular Meeting****May 17, 2016**

It is hereby found and determined from the results of said annual election that the total votes cast for the Propositions and Candidates submitted at said annual election are as follows:

**Proposition #1: 2016-2017 Budget: \$19,735,890**Voting Yes: 215Voting No: 82

Proposition #1: Passed

**Naples Board of Education Members:**

Votes for:

Name	Brent Gerstner	Carter Chapman	Margo Ulmer	Write-In Scott Kickbush	Write-In Andrew Fleischman	Write-In Chris Abraham	Write-In John Steff
Row	1A	2A	3A				
# Votes	245	238	255	1	1	1	1

It is hereby determined that such candidates, Brent Gerstner, Carter Chapman, and Margo Ulmer, having received the three highest votes of the duly elected voters at said annual election, are hereby declared elected for three (3) year terms, to the Board of Education of the Naples Central School District commencing July 1, 2016 and expiring on June 30, 2019.

**Naples Public Library Trustees:**

Votes for:

Name	Adam Corcoran	Colleen Betrus
Row	4A	5A
# Votes	229	277

It is hereby determined that such candidates, Adam Corcoran and Colleen Betrus, are hereby declared elected for five (5) year terms, to the Naples Public Library Board of Trustees, commencing July 1, 2016 and expiring on June 30, 2021.

**Proposition #2: Bus Purchase: \$229,862**Voting Yes: 237Voting No: 60

Proposition #2: Passed

**Proposition #3: Establish Capital Reserve Fund to be used to finance in whole or part the cost of acquisition of transportation vehicles in accordance with Education Law section 3651**Voting Yes: 219Voting No: 78

Proposition #3: Passed

**Voting Yes: 8****Motion Carried****Voting No: 0**

**Motion: Robert Brautigam**  
**2<sup>nd</sup>: Joseph Callaghan**

**Resolved, that the Bond Resolution dated May 17, 2016 of the Board of Education of the Naples Central School District authorizing not to exceed \$229,862.00 aggregate principal amount of general obligation bonds to finance the acquisition of school buses is hereby accepted as presented.**

Bond resolution dated May 17, 2016 of the Board of Education of the Naples Central School District authorizing not to exceed \$229,862.00 aggregate principal amount of general obligation bonds to finance the acquisition of school buses, at an estimated maximum aggregate cost of \$229,862.00, authorizing bond anticipation notes in contemplation thereof, the levy of taxes in annual installments in payment thereof, the expenditure of such sums for such purpose, and determining other matters in connection therewith.

WHEREAS, the qualified voters of the Naples Central School District, New York, at a special meeting of such voters duly held on May 17, 2016, duly approved a proposition authorizing the levy of taxes to be collected in installments, in the manner provided by the Education Law, for the specific objects or purposes hereinafter described; now therefore

BE IT RESOLVED BY THIS BOARD OF EDUCATION AS FOLLOWS:

Section 1. The Naples Central School District has undertaken or shall undertake certain capital expenditures, as more particularly described in Section 3 hereof.

Section 2. The Naples Central School District is hereby authorized to issue its General Obligation Serial Bonds in the aggregate principal amount of not to exceed \$229,862.00, pursuant to the Local Finance Law of New York, in order to finance the specific objects or purposes described herein.

Section 3. The specific objects or purposes to be financed pursuant to this resolution (hereinafter referred to as "purpose") are the acquisition of school buses at an estimated aggregate cost of \$229,862.00.

Section 4. It is hereby determined and declared that (a) the maximum aggregate cost of said purpose, as estimated by the Board of Education, is \$229,862.00, and such amount is hereby appropriated therefor, (b) the Naples Central School District plans to finance the cost of said purpose entirely from funds raised by the issuance of said Bonds and the Bond Anticipation Notes hereinafter referred to, and (c) no money has heretofore been authorized to be applied to the payment of the cost of said purpose.

Section 5. It is hereby determined that the purpose is one of the class of objects or purposes described in Subdivision 29 of Paragraph a of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of said purpose is five (5) years.

Section 6. The Naples Central School District is hereby authorized to issue its Bond Anticipation Notes in the aggregate principal amount of not to exceed \$229,862.00, and is hereby authorized to issue renewals thereof, pursuant to the Local Finance Law of New York in order to finance the purpose in anticipation of the issuance of the above described Bonds.

