

**MOUNT PLEASANT COTTAGE SCHOOL
UNION FREE SCHOOL DISTRICT
1075 BROADWAY, P.O. BOX 8
PLEASANTVILLE, NEW YORK 10570**

**REGULAR MEETING OF THE BOARD OF EDUCATION
TUESDAY, SEPTEMBER 15, 2020 – 7:30 P.M. (RESCHEDULED DATE & TIME)**

PARTICIPANTS WILL JOIN THE MEETING VIA AN ONLINE MEETING APPLICATION

AGENDA ITEM

AMENDED

1. CALL TO ORDER

2. ROLL CALL

3. CORRESPONDENCE

Andrea Aitken, Claims Auditor submitted audit reports on claims paid by the District between June 4, 2020 through June 30, 2020 and for claims paid by the District between July 10, 2020 through July 28, 2020.
(Enclosure #1A and #1B)

4. APPROVAL OF MINUTES

Recommended Motion: “RESOLVED, that the Board of Education approve the minutes of the September 1, 2020 Special Board of Education Meeting as presented.”
(Enclosure #2)

Recommended Motion: “RESOLVED, that the Board of Education approve the minutes of the July 27, 2020 Special Board of Education Meeting as presented.”
(Enclosure #3)

Recommended Motion: “RESOLVED, that the Board of Education approve the minutes of the July 16, 2020 Special Board of Education Meeting as presented.”
(Enclosure #4)

Recommended Motion: “RESOLVED, that the Board of Education approve the minutes of the July 7, 2020 Special Board of Education Meeting as presented.”
(Enclosure #5)

5. **SUPERINTENDENT’S REPORT**

- Introduction of new teachers
- Reopening Update – Superintendent Beovich, Ms. Harris, Ms. Leamon
- Census Report – Angelo Rubbo (Enclosure #6A and #6B)

6. **POLICY FIRST READING**

Recommended Motion: “RESOLVED, that the Board of Education conduct a second reading and adoption of Policy #3520 – Extraordinary Circumstances.”

(Enclosure #7)

Recommended Motion: “RESOLVED, that the Board of Education conduct a second reading and adoption of Policy #6570 – Remote Working.”

(Enclosure #8)

Recommended Motion: “RESOLVED, that the Board of Education conduct a second reading and adoption of Policy #7150 – Remote Learning.”

(Enclosure #9)

7. **BUSINESS MATTERS**

(Consent Agenda may include items 7A – 7F)

A. Treasurer’s Report

1. Recommended Motion: “RESOLVED, that the Treasurer’s Report General Fund Checking, Trust and Agency Account and Federal Fund Checking Account for the period of June 1, 2020 – June 30, 2020 be accepted.”

(Enclosure #10)

2. Recommended Motion: “RESOLVED, that the check runs for June 1, 2020 – June 30, 2020 be accepted as recommended by the subcommittee from:

#55001 - #55164 - \$552,828.71”

3. Recommended Motion: “RESOLVED, that the Treasurer’s Report General Fund Checking, Trust and Agency Account and Federal Fund Checking Account for the period of July 1, 2020 – July 31, 2020 be accepted.”

(Enclosure #11)

4. Recommended Motion: “RESOLVED, that the check runs for July 1, 2020 – July 31, 2020 be accepted as recommended by the subcommittee from:

#55165 - #55234 - \$499,419.01”

B. Budget Transfers

1. Recommended Motion: “RESOLVED, that the Board of Education approves the following budget transfers for the 2019-2020 school year.”

