

FILLMORE CENTRAL SCHOOL DISTRICT
PO Box 177, 104 West Main St.
Fillmore, NY 14735

Reorganizational Meeting Minutes

Thursday, July 17, 2014 @ 7:00 pm
Conference Room – C117

FUTURE MEETINGS

August 21, 2014
September 18, 2014

Board Meeting – 7 PM
Board Meeting – 7 PM

Meeting called to order at 7:05 pm by Board President Tom Parmenter.

Board Members Present:

Tom Parmenter
Marcus Dean
Paul Cronk
Faith Roeske
Sara Hatch

Administration Present:

Ravo Root III, Superintendent
Mike Dodge, High School Principal
Wendy Butler, PK-4 Principal and Dir. of Curriculum & Instruction
Thomas Ricketts, Business Manager

- 1. Preliminary Matters/Public Comment - NONE**
- 2. Programs/Presentations - NONE**
- 3. Administration of Oath to Newly Elected Board Member**

The Oath of Office was recited by newly elected Board member Marcus Dean whose term ends in 2019.

4. Election of Officers:

- 4.1 Motion Hatch, second Dean to appoint Tom Parmenter as President of the Board.

4 Aye, 0 Nay, 1 Abstain (Parmenter) Motion Carried

- 4.2 Motion Roeske, second Hatch to appoint Marcus Dean as Vice President of the Board.

4 Aye, 0 Nay, 1 Abstain (Dean) Motion Carried

Oath of Faithful Performance in Office was recited by the Superintendent, President and Vice-President.

5. Discussion/Work Session

- 5.1 Administrators' reports
PK-4 Principal Butler

- Teachers have been involved in professional development over the last week with additional training scheduled for next week.
- Mrs. Butler and Mr. Dodge have been discussing the possibility of creating a center for students that have been recognized for exceptional behavior. Details are still being discussed.
- There has been discussion on organizing quarterly assemblies celebrating student successes.
- Several grant proposals are being finalized.
- Training with "My Big Campus" software is being schedule.
- New Common Core modules have been ordered for the fall semester.

- 5-12 Principal Dodge

- Graduation went well with good feedback, especially good comments regarding the student bio's that were presented.

- Applications have begun to arrive for the posted position of grade 5-12 ELA teacher. The plan is to interview at the end of July with a recommended candidate being presented to the Board at the August meeting.

5.2 Superintendent report

- Mr. Root reported that more than half of this year's seniors graduated with a semester of college credits, 15 or more.
- The Alumni Luncheon which honored the Class of 1964 was a success with over 200 in attendance.
- The STEM District Leadership Team consisting of administrators, teachers, and a Board Member is still being formed. The team is scheduled to attend the Summer STEM Academy on Aug. 21 from 8-1pm at the Wings of Discovery Center in Horseheads, NY.
- The Summer Youth Employment Program is working well so far. All the student workers have shown up on time and are working well with their staff supervisors.

5.3 Work session

- Changes to the Code of Conduct, Secondary Handbook and Athletic Policy were reviewed.
- The first draft of the Board of Education Handbook was reviewed and discussed. The handbook will include the district mission, vision, motto, district goals for 2014-15, district policy that is of interest to Board members and common practices and protocols that Board members can follow. For example, what Board members can do when contacted by students, parents or community members with a concern.

6. Executive Session

- 6.1 Motion Roeske, second Dean for the board to enter into Executive Session at 7:52 pm to discuss a confidential personnel matter.

5 Ayes, 0 Nay, Motion Carried

- 6.2 Motion Roeske, second Hatch for the board to move out of Executive Session at 8:49 pm.

5 Ayes, 0 Nay, Motion Carried

7. Business/Finance

7.1 Business Administrator's Report

- Tom Ricketts reported that no treasurer's report or fiscal summaries were available as the June books had not been closed yet.
- There was discussion regarding the PILOT from the Co-Gen plant.
- The auditors will begin their annual audit the beginning of August.

