

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

APPROVED MINUTES

JULY 9, 2009

6:00 p.m.

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

1. Call to Order by District Clerk acting as Temporary Chairperson: **6:05 pm**
Present: Anita Buchinger, Paul Jackson, Jennifer Reichard, Todd Galton and Ken Forrester.
Also present: Marilyn Capawan, Dominic Aloisio, Mark Mattle, Ami Hunt, Craig Benson and Tammy Clark.
Absent: Barbara Waddle and Mark Ewing

2. Pledge to the Flag

3. Oaths of Office
Oaths were administered to each new Board Member.
 - a. Todd Galton – New Board Member
 - b. Ken Forrester – New Board Member
 - c. Jennifer Reichard – New Board Member

4. Election of Officers
 - a. President
Paul Jackson made motion to nominate Anita Buchinger as Board President, Todd Galton second the motion.
5 ayes 0 naves

 - b. Vice-President
Todd Galton made motion to nominate Paul Jackson as Board Vice President, Jennifer Reichard second the motion.
5 ayes 0 naves

 - c. Oath to President and Vice President
Oaths were administered to Board President and Vice President.

5. Meeting Minutes

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

Moved by: P. Jackson second by T. Galton

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 25, 2009.

Motion Carried: 5 ayes 0 nays

6. Approval of July 9, 2009 Agenda

- a. Additions and Deletions

Moved by: P. Jackson second by T. Galton with addition of Executive Session after Item 16 for two Personnel Issues.

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 9, 2009.

Motion Carried: 5 ayes 0 nays

7. Appointment of Officers

Moved by: P. Jackson second by J. Reichard

RESOLUTION

Be it resolved that the following officers are appointed for the 2009-2010 school year at the rate of pay indicated:

- a. District Clerk – Tammy Clark
- b. District Treasurer – Tina Button per negotiated contract
- c. Deputy Treasurer – Michele Seifried
- d. Tax Collector – Brenda Simmons
- e. Claims Auditor – Leroy Wood \$3,400
- f. Internal Audit Function – St. John & Baldwin - \$7,000
- g. Central Treasurer – Extra Classroom Activity Account – Tina Button

Motion Carried: 5 ayes 0 nays

8. Additional Appointments

Moved by: J. Reichard second by P. Jackson

RESOLUTION

Be it resolved that the following individuals are appointed for the 2009-2010 school year at the rate of pay indicated:

- a. School Physician – Dr. Joan Flender Stony Brook Pediatrics PC
- b. School Attorney –
 1. Harris Beach
 2. David Morris

3. David Lippitt

- c. Independent Auditor – Raymond F. Wager, CPA, P.C. at \$16,500 plus additional per hour/per meeting rates as needed.
- d. Records Access Officer – Dominic Aloisio
- e. Alternate Purchasing Agent – Marilyn Capawan
- f. Asbestos Designee: AHERA – James Van Sickle
- g. Chemical Hygiene Officer – Heather Pero
- h. Insurance Agency – Tompkins Agency, Inc.
- i. Fiscal Advisor – Bernard P. Donegan Inc.
- j. Title IX Coordinator – Craig Benson
- k. Liaison for Homeless Children and Youth – Rachel Thayer
- l. Section 504 Compliance Officer – Craig Benson
- m. Section 504 Coordinators - Craig Benson, Deb Beaumont, Annette Prince
- n. GVSBA Representative – Barbara Waddle
- o. GVSBA Alternate Representative – Anita Buchinger
- p. Committee on Special Education –
 - 1. Chairperson – Craig Benson, Director of Special Education
 - 2. School Psychologist, Dalton – Danielle Merrill
 - 3. School Psychologist, Nunda – Erin Galbraith
 - 4. Secretary – Jill Cotton
 - 5. Parent – Lori Soble
- q. Committee on Preschool Special Education -
 - 1. Chairperson – Craig Benson, Director of Special Education
 - 2. Livingston County Representative – Jim Brunner
 - 3. Secretary – Jill Cotton
- r. Sub Committee of the CSE –
 - 1. Chairperson – Craig Benson
- s. Computer Coordinator – Kim Englert \$4000
- u. School Attendance Officers:
 - 1. Nedra Stevens
 - 2. Noreen Sanford

Motion Carried: 5 ayes 0 naves

9. Designations

Moved by: T. Galton second by P. Jackson

RESOLUTION

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools designates the following items for the 2009-2010 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. Sandy Cox, Dalton Cafeteria: \$100.00
 - 2. Kim Flint, Nunda Cafeteria: \$100.00
- 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: 5 ayes 0 naves

10. Authorizations

Moved by: J. Reichard 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 2009-2010 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. Ami Hunt, 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 \$.55 per mile (IRS Rates- see attachment)

Motion Carried: 5 ayes 0 nays

11. Bonding of Officers

Moved by: K. Forrester second by T. Galton

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 2009-2010 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: 5 ayes 0 nays

12. Other Items

Moved by: J. Reichard 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 2009-2010 school year as indicated:

- a. Readopt all Board Policies and Code of Ethics in effect during 2008-2009
- 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 - \$1.75
3. Milk - \$.45
4. Adult meal – \$3.00 (plus tax)

MS/HS Building

1. Breakfast - \$1.35
2. Lunch - \$1.85
3. Milk - \$.45
4. Adult Breakfast - \$1.50 (plus tax)
5. Adult meal - \$3.00 (plus tax)

Motion Carried: 5 ayes 0 nays

13. Community Forum

14. Presentations

15. Reports:

- a. **Paul thanked Jim VanSickle and crew for their hard work to make the fields look good for summer soccer and baseball games.**
- b. **Starting next week is Summer Enrichment and this year we have 15 students attending.**
- c. **There are 60 students for summer school; students and teachers are very positive.**

16. Business Consent Agenda:

Executive Session

Moved by: T. Galton second by K. Forrester to exit regular session and enter in to Executive Session to discuss personnel issues at 6:27 pm.