Budget Transfer for June 2020				
Date	Account	Detail Description	Transfer Out	Transfer In
06/30/2020	A 2110.200-00-1000	Equip - MPCS	0.00	2,500.00
06/30/2020	A 2110.442-00-0000	contract services	2,500.00	0.00
06/30/2020	A 2822.150-00-0000	Speech Therapist	1,800.00	0.00
06/30/2020	A 2822.442-00-0000	Social Worker - Contracted Services	0.00	1,800.00
06/30/2020	A 1010.410-00-0000	Legal Services	35,096.00	0.00
06/30/2020	A 1010.490-00-0000	BOCES	0.00	300.00
06/30/2020	A 1040.442-00-0000	Professional Services	12,195.00	0.00
06/30/2020	A 1310.490-00-0000	BOCES	0.00	680.00
06/30/2020	A 1312.442-00-0000	Bus Office Contracted Services	2,529.00	0.00
06/30/2020	A 2020.490-00-0000	BOCES	0.00	3,400.00
06/30/2020	A 2070.490-00-0000	BOCES	0.00	120.00
06/30/2020	A 2630.490-00-0000	BOCES	0.00	45,320.00
06/30/2020	A 9060.800-00-0000	Medical Insurance	41,000.00	0.00
06/30/2020	A 9089.800-00-0000	Sick Time Buyout	0.00	41,000.00
06/30/2020	A 1620.422-00-0000	Facilities Utilities	34,650.00	0.00
06/30/2020	A 1620.442-00-0000	Facilities Contract Services	0.00	34,650.00
06/30/2020	A 1240.160-00-0000	Sal non-instructional	0.00	4,441.00
06/30/2020	A 1310.150-00-0000	Sal instructional	0.00	5,000.00
06/30/2020	A 1310.160-00-0000	Sal non-instruc	0.00	7,697.00
06/30/2020	A 1620.160-00-0000	Sal contract	0.00	5,539.00
06/30/2020	A 1620.162-00-0000	Facilities PT	1,787.00	0.00
06/30/2020	A 2020.150-00-0000	Sal instructional	0.00	14,980.00
06/30/2020	A 2020.160-00-0000	Sal Non-Instructional	2,446.00	0.00
06/30/2020	A 2020.442-00-0000	Curr Contracted Services	11,733.00	0.00
06/30/2020	A 2110.120-00-0000	Teacher Sal	16,198.00	0.00
06/30/2020	A 2110.121-00-0000	Teacher Asst Sal	3,091.00	0.00
06/30/2020	A 2110.130-00-0000	Teacher Sal Eden	5,704.00	0.00
06/30/2020	A 2110.131-00-0000	Teacher Asst Eden	20,207.00	0.00
06/30/2020	A 2110.135-00-0000	Teacher turnover grant	0.00	37,918.00
06/30/2020	A 2110.140-00-0000	Sub Sal	0.00	2,538.00

Budget Transfer for June 2020				
Date	Account	Detail Description	Transfer Out	Transfer In
06/30/2020	A 2110.141-00-0000	After School Sal	6,763.00	0.00
06/30/2020	A 2110.142-00-0000	Student Safety	4,076.00	0.00
06/30/2020	A 2110.161-00-1000	Teacher Aid	11,695.00	0.00
06/30/2020	A 2110.161-00-1300	Teacher Aide	8,047.00	0.00
06/30/2020	A 2630.150-00-0000	Sal non-instructional	0.00	1,268.00
06/30/2020	A 2815.160-00-0000	school nurse	0.00	831.00
06/30/2020	A 2820.150-00-0000	Psychologist	1,420.00	0.00
06/30/2020	A 2822.150-00-0000	Speech Teacher	4,596.00	0.00
06/30/2020	A 5510.160-00-0000	Transportation PT Sal	924.00	0.00
06/30/2020	A 5510.160-00-1000	Transportation Sal	3,969.06	0.00
06/30/2020	A 5510.161-00-0000	Transportation OT Sal	1,500.00	0.00
06/30/2020	A 9089.802-00-0000	vac buyout	0.00	23,944.06
06/30/2020	A 1620.420-00-0000	Telephone	0.00	1,325.00
06/30/2020	A 2110.442-00-0000	Contract Services	10,290.00	0.00
06/30/2020	A 2110.470-00-0000	Tuition	0.00	4,620.00
06/30/2020	A 2630.490-00-0000	Tech -BOCES	0.00	4,345.00
06/30/2020	A 1620.442-00-0000	Facilities Contract Services	0.00	51,400.00
06/30/2020	A 2020.150-00-0000	Salary Admin	0.00	58,881.00
06/30/2020	A 2020.160-00-0000	Salary Admin non-instructional	0.00	400.00
06/30/2020	A 2110.120-00-0000	Teacher Salary MPCS	0.00	131,190.00
06/30/2020	A 2110.161-00-1000	Teacher Aid-MPCS	53,000.00	0.00
06/30/2020	A 2110.161-00-1300	Teacher Aid-Eden	57,000.00	0.00
06/30/2020	A 2330.121-00-2820	Salary Psychologist summer	41,000.00	0.00
06/30/2020	A 2330.150-00-1300	Salary summer Eden	57,000.00	0.00
06/30/2020	A 9060.800-00-0000	Medical	33,871.00	0.00
06/30/2020	A 2110.451-01-1700	Instructional supplies technology	2,200.00	0.00
06/30/2020	A 2630.460-00-0000	Technology software	1,900.00	0.00
06/30/2020	A 2630.490-00-0000	Technology BOCES	0.00	4,100.00
06/30/2020	A 2110.451-01-1700	Instructional - Technology	2,400.00	0.00
06/30/2020	A 2630.490-00-0000	BOCES Technology	0.00	2,400.00
06/30/2020	A 2815.400-00-0000	Nurse Code - Contract	0.00	100.00
06/30/2020	A 2815.450-00-0000	Nurse Code - Supplies	100.00	0.00

2. Recommended Motion: “RESOLVED, that the Board of Education approves the following budget transfers for the 2020-2021 school year.”