8. Consent Vote:

- 8.1 Motion Hatch, second Dean to approve the minutes of June 19, 2014 meeting.

5 Ayes, 0 Nay, Motion Carried

9. Appointments of Officers:

- 9.1 Motion Hatch, second Roeske to appoint Paul Cronk as District Clerk.

4 Aye, 0 Nay, 1 Abstain (Cronk) Motion Carried

- 9.2 Motion Roeske, Second Dean to appoint Brenda Nolan as District Treasurer.

5 Ayes, 0 Nay, Motion Carried

- 9.3 Motion Dean, second Cronk to appoint Lynette Folts as Deputy Treasurer.

5 Ayes, 0 Nay, Motion Carried

9.4 Motion Cronk, second Hatch to appoint Susan Bodnar as Tax Collector.

5 Ayes, 0 Nay, Motion Carried

9.5 Motion Hatch, second Roeske to appoint Heidi Moore as Claims Auditor.

5 Ayes, 0 Nay, Motion Carried

9.6 Motion Roeske, second Dean to appoint Heidi Rose as Deputy Claims Auditor.

5 Ayes, 0 Nay, Motion Carried

10. Other Appointments

10.1 Motion Dean, second Cronk to appoint Dr. Douglas Mayhle as School Physician.

5 Ayes, 0 Nay, Motion Carried

10.2 Motion Cronk, second Hatch to appoint Richardson and Pullen, P.C. as School Attorney.

5 Ayes, 0 Nay, Motion Carried

10.3 Motion Hatch, second Roeske to appoint Brenda Nolan as Official Bank Signatory.

5 Ayes, 0 Nay, Motion Carried

10.4 Motion Roeske, second Dean to appoint Thomas Ricketts as Extra-Curricular Treasurer.

5 Ayes, 0 Nay, Motion Carried

10.5 Motion Dean, second Cronk to appoint Lynette Folts as Extra-Curricular Accountant.

5 Ayes, 0 Nay, Motion Carried

10.6 Motion Cronk, second Hatch to appoint Thomas Ricketts as Purchasing Agent.

5 Ayes, 0 Nay, Motion Carried

10.7 Motion Hatch, second Roeske to appoint Thomas Ricketts as Records Management Officer.

5 Ayes, 0 Nay, Motion Carried

10.8 Motion Roeske, second Dean to appoint Buffamante, Whipple, Buttafaro, P.C as District External (Independent) Auditor.

5 Ayes, 0 Nay, Motion Carried

10.9 Motion Dean, second Cronk to appoint Denise Reithmiller as District Internal Auditor.

5 Ayes, 0 Nay, Motion Carried

10.10 Motion Cronk, second Hatch to appoint Wendy Butler as District Compliance Officer.

5 Ayes, 0 Nay, Motion Carried

10.11 Motion Hatch, second Roeske to appoint William Kelley as Homeless Liaison.

5 Ayes, 0 Nay, Motion Carried

10.12 Motion Roeske, second Dean to appoint Paul Cronk as FOIL Officer.

4 Aye, 0 Nay, 1 Abstain (Cronk) Motion Carried

10.13 Motion Dean, second Cronk to appoint Gerry Brown as Asbestos (LEA) Designee.

5 Ayes, 0 Nay, Motion Carried

10.14 Motion Cronk, second Hatch to appoint Gerry Brown as School Pesticide Officer.

5 Ayes, 0 Nay, Motion Carried

10.15 Motion Hatch, second Roeske to appoint Rachel Coon as Chemical Hygiene Officer.

5 Ayes, 0 Nay, Motion Carried

10.16 Motion Roeske, second Dean to appoint Wendy Butler as Copyright Officer.

5 Ayes, 0 Nay, Motion Carried

10.17 Motion Dean, second Cronk to appoint Deb Woltag Prek-5, and Bill Kelley Grades 6-12 DASA Co-Coordiators.

5 Ayes, 0 Nay, Motion Carried

11. Designations

11.1 Motion Cronk, second Hatch to designate the following banks as the official depository of funds:

Community Bank NA
Chase Investment
NY Class Investment

5 Ayes, 0 Nay, Motion Carried

11.2 Motion Hatch, second Roeske to designated following newspaper as the official newspaper of the district.

Olean Times Herald

5 Ayes, 0 Nay, Motion Carried

11.3 Motion Roeske, second Dean to approve scheduling the regular meetings of the Fillmore Central School District Board of Education on the third Thursday of each month at 7:00 pm, as follows:

August 21, 2014	February 19, 2015
September 18, 2014	March 19, 2015
October 16, 2014	April 16, 2015
November 20, 2014	May 21, 2015
December 18, 2014	June 18, 2015
January 15, 2015	

5 Ayes, 0 Nay, Motion Carried

12. Authorizations

12.1 Motion Dean, second Cronk to authorize Ravo Root III as Payroll Certification Agent.

5 Ayes, 0 Nay, Motion Carried

12.2 Motion Cronk, second Hatch to authorize Mike Dodge as Designated Educational Official (DEO):

5 Ayes, 0 Nay, Motion Carried

12.3 Motion Hatch, second Roeske to authorize Priscilla Beardsley as Reviewing and Verification Official for the federal Child Nutrition Program.

5 Ayes, 0 Nay, Motion Carried

12.4 Motion Roeske, second Dean to authorize Mike Dodge as Hearing Official for the Federal Child Nutrition Program.

5 Ayes, 0 Nay, Motion Carried

12.5 Motion Dean, second Cronk to authorize the Superintendent to approve all conferences, conventions, and workshop attendance for staff with expenses.

5 Ayes, 0 Nay, Motion Carried

12.6 Motion Cronk, second Hatch to authorize the superintendent to apply for Grant in Aid (State and Federal) as appropriate.

5 Ayes, 0 Nay, Motion Carried

12.7 Motion Hatch, second Roeske to authorize the superintendent to approve budget transfers within limits prescribed by Commissioner’s Regulation Section 170.2 and Board guidelines.

5 Ayes, 0 Nay, Motion Carried

13. Other Items

13.1 Motion Roeske, second Dean to approve the mileage allowance for 2014-2015 to be the established IRS rate as amended from time to time.

5 Ayes, 0 Nay, Motion Carried

13.2 Motion Dean, second Cronk to approve the School Breakfast and Lunch Prices for 2014-15 as follows:

Student Breakfast	\$	1.00
Student Lunch (PreK-6)	\$	1.50
Student Lunch (5-12)	\$	1.65

5 Ayes, 0 Nay, Motion Carried

13.3 Motion Cronk, second Hatch to approve the 2014-2015 Secondary Handbook.

5 Ayes, 0 Nay, Motion Carried

13.4 Motion Hatch, second Roeske to approve the 2014-2015 Code of Conduct.

5 Ayes, 0 Nay, Motion Carried

13.5 Motion Roeske, second Dean to approve the 2014-2015 Athletic Policy.

5 Ayes, 0 Nay, Motion Carried

14. Old Business

- The next regular meeting will be held on August 21, 2014 at 7:00 pm as scheduled.

15. New Business

15.1 Motion Dean, second Cronk to approve the following Cooperative Educational Services:

RESOLVED that the Board of Education of the **Fillmore Central School District** hereby agrees to enter into the attached contract with the Erie 1 BOCES for a three – year period commencing on July 9, 2014 to authorize the Western New York Regional

Information Center to furnish certain computer services to the District pursuant to Education Law 1950 (4) (JJ) for an amount not to exceed \$12,630.24 and authorizes 36-monthly payments to be made to Erie 1 BOCES in the amount not to exceed \$350.84.

Be it further RESOLVED, that the Board of Education of the **Fillmore Central School District** hereby authorizes the Board President or the District Clerk to execute the contract on behalf of the District.