Section 7. It is hereby determined and declared that (a) there are presently no outstanding Bond Anticipation Notes issued in anticipating of the sale of said Bonds, (b) the Bond Anticipation Notes authorized hereby are not issued in anticipation for Bonds for an assessable improvement.

Section 8. It is hereby determined and declared that the Naples Central School District reasonably expects to reimburse the general fund, or such other fund utilized, not to exceed the maximum amount authorized herein, from the proceeds of the obligations authorized hereby for expenditures, if any, from such fund that may be made for the purpose prior to the date of issuance of such obligations. This is a declaration of official intent under Treasury Regulation §1.150-2.

Section 9. The faith and credit of the Naples Central School District, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such Bonds and Bond Anticipation Notes as the same respectively become due and payable. And annual appropriation shall be made in each

**May 17, 2016**

**Section 10.** The power to further authorize the issuance of said Bonds and Bond Anticipation Notes and to prescribe the terms, form and contents of said Bonds and Bond Anticipation Notes, subject to the provisions of this resolution and the Local Finance Law of New York, including without limitation, the consolidation with other issues, the determination to issue Bonds with substantially level or declining annual debt service, and to sell and deliver said Bonds and Bond Anticipating Notes, is hereby delegated to the President of the Board of Education or to the Vice President of the Board in the event of the absence or unavailability of the President. The President of the Board of Education and the District Clerk are hereby authorized to sign by manual or facsimile signature any Bonds and Bond Anticipation Notes issued pursuant to this resolution, and are hereby authorized to affix to such Bonds and Bond Anticipation Notes the corporate seal of the School District and to attest the same.

**Section 12.** This resolution shall take effect immediately upon its adoption.

<u>Ayes</u>	<u>Nays</u>	<u>Abstentions</u>
Robert Brautigam	None	None
Joseph Callaghan		
Brent Gerstner		
Jacob Hall		

**Voting Yes: 8** **Motion Carried**  
**Voting No: 0**

- Resolved, that the Board of Education adopts the Naples Central School Preliminary Smart Schools Investment Plan as presented.
- Resolved, that the Board of Education approves the amended 2015-2016 Naples Central School District Calendar as presented. (Calendar Attached)

- Resolved, that this Educational Technology, Research and Leadership Practices Agreement (Attached) is entered into this 17<sup>th</sup> day of May, 2016, by and between the National Center for Education Research and Technology, Inc., a California corporation, and Naples Central School District.
- Resolved, that the Superintendent or his designee is authorized and directed to provide proper notice for continuance of employment pursuant to the New York State Labor Law for those employees that will be employed by the District during the 2016-2017 school year.

**Voting Yes: 8****Motion Carried****Voting No: 0****Motion: Maura Sullivan****2<sup>nd</sup>: Brent Gerstner****Resolved, that upon the recommendation of the Superintendent, the Naples Central School District Board of Education approves the following personnel item(s) as presented.**

- Resolved, that the Board of Education approves the retirement resignation of Rocky Dean, as Transportation Supervisor, with regret, effective June 30, 2016.
- Resolved, that the Board of Education approves the following tenure appointments:  
Jennifer Lester, 7186 Eelpot Road, Naples, NY 14512, to tenure as an Elementary Special Education Teacher, effective August 31, 2016. The certification area and status is Students with Disabilities Grades 1-6, Professional; Pre-Kindergarten, Kindergarten, and Grades 1-6, Permanent; and Reading Teacher, Permanent.  
Melissa Steenburgh, 5786 District Hedge Row Circle, Farmington, NY 14425, to tenure as a School Psychologist, effective August 31, 2016. The certification area and status is School Psychologist, Provisional.
- Resolved, that the Board of Education approves the following request for unpaid leave:
  - Monica Kastner, Guidance Counselor: June 3, 2016 – One (1) day

**Voting Yes: 8****Motion Carried****Voting No: 0****Motion: Joseph Callaghan****2<sup>nd</sup>: Jacob Hall****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 approves committee recommendations from the following meetings:  
Committee on Special Education actions of April 4, 2016; April 6, 2016; April 8, 2016 and April 13, 2016.
- b. Resolved, that the Board of Education hereby approves the following list of Volunteers:

<u>Name</u>	<u>Position</u>	<u>Address</u>
Benjamin Gleason	Volunteer	6163 Gulick Road, Naples, NY 14512
Joseph Goodwin	Volunteer	4749 Route 245, Naples, NY 14512
LaDonna Goodwin	Volunteer	4749 Route 245, Naples, NY 14512
Brandi Vest	Volunteer	181 South Main Street, Naples, NY 14512
Owen Vest	Volunteer	181 South Main Street, Naples, NY 14512