Budget Transfer for July 2020				
Date	Account	Detail Description	Transfer Out	Transfer In
07/24/2020	A 2110.442-00-0000	Contract Services Safety	0.00	7,000.00
07/24/2020	A 2110.451-00-1800	PCS Culinary Arts	3,500.00	0.00
07/24/2020	A 2110.451-01-1800	Eden Culinary Arts	3,500.00	0.00

C. Settlement Agreement

Recommended Motion: “RESOLVED, that the Board of Education authorizes the Superintendent of Schools to execute the Settlement Agreement and Release settling the action in the United States District Court for the Southern District of New York in Civil Action No. 7:19-CV-5247 (KMK) and for the School District to act in accordance with its terms. (Enclosure #12)

D. Contracts

1. Recommended Motion: “RESOLVED that the Board of Education approve a Letter of Agreement with The Leahy Company, Inc. for Workers’ Compensation Insurance Premium Recovery Service.” (Enclosure #13)

2. Recommended Motion: “RESOLVED, that the Board of Education approve the purchase of 100 Chromebook’s and related licenses from CDW-G in the amount of \$29,781.00 and authorizes the Superintendent or designee to execute any agreement related to the quote.” (Enclosure #14)

3. Recommended Motion: “RESOLVED, that the Board of Education approve a School Age Reimbursement Agreement with the Middletown School District.” (Enclosure #15)

4. Recommended Motion: “RESOLVED, that the Board of Education approve a Provider Agreement with the New York State Department of Health.” (Enclosure #16)

5. Recommended Motion: “RESOLVED, that the Board of Education approves a revised agreement with Stephanie Cappello for Occupational Therapy Services for the period of July 1, 2020 – June 30, 2021. This agreement replaces the agreement previously approved at the June 15, 2020 Board of Education Meeting.” (Enclosure #17)

6. Recommended Motion: “RESOLVED, that the Board of Education does hereby accept the Form AS-7 contract for final 2019-2020 expenditures by Mount Pleasant Cottage School UFSD with BOCES in the amount of \$664,892.80. (Enclosure #18)

7. Recommended Motion: “RESOLVED, that the Board of Education approves a Cross Contract with Putnam Northern Westchester BOCES for an Employee Assistance Program at a fee not to exceed \$3,570.”
(Enclosure #23)

E. Authorization to Hire Staff

Recommended Motion: “RESOLVED, that the Board of Education hereby grants authority to the Superintendent of Schools, to hire Teacher Aides, in times of imminent need, prior to formal approval by the Board of Education. It is understood by the Board and the Superintendent that this authorization is to be used to ensure employment of qualified candidates, as recommended by the Superintendent, and all appointments are subject to confirmation by the Board at the next regularly scheduled Board of Education meeting.”

8. PERSONNEL MATTERS

(Consent Agenda may include items 8A – 8G)

A. Abolishment of Position

Recommended Motion: “WHEREAS, the Board of Education for reasons of economy and efficiency has determined that it is appropriate to abolish a pedagogical position in the District; THEREFORE, BE IT RESOLVED, that the Board of Education hereby abolishes the following position, effective close of business on September 15, 2020:

1.0 FTE Cosmetology Teacher

BE IT FURTHER RESOLVED, that the Board Clerk is hereby directed to provide written notice to the employee whose position is hereby abolished in accordance with the provisions of Section 3013 of the Education Law, Part 30 of the Regents Rules of the termination of the employee's employment effective close of business on September 15, 2020; and

BE IT FURTHER RESOLVED, that said employee who is entitled to Part 30 bumping rights shall be notified, in writing, of their right to a position in a previous tenure area of service and of their placement on a preferred eligibility list in the tenure area of their employment regarding their statutory recall rights; and

BE IT FURTHER RESOLVED, that said employee who is not entitled to Part 30 bumping rights shall be notified, in writing, of their placement on a preferred eligibility list in the tenure area of their employment regarding their statutory recall rights.”