5 Ayes, 0 Nay, Motion Carried

15.2 Motion Cronk, second Hatch to approve the Retainer Agreement between Fillmore Central School and Richardson and Pullen, P.C. Attorneys at Law for the 2014-2015 fiscal year.

5 Ayes, 0 Nay, Motion Carried

15.3 Motion Hatch, second Roeske to approve the following pay adjustments:

	<u>Current</u>	<u>Proposed</u>	
Bus Drivers (Per Trip AM or PM)	\$25.00	\$27.50	Trip
Substitutes for:			
Cleaners	\$8.00	\$8.00/\$8.75	Hour \$8.75 Min Wage Effective 12/31/14
Cafeteria	\$8.00	\$8.00/\$8.75	Hour \$8.75 Min Wage Effective 12/31/14
Aides	\$8.00	\$8.00/\$8.75	Hour \$8.75 Min Wage Effective 12/31/14
Monitors	\$8.00	\$8.00/\$8.75	Hour \$8.75 Min Wage Effective 12/31/14
Secretaries	\$8.00	\$8.00/\$8.75	Hour \$8.75 Min Wage Effective 12/31/14
Lunch time monitors when assigned extra	\$8.00	\$8.00/\$8.75	Hour \$8.75 Min Wage Effective 12/31/14

5 Ayes, 0 Nay, Motion Carried

15.4 Motion Roeske, second Dean to approve the Girls Varsity Soccer Trip to Rochester August 29-31. (During this overnight trip, the District will provide transportation through the use of a school van or suburban excursion.)

5 Ayes, 0 Nay, Motion Carried

16. PERSONNEL

16.1 Motion Dean, second Cronk to approve the following Leave of Absence:

EMPLOYEE	POSITION	DATE SUBMITTED	DATE EFFECTIVE	COMMENTS
Jessica Chapman	Music Teacher	07/08/2014	09/02/2014 – 09/12/2014	For child rearing leave covered under FMLA

5 Ayes, 0 Nay, Motion Carried

16.2 Motion Cronk, second Hatch to approve the following Substitute Teacher, Substitute Teacher Aide Appointment:

NAME	DEGREE	CERTIFICATION	GRADE LEVEL	SUBJECTS
Linda Cygan	HS Regents	None	PreK-6 Substitute Teacher, PreK Substitute Teacher Aide	All

Individual listed is fingerprinted and has full clearance for employment.

5 Ayes, 0 Nay, Motion Carried

16.3 Motion Hatch, second Roeske to approve the teacher transfer of Lindsay Seitz-Peters from English Language Arts Grades 7-12 teacher to the new tenure area of elementary Education, where she will teach fifth and sixth grade ELA in the coming school year. Mrs. Seitz-Peters will retain her tenure and seniority as an English Language Arts Grades 7-12 teacher. Mrs. Seitz-Peters will also have a two year probationary period in Elementary Education that will begin on August 25, 2014 and end on August 25, 2016.

5 Ayes, 0 Nay, Motion Carried

16.4 Motion Roeske, second Dean to approve the following resolution:

BE IT RESOLVED, that the Board of Education, in accordance with the Superintendent's July 11, 2013 Contract, hereby authorizes the Board President to execute the Amendment to the Superintendent Contract setting forth modified terms and conditions in paragraph 6b, as a result of the Superintendent achieving a satisfactory performance evaluation by the Board of Education during the 2013-2014 school year. This increase is effective July 1, 2014, and authorizes the funding thereof.

5 Ayes, 0 Nay, Motion Carried

17. CSE/CPSE Recommendations

17.1 Motion Dean, second Cronk to approve the recommendations developed by the CSE/CPSE for special education programs and services from June 20, 2014 to June 24, 2014.

5 Ayes, 0 Nay, Motion Carried

18. Executive Session - NONE

19. Adjournment

19.1 Motion Roeske, second Dean to adjourn the meeting.

5 Ayes, 0 Nay, Motion Carried

The meeting was adjourned at 9:22 pm.

Respectively submitted,

Paul Cronk
District Clerk