**Regular Meeting****May 17, 2016**

Wayne Allen	Volunteer	PO Box 294, Naples, NY 14512
Jeanne Cease	Volunteer	28 Mount Pleasant Street, Naples, NY 14512
Kevin Chapman, Jr.	Volunteer	6214 Italy Valley Road, Naples, NY 14512
Dorothy Griffin	Volunteer	7339 County Road 36, Naples, NY 14512
Lori Quinn	Volunteer	165 South Main Street, Naples, NY 14512
William Uhlen	Volunteer	5830 Seneca Point Road, Naples, NY 14512

- c. Resolved, that the Board of Education hereby approves the following list of Substitutes Appointments:

<u>Name</u>	<u>Position</u>	<u>Address</u>
Christina Brennan effective April 20, 2016	Tutor	405 Court St., Penn Yan, NY 14527

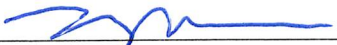
<u>Name</u>	<u>Position</u>	<u>Address</u>
Shana Fuller	Teacher	7507 Feather Street, Naples, NY 14512
Jacob Braniecki	Teacher	119 Arlington Park, Canandaigua, NY 14424
Henry Liebentritt	Teacher	5862 Route 64, Canandaigua, NY 14424

**Voting Yes: 8****Motion Carried****Voting No: 0****Motion: Robert Brautigam****2<sup>nd</sup>: Robert Hotchkiss**

There being no further business, the Regular Meeting of May 17, 2016 is hereby adjourned at 8:46 p.m.

**Voting Yes: 8****Motion Carried****Voting No: 0**

Dated this 17<sup>th</sup> day of May, 2016

  
\_\_\_\_\_  
Mitchell Ball  
District Clerk

## MUNICIPAL COOPERATION AGREEMENT

AN AGREEMENT, made by and between the Village of Naples, a municipal corporation having its offices located at 106 S. Main St., Naples, NY 14512 (hereafter The Village) and the Naples Central School District, having its main office located at \_\_\_\_ N. Main St., Naples, NY 14512 (hereafter The School);

### WITNESSETH:

WHEREAS, Section 119-0 of the General Municipal Law of the State of New York authorizes municipalities to enter into municipal cooperation agreements for the purpose of sharing labor and equipment and other resources; and

WHERS The Village and The School wish to enter into a municipal cooperation agreement for the purpose of sharing such resources;

NOW THEREFORE, in consideration of the promises and covenants contained herein, it is mutually understood and agreed by and between the parties hereto as follows:

1. The Village and The School shall designate one or more coordinators who shall be authorized to request from or render to the other party such assistance as may be appropriate under this agreement. Each coordinator shall request or render assistance under the guidelines established by each party's governing body.
2. Each party hereby grants to its coordinator the authority to enter into any shared service arrangement with the other party subject to the following:
  - A. Each party agrees to rent, borrow, or exchange from the other materials, machinery, or equipment, with or without operators, which it may need for its purposes as determined by the party's coordinator. The value of the materials, supplies, machinery, or equipment borrowed by one party from the other must be returned in the form of similar types and amounts of equipment, materials or supplies or by the giving of services of equal value, to be determined by the respective coordinators.
  - B. The determination as to whether such equipment , with or without operators or supplies is available shall be made by the assisting party. In the event that the coordinator determines that it will be in his party's best interests to lend to the other party, the coordinator is hereby authorized to do so.
  - C. Each party hereby reserves the right to refuse or withdraw assistance at any time based upon the assisting party's own needs.
  - D. It is the express intention of both parties that no payment shall be made by either party to the other in return for services rendered or equipment provided. Rather, the

consideration running to each party shall be the availability of such services, equipment, and materials from the other. Each party shall keep accurate and up to date records of all activities performed pursuant to this agreement which shall be made available for inspection by the other party upon request.