B. Supplemental Memorandum of Agreement

Recommended Motion: “RESOLVED, that the Board of Education hereby approves the Supplemental Memorandum of Agreement between the Mount Pleasant Cottage School Union Free School District and the Mount Pleasant Cottage School Association of Teachers dated September 14, 2020.”

(Enclosure #21)

C. Appointment of Long-Term Substitute Teachers

Recommended Motion: “RESOLVED, that the Board of Education appoints the following Long-Term Substitute Teachers:

Name	Building	Annual Salary	Effective Date
Andrea Hepkins	MPCS	\$66,438 (pro-rated)	09-03-2020
Vanessa Bagby	MPCS	\$89,791 (pro-rated)	09-16-2020”

(Enclosure #19)

D. Correction to prior Appointment of Long-Term Substitute Teacher

Recommended Motion: “RESOLVED, that the Board of Education amends the appointment approved at the September 1, 2020 Board of Education meeting of Aida Fernandez as a .72 FTE Long-term substitute for English as a Second Language to a start date of September 3, 2020 from the start date of September 8, 2020 and includes the prorated salary of \$57,284.”

E. Appointments of After School Personnel

Recommended Motion: “RESOLVED, that the Board of Education approves the following appointments for the After-School Program at a rate of \$40.00 per hour effective September 15, 2020 – June 30, 2021.”

Name	
Brent Bair	Tivon Smith
Greg Bell	Michelle Thompson
Tonya Lee	Palmira Torres
Michael Pompa	Denise White

F. Appointments for Cottage Stipend

Recommended Motion: “RESOLVED, that the Board of Education approves a \$60.00 per day stipend for the following employees when working on site in the JCCA cottage buildings during the 2020-2021 school year:

MPCS Employees
Vanessa Bernard-Mays
Terry Strothers

G. Civil Service Resignation

Recommended Motion: “RESOLVED, that the Board of Education accepts the following resignation:

Name	Position	Building	Effective Date
Cabria Gainey	Teacher Aide	Edenwald	09-04-2020
Maya Lee	Teacher Aide	Edenwald	09-16-2020
Shamella Parker	Teacher Aide	MPCS	08-21-2020”

(Enclosure #20)

9. COMMITTEE ON SPECIAL EDUCATION

Recommended Motion: “RESOLVED, that the Board of Education approves the recommendations of the Mount Pleasant Cottage School District’s Committee on Special Education as recommended and presented by the subcommittee.”

10. PUBLIC COMMENT**11. MEETING NOTIFICATION**

The next scheduled meeting of the Board of Education will be held on Monday, October 19, 2020 at 7:30 PM in the Mount Pleasant Cottage School at a location to be determined or via an online meeting application.

12. PROPOSED EXECUTIVE SESSION

Recommended Motion: “RESOLVED, that the Board of Education adjourn to Executive Session to discuss the employment history of a particular person or persons and to discuss legal matters.”

13. RECONVENE TO PUBLIC SESSION

Recommended Motion: “RESOLVED, that the Board of Education reconvene to Public Session.”

14. ADJOURNMENT

POLICY

2020

3520

Community Relations

SUBJECT: EXTRAORDINARY CIRCUMSTANCES

The District considers the safety of its students and staff to be of the utmost importance and is acutely aware that extraordinary circumstances such as widespread illness, natural disaster, or other emergency situation may make District premises unsafe or otherwise interrupt the District's ability to effectively operate.

In these circumstances, the District will follow its previously developed policies, procedures, and plans including, but not limited to, the District-wide school safety plan and building-level emergency response plan(s). To the extent that any District policy, procedure, or plan is in any way inconsistent with or conflicts with federal, state, or county law, regulation, or executive order released for the purpose of addressing the extraordinary circumstance, the federal, state, or county law, regulation, or executive order will govern. Additionally, the Board may adopt resolutions or take other actions as needed to respond to changes in federal, state, or county law, regulation, or executive order to provide further direction during an extraordinary circumstance.

Adoption Date

SUBJECT: REMOTE WORKING

Generally, the District believes that its goals and objectives are best served when employees work in-person on District premises. However, the District recognizes that, in certain circumstances, remote working or telecommuting may be advantageous to both the employee and the District. It may also be necessary in the event of an extraordinary circumstance such as widespread illness, natural disaster, or other emergency situation.

When making decisions about remote working, the District will take into consideration any applicable laws, regulations, collective bargaining agreements, or existing policies and procedures. This policy will be superseded by any conflicting law, regulation, or collective bargaining agreement.

Remote Working Arrangements

Remote working is not an entitlement or a District-wide benefit. The ability to work remotely is completely at the discretion of the District. Except where specifically provided by an applicable collective bargaining agreement, employees will not be permitted to file a grievance as a result of a denial of their request to work remotely.

