

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

APPROVED MINUTES

JULY 10, 2008

6:00 p.m.

MS/HS BOARDROOM

13 MILL STREET, NUNDA

1. Call to Order by District Clerk acting as Temporary Chairperson: 6:00 pm
Present: Anita Buchinger, Paul Jackson, Barbara Waddle, John Gordinier, Lori Gray, Lyle Tallman, Mark Ewing.
Also Present: Marilyn Capawan, Dominic Aloisio, Christine Antalek, Craig Benson and Tammy Clark.

2. Pledge to the Flag

3. Oaths of Office: **Tammy Clark, District Clerk acting as Temporary Chairperson, gave the Oath to new board members.**
a. Barbara Waddle – New Board Member
b. Mark Ewing – New Board Member

4. Election of Officers

Moved by: Lori Gray second by Lyle Tallman to nominate Anita Buchinger as KCS Board of Education President
Chairperson closed nominations.

a. President

Motion to Elect: 6 ayes 0 naves 1 abstention (AB)

Moved by: Lyle Tallman second by Lori Gray to nominate Paul Jackson as KCS Vice President.

Chairperson closed nominations.

b. Vice-President

Motion Carried to Elect: 6 ayes 0 naves 1 abstention (PJ)

c. Oath to President and Vice President

Oath of Office given to President Anita Buchinger

Oath of Office given to Vice President Paul Jackson

5. Meeting Minutes

- a. Board of Education Meeting Minutes – attachment 5.a.

Moved by: J. Gordinier second by L. Gray to add to the minutes that L. Tallman was present.

Motion Carried: 7 ayes 0 naves

Moved by: L. Tallman 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 26, 2008.

Motion Carried: 7 ayes 0 naves

6. Approval of July 10, 2008 Agenda

- a. Additions and Deletions

Moved by: L. Tallman second by P. Jackson

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 10, 2008.

Motion Carried: 7 ayes 0 naves

7. Executive Session:

To review evaluation of District Clerk.

Moved by: L. Tallman second by L. Gray to enter into Executive Session at 6:15 pm.

Motion Carried: 7 ayes 0 naves

Moved by: L. Tallman second by P. Jackson to exit Executive Session at 6:33 pm.

Motion Carried: 7 ayes 0 naves

Moved by: L. Gray second by P. Jackson to re-enter regular session at 6:34 pm.

Motion Carried: 7 ayes 0 naves.

8. Appointment of Officers

Moved by: L. Tallman second by L. Gray

RESOLUTION

Be it resolved that the following officers are appointed for the 2008-2009 school year at the rate of pay indicated:

Moved by: L. Tallman second by P. Jackson to amend 8a.

Motion Carried: 7 ayes 0 naves

a. District Clerk – Tammy Clark

Moved by: L. Tallman second by M. Ewing to add amount of \$3390.

Motion Carried: 7 ayes 0 naves

b. District Treasurer – Tina Button per negotiated contract

c. Deputy Treasurer – Michele Seifried

- d. Tax Collector – Brenda Simmons
- e. Claims Auditor – Leroy Wood \$3,200
- f. Internal Audit Function – St. John & Baldwin - \$6,500
- g. Central Treasurer – Extra Classroom Activity Account – Tina Button

Motion Carried: 7 ayes 0 nays

9. Additional Appointments

Moved by: L. Tallman second by L. Gray

RESOLUTION

Be it resolved that the following individuals are appointed for the 2008-2009 school year at the rate of pay indicated:

- a. School Physician – Dr. Norman Wettereau
- b. School Attorney –
 - 1. Harris Beach
 - 2. David Morris
 - 3. David Lippitt
- c. Census Enumerator – Brenda Weaver \$2686
- d. Independent Auditor – Raymond F. Wager, CPA, P.C. at \$15,500 plus additional per hour/per meeting rates as needed.
- e. Records Access Officer – Dominic Aloisio
- f. Alternate Purchasing Agent – Marilyn Capawan
- g. Asbestos Designee: AHERA – James Van Sickle
- h. Chemical Hygiene Officer – Heather Pero
- i. Insurance Agency – Tompkins Agency, Inc.
- j. Fiscal Advisor – Bernard P. Donegan Inc.
- k. Title IX Coordinator – Debra Baxter
- l. Liaison for Homeless Children and Youth – Debra Baxter
- m. Section 504 Compliance Officer – Craig Benson
- n. Section 504 Coordinators - Craig Benson, Deb Beaumont, Annette Prince
- o. GVSBA Representative – Lori Gray
- p. GVSBA Alternate Representative – Anita Buchinger
- q. Committee on Special Education –
 - 1. Chairperson – Craig Benson, Director of Special Education
 - 2. School Psychologist, Dalton – TBD
 - 3. School Psychologist, Nunda – Erin Galbraith
 - 4. Secretary – Jill Cotton
 - 5. Parent – Lori Soble
- r. Committee on Preschool Special Education -
 - 1. Chairperson – Craig Benson, Director of Special Education
 - 2. Livingston County Representatives – Jim Brunner
 - 3. Secretary – Jill Cotton
- s. Sub Committee of the CSE –
 - 1. Chairperson – Craig Benson

t. Computer Coordinator – Kim Englert \$3600

u. School Attendance Officers:

1. Nedra Stevens
2. Noreen Sanford

Motion Carried: 7 ayes 0 naves

10.Designations

Moved by: L. Tallman second by J. Gordinier

RESOLUTION

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools designates the following items for the 2008-2009 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. Official Newspapers –
 1. Hornell Tribune (Daily Paper)
 2. Genesee Country Express (Weekly paper)
- c. Petty Cash Funds
 1. Brenda Weaver, Elementary Building: \$100.00
 2. Tammy Clark, MS/HS Building: \$100.00
 3. Kim Flint, MS/HS Cafeteria: \$100.00
 4. Sandy Cox, Elementary Cafeteria: \$100.00
 5. Athletic Director or Director of Athletics Sectional Cash Box: \$200.00
- d. Change Funds
 1. Dalton Cafeteria (\$50.00) Sandy Cox
 2. Nunda Cafeteria (\$50.00) Kim Flint
- e. Purchasing Agent - Dominic Aloisio
- f. Certifier of Payroll – Dominic Aloisio
- g. Designated Educational Official – Marilyn Capawan
- h. Pesticide Officer – James Van Sickle
- i. Official Bank Signatories on checks –
 1. Tina Button, District Treasurer
 2. Michele Seifried, Deputy Treasurer

Motion Carried: 7 ayes 0 naves

11.Authorizations

Moved by: L. Tallman second by P. Jackson

RESOLUTION

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following authorizations for the 2008-2009 school year as indicated:

- a. Superintendent to authorize conferences, conventions, workshops for staff.
- b. Budget Transfers by Superintendent of \$5,000 or less.
- c. Superintendent to apply for grants in aid (State and Federal)
- d. Business Administrator to invest funds
- e. Business Administrator to transfer funds between banks
- f. Business Administrator to approve Cooperative Bidding
- g. Business Administrator to approve tax corrections which have been approved by the Real Property Tax Director of Livingston County.
- h. Principals to suspend students
 1. TBD, Elementary Principal
 2. Mark Mattle, Middle/High School Principal
- i. Superintendent to vote on BOCES costs and services
- j. Superintendent to adjust school calendar
- k. BOE President to appoint Impartial Hearing Officers
- l. BOE President to authorize BOE conference attendance
- m. Mileage Reimbursement Rate at \$.585 per mile (IRS Rates)

Motion Carried: 7 ayes 0 nays

12. Bonding of Officers

Moved by: L. Tallman 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 2008-2009 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. Claims Auditor - \$250,000
- j. Blanket Bond (All Employees) at \$100,000

Motion Carried: 7 ayes 0 nays

13. Other Items

Moved by: L. Tallman second by P. Jackson

RESOLUTION

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the following items for the 2008-2009 school year as indicated:

- a. Readopt all Board Policies and Code of Ethics in effect during 2007-2008
- b. Keshequa Central School as a Mass Care Shelter for Red Cross
- c. Rates of Pay
 1. Election Inspector - \$125.00 per day
 2. Election Clerk - \$100.00 per day
 3. Tutorial Services - \$16.00 per hour or as per contract
- d. 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) – per contract
 8. Bus Driver (Retired after 10 years with no lapse in time) – per contract
 9. Clerical - \$9.00 per hour
 10. Cleaner - \$7.50 per hour
 11. Laborer - \$9.25 per hour
 12. Food Service Helper - \$7.50 per hour
- e. School Meal Prices
 - Elementary Building
 1. Breakfast - \$1.25
 2. Lunch - \$1.65
 3. Milk - \$.45
 4. Adult meal – \$3.25 plus tax
 - MS/HS Building
 1. Breakfast - \$1.35
 2. Lunch - \$1.75
 3. Milk - \$.45
 4. Adult Breakfast - \$1.62 (incl. tax)
 5. Adult meal - \$3.25 plus tax

Motion Carried: 7 ayes 0 nays

14. Community Forum

15. Presentations

16. Reports : Marilyn Capawan- gave hand-outs from Bid Openings.

17. Business Consent Agenda:

a. Approval of Budget Transfers – attachment 17 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 Budget Transfers in the amount of \$8,000; \$11,000, \$8,000, \$22,200 and \$60,000.

Motion Carried: 7 ayes 0 nays

18. Personnel Consent Agenda

a. Approval of JV Boys' Soccer Coach – attachment 18 a.

Moved by: P. Jackson second by L. Tallman

RESOLUTION

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools, approves Brandon Underwood as the JV Boys' Soccer coach for the 2008 season.

b. Approval of Temporary Clerical Support – attachment 18 b.

RESOLUTION

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools, approves Tracy Ressler as a Temporary Clerical Support worker for 4 hours per day for up to three weeks during the summer.

c. Approval of Student Substitute Cleaner – attachment 18 c.

RESOLUTION

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools, approves Tyler Roth as a Student Substitute Cleaner.

Motion Carried: 7 ayes 0 nays

19. Action Items:

a. Approval of CSE Recommendations – attachment 19 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 Committee Recommendations from CSE Department.

Motion Carried: 7 ayes 0 nays

b. Approval of Sports & Entertainment Marketing Course – attachment 19 b.

Moved by: L. Gray second by M. Ewing

RESOLUTION

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the Sports & Entertainment Marketing Course to be taught by Mr. Richard Riggi.

Motion Carried: 7 ayes 0 naves

c. Approval of Pre-Kindergarten Universal Program – attachment 19 c

Moved by: L. Gray second by L. Tallman

RESOLUTION

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the Universal Pre-Kindergarten Program Plan for 2008 – 2009.

Motion Carried: 7 ayes 0 naves

20. New Business:

- a. Special Meeting July 15, 2008 at 5:30 p.m. followed by a BOE Workshop.
- b. A tour of the fields is scheduled prior to our BOE meeting on August 14, 2008 at 6:00 pm.
- c. Lyle Tallman would like to have the Buildings and Grounds committee remain the same because of the upcoming construction.

21. Old Business

22. Community Forum

23. Information Items:

- a. Warrants
- b. Budget Transfers (4)
- c. July Chronicle
- d. Copy of signed District Treasurer Contract
- e. Copy of signed Confidential Secretarial Contract
- f. Minutes from GVBOCES meeting
- g. Textbook Adoption Form for HS Computers
- h. Textbook Adoption Form for Math 8
- i. Textbook Adoption Form for K-5 Science
- j. Textbook Adoption Form for Business 9-12

k. Dates to remember from BOCES

Adjournment:

Moved by: P. Jackson second by L. Tallman to adjourn meeting at 7:21 pm.

Motion Carried: 7 ayes 0 naves

Clerk of the Board of Education

Date