- E. All employees of the assisting party shall be deemed to be performing services for the assisting party and shall be provided with salary and benefits in accordance with the policies of the assisting party.
  - F. All equipment and the operator thereof, for purposes of workers' compensation, liability, disability and any other relationship with third parties shall be considered the equipment of, and employee of, the assisting party.
  - G. Each party shall be responsible for its own employees, including, but not limited to workers' compensation, salary, benefits, and all insurances.
  - H. In the event that equipment being operated by an employee of the assisting party is damaged or is otherwise in need of repair while working for the other party, the assisting party shall be responsible for making such repair. In the event that equipment is damaged while being operated by an employee of the party receiving assistance, the receiving party shall be responsible for the repair of the damaged equipment.
  - I. Each party shall be responsible for the negligent acts resulting from the activities of its own employees rendered pursuant to this agreement, and each party does hereby indemnify, release, and hold harmless the other party from all loss, claims, damages, suits, or causes of action including reasonable attorney's fees for personal injury, including death, or damage to property arising out of any act or omission pursuant to this agreement, unless the same shall have been caused by the gross negligence or willful misconduct of the other party.
  - J. Each party shall carry and shall maintain in force during the term of this agreement general liability insurance coverage and business auto liability insurance coverage with minimum limits of \$ 1,000,000.00 per occurrence or accident together with all statutory insurance coverage, including but not limited to workers' compensation and disability insurance. Each party shall be named as an additional insured on the other's liability insurance policy(ies). Proof of insurance coverage shall be provided by each party to the other and shall be subject to the approval of the other party prior to the effective date of this agreement.
3. Each party hereby agrees that it is now and shall remain in compliance with all State and Federal statutes, rules, and regulations, including, but not limited to the Labor Law of the State of New York. All statutory provisions applicable to this agreement are hereby incorporated by reference.

4. No waiver, modification or other alteration of any of the terms of this agreement shall be valid unless set forth in a written document signed by each party to which shall be affixed an authorizing resolution of the governing board of each party.

5. This agreement shall be for a term of one (1) year, commencing on the 1<sup>st</sup> day of July, 2016 and ending on the 30<sup>th</sup> day of June, 2017.

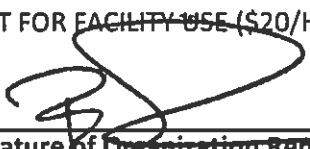
IN WITNESS WHEREOF, the parties have ~~hereunto set~~ their hands and seals this 18<sup>th</sup> day of May, 2016.

  
\_\_\_\_\_  
The Village of Naples  
By:  
\_\_\_\_\_  
The Naples Central School District  
By:

# NAPLES CENTRAL SCHOOL

## FACILITY USE REQUEST

DATE 4/26/2016

1. ORGANIZATION NAME AND ADDRESS Village of Naples
2. FACILITIES REQUESTED pool, tennis courts, High school gym and cafeteria
3. TYPE OF EVENT Summer Recreation Program
4. ADMISSION CHARGE (If applicable) \$12/session/child
5. USE OF FUNDS Supplies & Staff
6. PERSON IN CHARGE AND PHONE # Tracy Gossoo 319-1414
7. DATE(S) OF EVENT June 27 2016-August 5 2016  
HOURS OF EVENT 8am-4pm  
SPECIAL NEEDS (Materials, equipment, etc.) Staff Use 2 days prior/after prep & clean - up  
NAME OF LIFEGUARD (IF POOL IS INVOLVED @ \$12/HR/Lifeguard) tbd  
Lifeguards must be on the Board of Education Approved list. Contact Athletic Director, Chad Hunt, for Details.
8. COST FOR FACILITY USE (\$20/HR/Staff) = \_\_\_\_\_  
  
Signature of Organization Representative \_\_\_\_\_  
Charges apply when no staff will be in the buildings.  
4/26/2016  
Date \_\_\_\_\_

**PLEASE RETURN TO THE BUILDING PRINCIPAL UPON COMPLETING THE ABOVE INFORMATION.**

### Business Office Use Only:

Facility Charges \_\_\_\_\_  
Lifeguard Charges \_\_\_\_\_  
Amount Invoiced: \_\_\_\_\_  
Approved: \_\_\_\_\_  
Date: \_\_\_\_\_

1 copy to Organization  
1 copy to Building Principal  
1 copy to Athletic Director  
1 copy to Director of Facilities  
Original to Business Office

\_\_\_\_\_  
Signature of Building Principal Date

\_\_\_\_\_  
Signature of Athletic Director Date

\_\_\_\_\_  
Signature of Director of Facilities Date

**Revised 12-10-15**

# NAPLES CENTRAL SCHOOL

## FACILITY USE REQUEST

DATE 4/26/2016

1. ORGANIZATION NAME AND ADDRESS Village of Naples

2. FACILITIES REQUESTED Pool Area

3. TYPE OF EVENT Family Swim

4. ADMISSION CHARGE (If applicable) \$2 per person

5. USE OF FUNDS Lifeguards and Administrative Costs

6. PERSON IN CHARGE AND PHONE # Tracy Gossoo 319-1414

7. DATE(S) OF EVENT 1st and 3rd Friday of each Month

HOURS OF EVENT 6-8pm

SPECIAL NEEDS (Materials, equipment, etc.) none

NAME OF LIFEGUARD (IF POOL IS INVOLVED @ \$12/HR/Lifeguard) tbd

Lifeguards must be on the Board of Education Approved list. Contact Athletic Director, Chad Hunt, for Details.

