

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

Approved Minutes

JULY 6, 2006

7:00 p.m.

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

1. Call to Order – District Clerk, Tammy Peck 7:02 p.m.

Present: Kevin Whiteman, Lyle Tallman, Terry Lowell, John Gordinier, Lori Gray, Theron Foote, Anita Buchinger

Also Present: Ed Stores, Marilyn Capawan, Dominic Aloisio, Nathan Pierce, Mark Mattle, Doris Marsh, Christine Antalek, Craig Benson and Tammy Peck.

2. Pledge to the Flag

3. Oaths of Office

a. Anita Buchinger, Board of Education Member

b. John Gordinier, Board of Education Member

c. Nathan Pierce, Ex-Officio Student Board of Education Member

4. Election of Officers

Moved by: L. Tallman second by J. Gordinier to nominate Kevin Whiteman as President of the Keshequa Central School District Board of Education.

Moved by: T. Lowell second by L. Gray to close nominations for President.

a. President

Motion to elect carried: 7 Ayes 0 Nays

Moved by: L. Tallman second by L. Gray to nominate Terry Lowell as Vice-President of the Keshequa Central School District Board of Education.

Moved by: T. Foote second by J. Gordinier to close nominations for Vice-President.

b. Vice-President

Motion to elect carried: 6 Ayes 0 Nays 1 Abstention (Lowell)

c. Oath to President and Vice-President

Oath of Office given to K. Whiteman as Board President

Oath of Office given to T. Lowell as Vice-President

5. Approval of July 6, 2006 Agenda

a. Additions and Deletions

Moved by: L. Tallman second by L. Gray with postponing Item 6 e. and removing 9.o.

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 6, 2006.

Motion Carried: 7 Ayes 0 Nays

6. Appointment of Officers

Moved by: L. Tallman second by T. Foote

RESOLUTION

Be it resolved that the following officers are appointed for the 2006-2007 school year at the rate of pay indicated:

- a. Clerk of the Board of Education – Tammy Peck at \$3,105
- b. District Treasurer – Tina Button at \$40,000.00
- c. Deputy Treasurer – Michele Seifried
- d. Tax Collector – Brenda Simmons
- e. Claims Auditor –
- f. Internal Audit Function – St. John & Baldwin - \$5,000
- g. Oath of Office to Officers

Motion Carried: 7 Ayes 0 Nays

7. Additional Appointments

Moved by: L. Tallman second by T. Lowell

RESOLUTION

Be it resolved that the following individuals are appointed for the 2006-2007 school year at the rate of pay indicated:

- a. School Physician – Dr. Norman Wettereau
- b. School Attorney –
 1. Harris Beach
 2. David Lippitt (as needed for CNP lawsuit)
 3. David Morris

- c. Census Enumerator –Erinn Mann (no stipend)
- d. Central Treasurer – Extra Classroom Activity Account – Tina Button
- e. Independent Auditor – Raymond F. Wager, CPA, P.C. at \$15,000 plus additional per hour/per meeting rates as needed.
- f. Records Access Officer – Dominic Aloisio
- g. Purchasing Agent - Dominic Aloisio
- h. Alternate Purchasing Agent – Ed Stores
- i. Asbestos Designee: AHERA – James Van Sickle
- j. Pesticide Officer – James Van Sickle
- k. Chemical Hygiene Officer – Heather Pero
- l. Insurance Agency – Kemp Agency, Inc.
- m. Fiscal Advisor – Bernard P. Donegan Inc.
- n. Designated Educational Official – Ed Stores
- 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 Seifried at \$2,510.00
- s. GVSBA Representative – John Gordinier
- t. GVSBA Alternate Representative – Anita Buchinger
- u. District Security Officer – James Mann at \$100.00 per day
- v. Committee on Special Education –
 - 1. Chairperson – Craig Benson, Director of Special Education
 - 2. School Psychologist, Dalton – TBD
 - 3. School Psychologist, Nunda – Keli Walker
 - 4. Secretary – Jill Faulkner
 - 5. Parent – Theresa Young
- w. Committee on Preschool Special Education -
 - 1. Chairperson – Craig Benson, Director of Special Education
 - 2. Livingston County Representatives – Jim Brunner
 - 3. Secretary – Jill Cotton

Motion Carried: 7 Ayes 0 Nays

8. Designations

Moved by: T. Foote 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 2006-2007 school year as indicated:

- a. Official Bank Depositories –
 - 1. J.P. Morgan Chase Bank
 - 2. FIVE Star 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: 6 Ayes 0 Nays 1 Abstention (TL)

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 2006-2007 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, MS/HS Cafeteria: \$100.00
 - 2. Sandy Cox – Elementary Cafeteria: \$100.00
 - 3. Brenda Weaver, Elementary Building: \$100.00
 - 4. Tammy Peck, MS/HS Building \$100.00
 - 5. Craig Veley, Athletic Director, Sectional Cash Box \$200.00
- d. Designation of signatures on checks –
 - 1. Tina Button, District Treasurer
 - 2. Michele Seifried, 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. Mark Mattle, Elementary Principal
 - 2. Doris Marsh, Middle/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:
 - TBD
 - Noreen Sanford