Motion Carried: 5 ayes 0 nays

Barbara Waddle enters at 6:34 pm

Mark Ewing enters at 6:55 pm

Moved by: K. Forrester second by P. Jackson to exit Executive Session and reenter regular session at 7:07 pm.

Motion Carried: 7 ayes 0 nays

17. Personnel Consent Agenda

Moved by: T. Galton second by J. Reichard

- a. Approval of JV Volleyball Coach Position for 2009-2010 school year – attachment 17 a.

RESOLUTION

Be it resolved that the Board of Education upon the recommendation of the Superintendent of Schools, approves Randy Todd as the JV Volleyball Coach for the 2009 – 2010 school year.

- b. Approval of Varsity Cheerleading Coach for 2009 – 2010 school year – attachment 17 b.

RESOLUTION

Be it resolved that the Board of Education upon the recommendation of the Superintendent of Schools, approves Yvonne Beardsley as the Varsity Cheerleading Coach for the 2009 – 2010 school year.

- c. Approval of Modified Girls' Volleyball Coach for 2009 – 2010 – attachment 17 c.

RESOLUTION

Be it resolved that the Board of Education upon the recommendation of the Superintendent of Schools, approves Jessica Taft as the Modified Girls' Volleyball Coach for the 2009 – 2010 school year.

Motion Carried: 7 ayes 0 nays

18. Action Items:

- a. Approval of Middle Managers' Contract – attachment 18 a.

Moved by: B. Waddle second by T. Galton

RESOLUTION

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the Middle Manager's Contract for July 1, 2009 through June 30, 2012.

Motion Carried: 7 ayes 0 nays

- b. Approval of Confidential Secretarial Contract – attachment 18 b.

Moved by: P. Jackson second by M. Ewing

RESOLUTION

Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the Confidential Secretarial Contract for July 1, 2009 through June 30, 2010.

Motion Carried: 7 ayes 0 nays

- c. Approval of Textbook Adoption – attachment 18 c.
Moved by: T. Galton second by M. Ewing
RESOLUTION
Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the adoption of textbook, “Envision Math” for Elementary Math K-5.
Motion Carried: 7 ayes 0 naves
- d. Approval of Textbook Adoption – attachment 18 d.
Moved by: B. Waddle second by J. Reichard
RESOLUTION
Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools, approves the adoption of textbook, “Psychology: Themes and Variations” for Social Studies 11/12.
Motion Carried: 7 ayes 0 naves
- e. Approval of Out of District Student – attachment 18 e.
Moved by: B. Waddle second by K. Forrester
RESOLUTION
Be it resolved that the Board of Education, upon the recommendation of the Superintendent of Schools, approves Sean James as an Out of District Student for the 2009 – 2010 school year only under the condition that all eligible District resident students who desire to attend the Pre-K Program be accommodated and there is space available.
Motion Carried: 7 ayes 0 naves
- f. Approval of CSE Department Recommendations – attachment 18 f.
Moved by: B. Waddle second by J. Reichard
RESOLUTION
Be it resolved that the Board of Education, upon the recommendation of the Superintendent, approves the Committee Recommendations from CSE Department.
Motion Carried: 7 ayes 0 naves
- g. Approval of Authorization of Spending – attachment 18 g.
Moved by: P. Jackson second by K. Forrester
RESOLUTION
The Board of Education hereby authorizes the General Contractor, Manning Squires Hennig, to spend \$19,110 of its contractually established allowance for the scraping and painting the lintels of the new windows being installed.
Motion Carried: 6 ayes 0 naves 1 abstention (ME)

h. Approval of Authorization of Spending – attachment 18 h.

Moved by: M. Ewing second by B. Waddle

RESOLUTION

The Board of Education hereby authorizes the General Contractor, Manning Squires Hennig, to spend \$11,895 of its contractually established allowance for the saw cut, removal and replacement of concrete floor in the Nunda Locker rooms.

Motion Carried: 7 ayes 0 naves

19. New Business:

Set up workshop for committees, July 17th at 6:00 pm

20. Old Business

21. Community Forum

22. Information Items:

- a. Budget Transfer
- b. Keshequa Elementary School Library Media Center Annual Report 2008-09
- c. GVBOCES News
- d. Warrants
- e. Signed copy of Cleaners Contract (ready for binder)
- f. Signed copy of Cafeteria Workers Contract (ready for binder)
- g. Annual Notification of IDEA Status
- h. Minutes from GVBOCES June 17, 2009 meeting.

Adjournment

Moved by: K. Forrester second by P. Jackson to adjourn meeting at 7:20 pm

Motion Carried: 7 ayes 0 naves

Clerk of the Board of Education

Date