8. COST FOR FACILITY USE (\$20/HR/Staff) = \_\_\_\_\_

Charges apply when no staff will be in the buildings.

4/26/2016

  
Signature of Organization Representative

Date

PLEASE RETURN TO THE BUILDING PRINCIPAL UPON COMPLETING THE ABOVE INFORMATION.

### Business Office Use Only:

Facility Charges \_\_\_\_\_

Lifeguard Charges \_\_\_\_\_

Amount Invoiced: \_\_\_\_\_

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Building Principal Date

\_\_\_\_\_  
Signature of Athletic Director Date

\_\_\_\_\_  
Signature of Director of Facilities Date

1 copy to Organization  
1 copy to Building Principal  
1 copy to Athletic Director  
1 copy to Director of Facilities  
Original to Business Office

Revised 12-10-15

**Naples Central School District  
136 North Main Street  
Naples, New York 14512  
(585) 374-7901**

### ***Facility Use***

The following is an outline of the process and protocol for Facility Use in the Naples Central School District:

1. Facility Use forms (Revised as of 12/10/15) will be in each Building's Main Office and the District Office.
2. Agents requesting use should complete all paperwork and attach the appropriate insurance certification before handing it back in to the Building Administrator.
3. Each Building Administrator should review the request and ensure that there are no conflicts regarding facility use. (A call to the Athletic Director is imperative).
4. The Building Administrator should calculate any cost involved with the agent requesting use. Record this on the Facility Use Form. **NOTE:** Charges apply only when no staff will be in the buildings - mostly holidays and weekends (remember that we have staff here on Saturday).

If the pool is requested, the Athletic Director, Chad Hunt, will select from the Board of Education approved Lifeguard list and secure a lifeguard(s). The Lifeguard will fill out a time sheet with the organization's approval and submit to business office for payment. The Agent will be billed directly for any charges.

5. The Building Administrator will forward the Facility Use Packet to the Athletic Director for Signature and then forward the packet to the Director of Facilities.
6. The Director of Facilities will review and sign the form. Upon the approval of the Director of Facilities, the packet will be forwarded to the District Office.
7. The District Office will review all forms and begin the invoice process if charges apply. The organization will be notified by mail or e-mail. If time sensitive, a phone call will be made. The *original* completed packet will remain in the District Office. Copies will be distributed to the Director of Facilities, Building Principals and Athletic Director via e-mail.
8. Please call the District/Business Office if you have any questions. We will assume that when the form arrives in the District Office your signature guarantees that all is in order.
10. Thank you in advance for your cooperation with this.

## RELEASE OF LIABILITY AND ASSUMPTION OF RISK FOR USE OF DISTRICT FACILITIES

In consideration of the Naples Central School District (“the District”) permitting me to use

the District's facilities located at 136 North Main St, Naples, NY, I,

Name/Location of District Facility

\_\_\_\_\_ (“the Releasor”), on behalf of myself, my heirs and assigns, and

Name

### Village of Naples

Name of Entity or Organization

Village of Naples hereby voluntarily release the District, its employees, officers, directors, Name of Entity or Organization agents, representatives, coaches and volunteers from any and all claims and causes of action of any nature, including, but not limited, to those based on negligence, arising from, or in any manner incident to such use of the District's facilities, and agree that I will not initiate any legal action in any forum against the District, its employees, officers, directors, agents, representatives, coaches and volunteers in connection with such use of the District's facilities.


I understand that by operation of this document, I agree to assume any and all risks and liabilities that may arise during and/or are associated with my use of the District's facilities.

If the District is made a party to any proceeding, action, or arbitration, on any basis arising out of the Releasor's use of the District's facilities, including but not limited to breach of contract, negligence, strict liability, or tort, by any third party, then the Releasor will indemnify and hold the District harmless for all damages, costs, and expenses in connection with such proceeding, action or arbitration, including attorneys' fees, unless it shall be determined that the District was solely negligent or solely at fault.