Motion Carried: 7 Ayes 0 Nays

10. Bonding of Officers

Moved by: L. Tallman second by T. Foote

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 2006-2007 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. Assistant Superintendent of Schools at \$500,000
- g. School Business Administrator at \$500,000
- h. Payroll Supervisor at \$500,000
- i. Account Clerk/Typist at \$250,000
- j. Claims Auditor - \$250,000
- k. Blanket Bond (All Employees) at \$100,000

Motion Carried: 7 Ayes 0 Nays

11. Other Items

Moved by: L. Tallman second by L. Gray

RESOLUTION

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools approves the following items for the 2006-2007 school year as indicated:

- a. Readopt all Board Policies and Code of Ethics in effect during 2005-2006
- b. Mileage Reimbursement Rate at \$.445 per mile (from IRS)
- 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 - \$9.50 per hour
 5. Teachers' Aides - \$8.40 per hour
 6. Bus Monitor \$8.40 per hour
 7. Bus Driver (Regular Route) - \$16.45 per hour
 8. Bus Driver (Retired after 10 years with no lapse in time) - \$19.71 per hour
 9. Clerical - \$9.00 per hour
 10. Cleaner - \$7.50 per hour
 11. Laborer - \$9.25
 12. Food Service Helper - \$7.15 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 Dates

Motion Carried: 7 Ayes 0 Nays

12. Community Forum – Mark Ewing, comments on rate of pay for search consultant

13. Presentations - None

14. Reports - None

15. Meeting Minutes

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

Moved by: T. Lowell second by J. Gordinier

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 20, 2006.

Motion Carried: 5 Ayes 0 Nays 2 Abstentions (TF and AB)

16. Business Consent Agenda:

a. Approval of Budget Transfers – Attachment 16 a.

Moved by: L. Tallman second by L. Gray

RESOLUTION

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools approves the Request of Budget Transfers.

Motion Carried: 6 Ayes 0 Nays 1 Abstention (AB)

17. Personnel Consent Agenda

Moved by: J. Gordinier second by L. Tallman

a. Approval of School District Payroll Clerk – attachment 17 a.

RESOLUTION

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools approves Susan Wojack as School District Payroll Clerk at a rate of \$11.00 per hour with Probationary Period effective July 7, 2006 to January 26, 2007.

b. Approval of Substitute Calling Position – attachment 17 b.

RESOLUTION

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools approves Michele Starr-Seifried as Substitute Calling Person.

c. Approval of Saturday Detention Supervisor – attachment 17 c.

RESOLUTION

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools approves Michele Starr-Seifried as Saturday Detention Supervisor.

d. Approval of Resignation of Middle/High School Nurse – attachment 17 d.

RESOLUTION

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools accepts the resignation of Christina Meissel as Middle/High School Nurse effective July 3, 2006.

e. Approval of Resignation of Bus Driver – attachment 17 e.

RESOLUTION

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools accepts the resignation of Kathrine Jones as Bus Driver effective June 21, 2006.

Motion Carried: 7 Ayes 0 Nays

18. Action Items :

a. Approval of Extracurricular Code of Conduct Second Reading – attachment 18a.

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 Extracurricular Code of Conduct.

Motion Carried: 7 Ayes 0 Nays

b. Approval of Varsity Club – attachment 18 b.

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 Varsity Club.

Motion Carried: 7 Ayes 0 Nays

19. New Business:

a. BOE Committee Structure – President

b. BOE/Admin. Training and Team Building – Kevin Whiteman

c. Ground Rules for Board Conduct – All

d. Moved by: Lyle Tallman and second by Theron Foote to appoint Terry Lowell as President of the Finance Committee and John Gordinier as a member of the Finance Committee

Motion Carried: 7 Ayes 0 Nays

20. Old Business

21. Community Forum

22. Executive Session – Personnel (Evaluation of District Clerk)

Moved by: L. Tallman second by T. Foote to enter executive session at 7:40 PM

Motion Carried: 7 Ayes 0 Nays

Moved by: T. Foote second by L. Tallman to exit executive session at 8:24 PM

Motion Carried: 7 Ayes 0 Nays

23. Information Items:

a. Compliance Schedule to Obtain a Grade “C” Water Operator Certification for Public Water System at the Dalton Elementary School.

b. Name of Books donated by Mr. & Mrs. Gerald Barkley to our Library on behalf of the Alumni Association.

c. Letter from Five Star Bank

d. Keshequa Elementary School Library Media Center Annual Report 2005-06

e. Letter from Clarion Publications.

f. Letter from State Education Department

g. Warrants

h. Request for Budget Transfers

i. Policies adopted

j. Copies of approved District Treasurer Agreement.

k. Copies of approved Secretarial Agreement.

24.Meeting Adjourned

Moved by: T. Foote second by A. Buchinger to adjourn meeting at 8:25 PM

Motion Carried: 7 Ayes 0 Nays

Clerk of the Board of Education

Date