

**KESHEQUA CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
REORGANIZATION MEETING**

**JULY 7, 2005**

**6:00 p.m.**

**MS/HS BOARDROOM  
13 MILL STREET, NUNDA**

**UNAPPROVED MINUTES**

1. Call to Order – District Clerk at **6:07 p.m.**

**Attendance: Lyle Tallman, Terry Lowell, Lori Gray, John Gordinier, Kevin Whiteman, Patricia Kreuzer, Theron Foote**

**Absent: Brandi Kelly**

**Also in attendance: Lucinda Miner, Christine Antalek, Mark Mattle, Doris Marsh, Marilyn Capawan, Craig Benson**

2. Pledge to the Flag
3. Oaths of Office
  - a. Lyle Tallman, Board of Education Member
  - b. **Omitted** - Brandi Kelly, Ex-Officio Student Board of Education Member
4. Election of Officers
  - a. President

**Moved by T. Lowell, second by L. Gray to nominate K. Whiteman as Board of Education President**

**Moved by K. Whiteman, second by J. Gordinier to enter Executive Session for discussion of personnel at 6:09 p.m.**

**Motion carried: 5 Ayes, 1 Nay (P. Kreuzer), 1 Abstention (T. Foote)**

**B. Kelly enters meeting(Not Executive Session) at 6:25 p.m.**

**Moved by K. Whiteman, second by J. Gordinier to exit Executive Session at 7:03 p.m.**

**Motion carried: 7 Ayes, 0 Nays, 0 Abstentions**

**Motion to elect K. Whiteman as Board of Education President carried:  
6 Ayes, 0 Nays, 1 Abstention (K. Whiteman)**

**K. Whiteman continues meeting:**

b. Vice-President

**Moved by L. Gray, second by P. Kreuzer to elect T. Lowell as Board of  
Education Vice-President**

**Moved by J. Gordinier, second by P. Kreuzer to close nominations for  
Vice President**

**Motion carried: 7 Ayes, 0 Nays, 0 Abstentions**

**Motion to elect T. Lowell as Board of Education Vice-President carried:  
6 Ayes, 0 Nays, 1 Abstention (T. Lowell)**

c. Oath to President, Vice-President, and Brandi Kelly as Ex-Officio  
Student Board of Education Member

5. Approval of July 7, 2005 Agenda

a. Additions and Deletions

**Moved by T. Lowell, second by J. Gordinier**

**RESOLUTION**

Be it resolved that the Board of Education, upon the recommendation of the Superintendent and pursuant to Education Law, approves the agenda of July 7, 2005 with the following amendments to the agenda: **Moved by J. Gordinier, to amend appointments as indicated: Clerk of the Board of Education pay at \$3,409.00 and title change for Internal Audit Function/Claims Auditor. Moved by T. Lowell to include Board of Education Member's Names to Agenda Item 6a and 6e. Moved by L. Gray separate Agenda Item 7b from the Additional Appointments Consent Items, and separate Agenda Item 18b from the Consent Action Items.**

**Motion carried: 7 Ayes, 0 Nays, 0 Abstentions**

6. Appointment of Officers

**Moved by T. Lowell, second by J. Gordinier**

**RESOLUTION**

Be it resolved that the following officers are appointed for the 2005-2006 school year at the rate of pay indicated:

- a. Clerk of the Board of Education – Peggy Huffman at **\$3,409.00**
- b. District Treasurer – Tina Button at \$37,956.59
- c. Deputy Treasurer – Michele Starr
- d. Tax Collector – Brenda Simmons
- e. **Internal Audit Function/Claims Auditor** – St. John & Baldwin at \$5,000
- f. Oath of Office to Officers

**Motion carried: 6 Ayes, 1 Nay (P. Kreuzer), 0 Abstentions**

7. Additional Appointments

**Moved by T. Lowell, second by L. Gray to approve Agenda Items 7a and c-w  
RESOLUTION**

Be it resolved that the following individuals are appointed for the 2005-2006 school year at the rate of pay indicated:

- a. School Physician – Dr. Norman Wettereau
- b. **Removed from consent approval**
- c. Census Enumerator – Brenda Weaver at \$2,686.00
- d. Central Treasurer – Extra Classroom Activity Account – Tina Button
- e. Independent Auditor – Raymond F. Wager, CPA, P.C. at \$13,250.00 plus additional per hour rates as needed.
- f. Records Access Officer – Dominic Aloisio
- g. Purchasing Agent - Dominic Aloisio
- h. Alternate Purchasing Agent – Lucinda Miner
- i. Asbestos Designee: AHERA – Arthur Alexander
- j. Pesticide Officer – Arthur Alexander
- k. Chemical Hygiene Officer – Heather Pero
- l. Insurance Agency – Kemp Agency, Inc.
- m. Fiscal Advisor – Bernard P. Donegan Inc.
- n. Designated Educational Official – Lucinda Miner
- o. Title IX Coordinator – Debra Baxter
- p. Section 504 Compliance Officer – Debra Baxter
- q. Section 504 Coordinators - Craig Benson, Deb Beaumont, Annette Prince
- r. Substitute Caller – Michele Starr at \$2,412.00
- s. GVSBA Representative – **John Gordinier**
- t. GVSBA Alternate Representative – **Lori Gray**
- u. District Security Officer – James Mann at \$12.50 per hour
- v. Committee on Special Education –
  - 1. Chairperson – Craig Benson, Director of Special Education
  - 2. School Psychologist, Dalton – Treva Walker
  - 3. School Psychologist, Nunda – TBD
  - 4. Secretary – Jill Faulkner
  - 5. Parent – Cindy Maksymiw
- w. Committee on Preschool Special Education -

1. Chairperson – Craig Benson, Director of Special Education
2. Livingston County Representatives – Jim Brunner
3. Secretary – Jill Faulkner

**Motion carried: 4 Ayes, 3 Nays (P. Kreuzer, T. Foote, T. Lowell),  
0 Abstentions**

**Moved by L. gray, second by J. Gordinier to appoint  
School Attorney –**

1. David Lippitt at \$120.00 per hour
2. David Morris

**Motion carried: 5 Ayes, 2 Nays (L. Gray, P. Kreuzer), 0 Abstentions**

## 8. Designations

**Moved by J. Gordinier, second by L. Tallman**

### **RESOLUTION**

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools designates the following items for the 2005-2006 school year as indicated:

- a. Official Bank Depositories –
  1. J.P. Morgan Chase Bank
  2. Wyoming County Bank
  3. M & T Bank
  4. Bank of Castile
- b. Regular Meetings – Attachment 8.b.
- c. Official Newspapers –
  1. Hornell Tribune (Daily paper)
  2. Genesee Country Express (Weekly paper)

**Motion carried: 5 Ayes, 1 Nay (P. Kreuzer), 1 Abstention (T. Lowell)**

## 9. Authorizations

**Moved by L. Gray, second by J. Gordinier**

### **RESOLUTION**

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools approves the following authorizations for the 2005-2006 school year as indicated:

- a. Certifier of Payroll – Dominic Aloisio
- b. Superintendent to authorize conferences, conventions, workshops for staff.
- c. Petty Cash Dispensers –
  1. Kim Flint, Cafeteria: \$100.00
  2. Brenda Weaver, Elementary Building: \$100.00

3. Peggy Huffman, MS/HS Building \$100.00
4. Craig Veley, Athletic Director, Sectional Cash Box \$200.00
- d. Designation of signatures on checks –
  1. Tina Button, District Treasurer
  2. Michele Starr, Deputy Treasurer
- e. Budget Transfers by Superintendent up to \$5,000
- f. Superintendent to apply for grants in aid (State and Federal)
- g. Business Administrator to invest funds
- h. Business Administrator to transfer funds between banks
- i. Business Administrator to approve Cooperative Bidding
- j. Principals to suspend students
  1. Marilyn Capawan, Elementary Principal
  2. Doris Marsh, Middle School Principal
  3. Mark Mattle, High School Principal
- k. Superintendent to vote on BOCES costs and services
- l. Superintendent to adjust school calendar
- m. BOE President to appoint Impartial Hearing Officers
- n. BOE President to authorize BOE conference attendance
- o. School Attendance Officers:
  - Erin Mann
  - Elementary Nurse

**Motion carried: 6 Ayes, 1 Nay (P. Kreuzer), 0 Abstentions**

#### 10. Bonding of Officers

**Moved by T. Lowell, second by J. Gordinier**

#### **RESOLUTION**

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools approves the bonding of the following officers for the 2005-2006 school year as indicated:

- a. District Treasurer at \$1,100,000
- b. Deputy Treasurer at \$1,100,000
- c. District Tax Collector at \$1,100,000
- d. Central Treasurer Activity Funds at \$250,000
- e. Superintendent of Schools at \$500,000
- f. School Business Administrator at \$500,000
- g. Payroll Supervisor at \$500,000
- h. Account Clerk/Typist at \$250,000
- i. Internal Auditor - \$250,000
- j. Blanket Bond (All Employees) at \$100,000

**Motion carried: 6 Ayes, 1 Nay (P. Kreuzer), 0 Abstentions**

11. Other Items

**Moved by J. Gordinier, second by T. Lowell**

**Moved by L. Gray, second by J. Gordinier to add Laborer to Substitute List at \$8.50 per hour**

**Motion carried: 7 Ayes, 0 Nays, 0 Abstentions**

**RESOLUTION**

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools approves the following items for the 2005-2006 school year as indicated:

- a. Readopt all Board Policies and Code of Ethics in effect during 2004-2005
- b. Mileage Reimbursement Rate at \$ .40.5 per mile
- c. Keshequa Central School as a Mass Care Shelter for Red Cross
- d. Rates of Pay
  1. Election Inspector - \$125.00 per day
  2. Election Clerk - \$100.00 per day
  3. Tutorial Services - \$16.00 per hour
- e. Substitute Pay
  1. Uncertified Teacher - \$65.00 per day
  2. Certified Teacher - \$70.00 per day
  3. Nurse - \$65.00 per day
  4. Teaching Assistant - \$9.00 per hour
  5. Teachers' Aides - \$8.00 per hour
  6. Bus Monitor \$8.00 per hour
  7. Bus Driver (Regular Route) - \$15.97 per hour
  8. Bus Driver (Retired after 10 years with no lapse in time) - \$19.14 per hour
  9. Clerical - \$6.75 per hour
  10. Cleaner - \$6.75 per hour
  11. Food Service Helper - \$6.75 per hour
  12. **Laborer - \$8.50 per hour**
- f. School Meal Prices
  - Elementary Building
    1. Breakfast - \$1.10
    2. Lunch - \$1.50
    3. Pretzel - \$.60
    4. Milk - \$.35
    5. Adult meal – 3.00 plus tax
  - MS/HS Building
    1. Breakfast - \$1.10
    2. Lunch - \$1.60
    3. Pretzel - \$1.00

4. Pretzel with cheese - \$.1.25
5. Milk - \$.35
6. Adult Breakfast - \$1.62 (incl. tax)
7. Adult meal - \$3.00 plus tax

g. BOE meeting curfew will be 10:00 p.m. or three hours after meeting is called to order.

**Motion carried: 6 Ayes 1 Nay (P. Kreuzer) 0 Abstentions**

12. Community Forum

13. Presentations - None

14. Reports - None

15. Meeting Minutes (**Consent**)

**Moved by T. Lowell, second by J. Gordinier**

a. Board of Education Meeting Minutes – attachment 15.a.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent and pursuant to Education Law, approves the meeting minutes of June 23, 2005.

b. Board of Education Meeting Minutes – attachment 15.b.

**RESOLUTION**

Be it resolved that the Board of Education, upon recommendation of the Superintendent and pursuant to Education Law, approves the meeting minutes of June 27, 2005.

**Motion carried: 6 Ayes, 0 Nays, 1 Abstention (T. Foote)**

16. Business Consent Agenda:

**Moved by J. Gordinier, second by T. Lowell**

a. Warrants – attachment 16.a

**RESOLUTION**

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools and pursuant to Education Law, approves the following warrants:

General Fund - \$159,514.53

School Lunch - \$14,988.79

Federal Fund - \$43,569.65

Capital Fund - \$168.00

**Motion carried: 7 Ayes, 0 Nays, 0 Abstentions**

17. Personnel Consent Agenda

**Moved by J. Gordinier, second by T. Lowell**

a. Appointment of Computer Coordinator

**RESOLUTION**

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools approves the appointment of Kimberly Englert as Computer Coordinator for the 2005-2006 school year effective July 1, 2005 – June 30, 2006 at a stipend rate of pay of \$3,375.00.

b. Appointment of Bus Washer

**RESOLUTION**

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools, to appoint Llydon Buchholz Jr. as Bus Washer effective July 1, 2005 – June 30, 2006 at a rate of pay of \$7.50 per hour.

c. Approval of Resignations – attachment 17 c.1-5

**RESOLUTION**

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools approves the following individuals resignations from the positions currently held on the indicated dates:

1. Laura Sawyer, Bus Driver effective June 24, 2005
2. Thomas Howe, Bus Driver effective June 30, 2005
3. John Utley, Special Education Teacher effective June 30, 2005
4. Brian Wood, Cleaner effective July 8, 2005
5. Beverlea Hamilton, School Psychologist effective July 5, 2005

d. Approval of Reading Teacher – attachment 17.d.