By my signature below, I acknowledge that I have read, understand and agree to all the terms contained herein.

## Village of Naples

Name of Individual/Organization  
Using District facilities

  
Signature

**Signature**

4/26/2016

Date \_\_\_\_\_

## **RULES AND REGULATIONS FOR USE OF SCHOOL PROPERTY**

Buildings may be used by community groups when not needed for school purposes. In case of conflict, educational considerations shall prevail. Meetings and entertainments shall be non-exclusive and shall be open to the public.

The Board of Education reserves the right to alter or change any or all provisions of this agreement or to cancel it in its entirety at any time. Notice of such action shall be given in writing to the organization concerned.

Only the facilities approved in this agreement are to be used, and they must be used only at the times designated.

In case the person in charge of the event is changed, the organization must report that fact in writing immediately to the authorizing administrator.

Organizations must assume responsibility for keeping order while they are using the facilities.

### **LIABILITY INSURANCE REQUIREMENTS AND RULES:**

Groups or organizations permitted to use school facilities are to provide a minimum of **\$1,000,000** liability insurance with the Naples Central School district named as additional insured, or provide a signed release form from the sponsoring organization; or provide a signed release form from each participant of the group.

An accident resulting in personal injury or property damage must be reported to the Board Representative in charge; if none is available, the report must be made to the building Principal. All reports must be in writing.

All costs resulting from careless use of school property, or damage to school property will be assessed against the person, group, or organization that requested use of the facility. The Board of Education or its authorized representative will determine the cost of repairs or replacement for any damage done.

### **REQUIRED ANNOUNCEMENTS:**

- Fire Exit Locations must be announced to all groups using District Facilities. The following must be announced: **"IN THE EVENT OF A FIRE, THE FIRE ALARM SYSTEM WILL RING, IF YOU HEAR THE ALARM, PLEASE MOVE IN A CALM AND ORDERLY FASHION TO THE NEAREST EXIT."**
- Smoking is prohibited on school grounds at all times. The following must be announced at all events: **"SMOKING IS PROHIBITED THROUGHOUT THE SCHOOL GROUNDS AT ALL TIMES."**
- No alcoholic beverages are allowed. The following must be announced at all events: **"ALL PERSONS FOUND TO BE UNDER THE INFLUENCE OF INTOXICATING DRINK ARE TO BE EXCLUDED FROM THE BUILDING AND GROUNDS"**.

**ADMISSION FEES:** Admission fees may be charged only when the proceeds are to be expended for an educational or charitable purpose. Exceptions are provided by law for veteran organizations and volunteer firemen.

### **OTHER ITEMS:**

- There will be no food or refreshments brought into the auditorium or gymnasium.
- No district costumes, props, sets, lighting, or other equipment is to be used without prior permission. If a public address system is needed, notice must be given to the school at least 2 days in advance of the activity.
- Stage sets may not occupy the stage for more than five consecutive school days; and no more than ten days of rehearsals/performances are permitted on days when school is in session.
- The school's grand piano is not to be moved.
- No one is permitted on gym floors for athletic purposes unless gym shoes or socks are worn.
- All placement of property furnished by renter, or for the renter, must be placed under the supervision and approval of the Superintendent of Buildings. Walls and floors of the building and all other property owned by the School District may not be altered or disfigured, and all work on all equipment must be done under the supervision of the Superintendent of Buildings.
- Organizations are responsible for securing all doors/entrances used for the event/activity upon completion.

## **INTERMUNICIPAL AGREEMENT**

This Agreement, made on 24th day of May, 2016, by and between the **Board of Education of the Naples Central School District** (hereinafter "School District") and the **Village of Naples** (hereinafter "Village").