Upon request, an employee's supervisor, in conjunction with the Superintendent or designee, may grant an employee a full-time, part-time, or short-term remote work arrangement provided that the employee's work is able to be performed remotely and the employee has consistently demonstrated the ability to effectively work independently.

Extraordinary Circumstances

In the event of an extraordinary circumstance such as widespread illness, natural disaster, or other emergency situation, it may be necessary to establish remote working arrangements for some or all employees. In these circumstances, the District will notify employees of whether they are expected to work at home full-time, part-time, or not at all. The District retains the right to change the remote working arrangement for any employee at any time.

Continuity of Work

Unless specifically agreed upon, working remotely will not alter an employee's work schedule, job duties, compensation, benefits, or any other term and condition of employment. Further, while working remotely, employees will be required to remain available during their normal workhours via email, phone, or other means. Failure to respond in a reasonable time frame may result in discipline and/or termination of the remote work arrangement.

Compliance with District Policies and Procedures

District employees who are working remotely are required to comply with any and all applicable District policies, procedures, and other related documents as they normally would if they were working

(Continued)

POLICY

2020

6570
2 of 2

Personnel

SUBJECT: REMOTE WORKING* (Cont'd.)

on District premises. Examples include, but are not limited to, the District's policies and procedures on non-discrimination and anti-harassment, protecting the personal information of District employees and students, acceptable use, and copyright. Engaging in prohibited conduct may result in disciplinary action as warranted.

Adoption Date

POLICY

2020

7150
1 of 2

Students

SUBJECT: REMOTE LEARNING

Use of Remote Learning in the District

The District may offer remote or distance learning to students at certain times including, but not limited to, independent study, enrichment courses, and in the event of an extraordinary circumstance such as widespread illness, natural disaster, or other emergency situation.

When making decisions about remote learning, the District will consult with students, parents, teachers, administrators, community members, and other stakeholders as appropriate. The District will also ensure that it is complying with applicable teaching and learning requirements.

Extraordinary Circumstances

In the event of an extraordinary circumstance that requires long-term and widespread use of remote learning, a plan will be developed that outlines how the District will accomplish remote learning. This plan will outline the number of students involved, modes of remote learning, asynchronous and synchronous learning opportunities, internet and device access among students, and alternatives available for students who have neither a device nor consistent access. It will also address the needs of different populations of students including, but not limited to, vulnerable students, younger students, students with disabilities, and English language learners.

If warranted, the District may use a hybrid model of in-person instruction and remote learning.

Formats and Methods of Remote Learning

Remote learning may be delivered by teachers through a variety of formats and methods. Instruction may be provided through video, audio, and/or written materials. Communication between teachers and students may occur through video conferencing, prerecorded videos, online discussion boards, and/or other instruction that relies on technology. Remote learning can occur synchronously, which involves real-time interaction and collaboration between teachers and students, or asynchronously, which involves delayed interactions between teachers and students and self-directed learning.

Determinations about how to best deliver remote learning will take into account a variety of factors including, but not limited to, the number of students involved, the subject matter, the students' grade levels, and technological resources of both the District and students. Consideration will also be given to whether accommodations need to be made for students with disabilities or English language learners.

Remote Learning Support

As necessary, the District will provide instruction on using remote learning technology and IT support for students, teachers, and families. The District will also work to ensure that teachers and administrators are provided with professional development opportunities related to designing an effective remote learning experience.

(Continued)

POLICY

2020

7150

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Students

SUBJECT: REMOTE LEARNING* (Cont'd.)

Compliance with District Policies, Procedures, and the Code of Conduct

Teachers and students are required to comply with any and all applicable District policies, procedures, and other related documents as they normally would for in-person instruction. Examples include, but are not limited to, the District's policies and procedures on non-discrimination and anti-harassment, acceptable use, and copyright. Students will also be required to abide by the rules contained within the Code of Conduct at all times while engaged in remote learning. Violations of the Code of Conduct and/or engaging in prohibited conduct may result in disciplinary action as warranted.

Privacy and Security of Student and Teacher Data

In compliance with law, regulation, and District policy, the District will take measures to protect the personal information of students and teachers from unauthorized access when using remote learning technologies. Examples of these measures include, but are not limited to, minimizing the amount of data shared to only that which is necessary, deidentifying data, and the use of encryption or an equivalent technical control that renders personally identifiable information unusable, unreadable, or indecipherable to unauthorized persons when transmitted electronically.

Adoption Date