**RESOLUTION**

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools approves the appointment of Candice Oliver, 10 North Street, Canaseraga, NY 14822 as a Reading Teacher effective September 1, 2005 with a three-year probationary period beginning September 1, 2005 and ending August 31, 2008 at a salary equal to Step 1 of the Keshequa Central School Teachers' Association contract.

e. Approval of Special Education Teacher – attachment 17.e

**RESOLUTION**

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools approves the appointment of Christy Downey, 7692 Camp Road, Portageville, NY 14536 as a Special Education Teacher

Grades 1 – 6 effective September 1, 2005 with a three-year probationary period beginning September 1, 2005 and ending August 31, 2008 at a salary equal to Step1 of the Keshequa Central School Teachers' Association contract, plus a \$600.00 Master's Degree stipend.

- f. Approval of Elementary Teacher – attachment 17.f.

**RESOLUTION**

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools approves the appointment of Sara Jayne Clark, 9449 Meyers Road, Nunda, NY 14517 as a Elementary Teacher effective September 1, 2005 with a three-year probationary period beginning September 1, 2005 and ending August 31, 2008 at a salary equal to Step1 of the Keshequa Central School Teachers' Association contract.

- g. Approval of Long-Term Substitute – attachment 17.g.

**RESOLUTION**

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools approves the appointment of Jessica Schmidt, 54 Archer Road, Rochester, NY 14624 as a Long-term Substitute effective September 1, 2005 and ending December 23, 2005 or upon the return of Stephanie Gehrig from Child Rearing Leave, whichever occurs first at a salary equal to Step1 of the Keshequa Central School Teachers' Association contract pro-rated with no benefits. This appointment is pending receipt of Notice of Certification Extension.

- h. Approval of Summer Cleaners – attachment 16.h.

**RESOLUTION**

Be it resolved, that the Board of Education, upon the recommendation of the Superintendent of Schools approves the appointment of Tracy Ressler, as Summer Cleaner effective June 28, 2005 at a rate of pay of \$6.50 per hour.

**Motion carried: 6 Ayes, 1 Nay (P. Kreuzer) 0 Abstentions**

18. Consent Action Items

**Moved by L. Tallman, second by T. Lowell to approve Consent Action Items 18a and c-e**

- a. Approval of District Treasurer Contract – attachment 18.a.

**RESOLUTION**

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools approves the July 1, 2005 – June 30, 2006 Contract for District Treasurer.

- b. **Removed**

- c. Second Reading of Policy

**RESOLUTION**

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools approves the second reading of the Suspension of Students Policy.

d. Second Reading of Policy

**RESOLUTION**

Be it resolved that the Board of Education upon the recommendation of the Superintendent of Schools approves the second reading of Students Presumed to Have a Disability for Discipline Purposes Policy.

e. Second Reading of Policy Revisions

**RESOLUTION**

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools approves the second reading of revisions of the policy Parent Involvement for Children with Disabilities Policy.

**Motion carried: 6 Ayes, 1 Nay (P. Kreuzer), 0 Abstentions**

**Moved by L. Gray, second by J. Gordinier**

Second Reading of Athletic Handbook Guidelines

**RESOLUTION**

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools approves the Keshequa Athletic Handbook Guidelines effective August 1, 2005 for the second reading.

**Motion carried: 6 Ayes, 1 Nay (L. Gray), 0 Abstentions**

19. New Business:

- a. BOE Committee Structure – K. Whiteman

20. Old Business

21. Community Forum

22. Information Items:

- a. Tier II Reading Coach Contract  
b. The Board Brochure

**Moved by L. Gray, second by T. Lowell to adjourn at 7:55 p.m.**

**Motion carried: 7 Ayes, 0 Nays, 0 Abstentions**

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**Clerk to the Board of Education**

**Date**