1. **Objective:** The Village of Naples Recreation Department seeks to use the School District's pool for family and summer swimming programs.
2. **Term:** This Agreement shall commence on May 24, 2016 and terminate on June 30, 2017.
3. **Pool:**
  - 3.1 **Description of the Pool:** The School District shall provide access to its pool and pool facilities, including locker-room for use by the Village during the term of the Agreement ("Pool").
  - 3.2 **Description of the Programs:** The Village will use the Pool for its Open Family Swim Nights and Summer Swimming Program. Both Programs will commence and terminate with the Term of this Agreement.
  - 3.3 **Condition of the Pool:** The Village will maintain the general condition of the Pool in the same or better condition throughout the duration of this Agreement as it is in at the commencement of this Agreement.
  - 3.4 **Access, Hours, and Closing:** The Parties will agree on the terms of Access to the Pool, including method and hours of access and method and responsibility for closing the Pool when not in use. These terms will be annexed to this Agreement as "Schedule A".
4. **Consideration:** In exchange for allowing the Village to use the Pool, the School District will benefit from the Village's provision of summer swimming programs to District students and residents.
5. **Responsibilities of the Village:**
  - 5.1 **Facility USE Packet:** The Village shall complete and file a Facility USE Packet for its use of the Pool. Village shall then abide by all rules and requirements in the Facility USE Packet. The completed Facility Use Packet will be annexed to this Agreement as "Schedule B".
  - 5.2 **Pool Maintenance:** The Village shall be responsible for all costs and actions required for general maintenance of the Pool during Village Program hours during the term of this Agreement.
  - 5.3 **Lifeguards:** The Village shall employ Red Cross certified lifeguards approved by Civil Service and the Village Board. The Village shall be solely responsible for the employment of said lifeguards, including but not limited to compliance with all Federal, State and local employment laws, as well as any negligent acts or

omissions committed by said lifeguards during the term of the Agreement.

**5.4 Insurance:** The Village shall obtain insurance which complies with the requirements of the School District's insurance company. A certificate of insurance shall be provided to the School District on or before June 23, 2016 and attached to this Agreement under Schedule "C".

**5.5 Damage to Pool:**

- A. In the event of intentional damage by a participant(s), every attempt will be made to hold the perpetrators responsible for any costs associated with their decisions and actions.
- B. In the event of a system malfunction due to damage, the Village and School District agree to mutually investigate and determine a fair, equitable resolution.

**5.6 Indemnification:** The Village shall indemnify, defend and hold harmless the School District, its agents and employees, from any and all claims, actions, suits or expenses which arise out of or are in connection with the use of the Pool during the term of the Agreement and/or arise out of or are in connection with any other terms under this Agreement.

The foregoing constitutes the entire Agreement of the parties. Any modifications to this Agreement shall be made in writing and executed by both parties.

**VILLAGE OF NAPLES**



**By: Brian Schenk**

**Title: Mayor**

**Date: 5-24-2016**

**NAPLES CENTRAL SCHOOL DISTRICT**

**By: Margo Ulmer**

**Title: President, Board of Education**

**Date: \_\_\_\_\_**

**Approved by the Naples Board of Education  
on \_\_\_\_\_.**

**SCHEDULE A**

**ACCESS, HOURS, AND CLOSING**

**The following individual will be responsible for pool access and closing:**

**Tracy Gosso - keycard and key holder**

**Mary Katherine Riesenberger - will be authorized to use Mrs. Gosso's key as needed**

**Courtney Gursslin - NCS issued access/key**

**Hours of access shall be up to one half-hour prior to and after the times listed in the Facility Use Request, Schedule B.**

# NAPLES CENTRAL SCHOOL

## FACILITY USE REQUEST

DATE 4/26/2016

1. ORGANIZATION NAME AND ADDRESS Village of Naples

2. FACILITIES REQUESTED pool, tennis courts, High school gym and cafeteria

3. TYPE OF EVENT Summer Recreation Program

4. ADMISSION CHARGE (If applicable) \$12/session/child

5. USE OF FUNDS Supplies & Staff

6. PERSON IN CHARGE AND PHONE # Tracy Gossoo 319-1414

7. DATE(S) OF EVENT June 27 2016-August 5 2016

HOURS OF EVENT 8am-4pm

SPECIAL NEEDS (Materials, equipment, etc.) Staff Use 2 days prior/after prep & clean - up

NAME OF LIFEGUARD (IF POOL IS INVOLVED @ \$12/HR/Lifeguard) tbd

Lifeguards must be on the Board of Education Approved list. Contact Athletic Director, Chad Hunt, for Details.

8. COST FOR FACILITY USE (\$20/HR/Staff) = \_\_\_\_\_

Charges apply when no staff will be in the buildings.

4/26/2016

  
Signature of Organization Representative

Date

**PLEASE RETURN TO THE BUILDING PRINCIPAL UPON COMPLETING THE ABOVE INFORMATION.**

### Business Office Use Only:

Facility Charges \_\_\_\_\_

Lifeguard Charges \_\_\_\_\_

Amount Invoiced: \_\_\_\_\_

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

1 copy to Organization

1 copy to Building Principal

1 copy to Athletic Director

1 copy to Director of Facilities

Original to Business Office

\_\_\_\_\_  
Signature of Building Principal Date

\_\_\_\_\_  
Signature of Athletic Director Date

\_\_\_\_\_  
Signature of Director of Facilities Date

**Revised 12-10-15**

# NAPLES CENTRAL SCHOOL

## FACILITY USE REQUEST

DATE 4/26/2016

1. ORGANIZATION NAME AND ADDRESS Village of Naples

2. FACILITIES REQUESTED Pool Area

3. TYPE OF EVENT Family Swim

4. ADMISSION CHARGE (If applicable) \$2 per person

5. USE OF FUNDS Lifeguards and Administrative Costs

6. PERSON IN CHARGE AND PHONE # Tracy Gossoo 319-1414

7. DATE(S) OF EVENT 1st and 3rd Friday of each Month

HOURS OF EVENT 6-8pm

SPECIAL NEEDS (Materials, equipment, etc.) none

NAME OF LIFEGUARD (IF POOL IS INVOLVED @ \$12/HR/Lifeguard) tbd

Lifeguards must be on the Board of Education Approved list. Contact Athletic Director, Chad Hunt, for Details.

8. COST FOR FACILITY USE (\$20/HR/Staff) = \_\_\_\_\_

Charges apply when no staff will be in the buildings.

4/26/2016

  
Signature of Organization Representative

Date

**PLEASE RETURN TO THE BUILDING PRINCIPAL UPON COMPLETING THE ABOVE INFORMATION.**

### Business Office Use Only:

Facility Charges \_\_\_\_\_

Lifeguard Charges \_\_\_\_\_

Amount Invoiced: \_\_\_\_\_

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

1 copy to Organization

1 copy to Building Principal

1 copy to Athletic Director

1 copy to Director of Facilities

Original to Business Office

\_\_\_\_\_  
Signature of Building Principal Date

\_\_\_\_\_  
Signature of Athletic Director Date

\_\_\_\_\_  
Signature of Director of Facilities Date

**Revised 12-10-15**


In consideration of the Naples Central School District ("the District") permitting me to use

Name/Location of District Facility

Name \_\_\_\_\_

### Village of Naples

Name of Entity or Organization

  
Signature

4/26/2016

Revised 01-31-11



SUNY College of Technology

10 Upper College Drive  
Alfred, New York 14802

Center for Community  
Education and Training  
(607) 587-4015  
FAX: (607) 587-3295

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
ALFRED STATE COLLEGE  
STATE UNIVERSITY OF NEW YORK**

**AND**

**NAPLES CENTRAL SCHOOL**

This is a memorandum of Understanding (hereinafter referred to as an "MOU") by and between Alfred State College (hereinafter referred to "ASC") and the Naples Central School District (hereinafter referred to as the "District").

**WHEREAS**, each semester, certain high school students in the District wish to avail themselves of college courses offered by ASC; and

**WHEREAS**, ASC wishes to fulfill this request;

**NOW, IT IS MUTUALLY AGREED AS FOLLOWS:**

1. In the college semester, **fall 2016**;
2. The following course will be offered:  
MATH 1033 College Algebra 3 credit hours Biggs
  - The courses will be taught at the District between the dates of September 12, 2016 – January 20, 2017.
3. The District will pay ASC Student Accounts program fees of:
  - a. \$50.00 per credit hour per student
  - b. \$10.00 non-refundable transcript fee per student, per semester
  - c. the full amount invoiced being due October 21, 2016

**IT IS FURTHER AGREED:**

1. Students, instructors, and guidance personnel must comply with ASC's high school calendar and Academic Regulations including those for course add/drop, withdrawal from college or leave of absence, and grading. Academic Regulations and the high school calendar can be found at:  
<http://www.alfredstate.edu/continuing-education/collaborative-high-school-program>
2. Students, instructors, and guidance personnel will notify the Center for Community Education & Training of any add/drop and withdrawal/leave of absence, per academic regulations and policies/procedures.

This MOU is for the period from September 8, 2016 – January 27, 2017.

**ALFRED STATE COLLEGE**

By: Valerie B. Nixon  
Valerie B. Nixon  
Executive Vice President

Date: 5/12/16

**NAPLES CENTRAL SCHOOL DISTRICT**

By: \_\_\_\_\_

Date: \_\_\_\_\_

Superintendent