



SILVER CREEK CENTRAL SCHOOL DISTRICT

P. O. Box 270 ~ Silver Creek, NY 14136
Area Code 716-934-2603 ~ Fax 716-934-7983
Website: www.silvercreekschools.org

This is an unofficial summary of the Silver Creek Central School District Board of Education action on the date shown below. The agenda is available on the District website on Monday before the meeting on Wednesday. Official minutes are available from the District Clerk.

Board Summary Report July 12, 2016 ~ Reorganization & Regular Meeting

Mrs. Borrello administered the oath of office to re-elected board member Martha Howard and Superintendent of Schools Todd Crandall.

The Board of Education elected Mr. Cole as President and Mr. Pulver as Vice-President for the 2016-2017 school year.

The following appointments and authorizations were approved for the 2016-2017 school year:

- Cindy Mackowiak was appointed as District Treasurer.
- Cheryl Robinson was appointed as the School Tax Collector.
- Lynn Godert was appointed as District Clerk.
- Linda Borrello was appointed as Deputy District Clerk.
- Jill Valvo was appointed as Internal Claims Auditor.
- Linda Borrello was appointed as Records Access Officer and Records Retention and Disposition Officer.
- The Director of Pupil Personnel Services was appointed as the Residency Officer.
- Cindy Mackowiak was appointed as the HIPAA Privacy Officer.
- The Director of Pupil Personnel Services was appointed as Title IX and Section 504 Compliance Officer.
- The Superintendent was designated as the Designated Education Officer in compliance with Chapter 181 of the Laws of 2000 and SAVE legislation.
- The Superintendent was appointed as the District's Lead Evaluator.
- The Superintendent was designated as the Civil Service Section 73 Officer.
- The High School Principal 9-12, Middle School Principal 6-8, and the Elementary Principal PreK-5 were designated as attendance officials for their grade levels.
- April Cooper was appointed as the Dignity Act Coordinator.
- Beth Miller was appointed as the Homeless Liaison.
- Jennifer Johnson, RN, was appointed as the Wellness Coordinator.
- Paula Michalak was appointed as the Copyright Officer.
- Beth Miller, Mark Baldelli and the Director of Pupil Personnel Services were appointed as Sexual Harassment Officers.
- Michael Daniels, Superintendent of Buildings and Grounds, was designated as the School District's pesticide representative.
- Harris Beach, LLP and Hodgson and Russ, LLP were appointed as school attorneys.
- The Superintendent was authorized to enter into professional service agreements with special attorneys, as needed, to meet the District's legal needs.
- Cheryl Robinson was appointed as Central Treasurer for the Extra-Classroom Activity accounts.
- Evans Agency Insurance was appointed as insurance agent.
- JP Morgan Chase, Charter One Bank, HSBC Bank, First Niagara, Community Bank N.A., New York Liquid Asset Fund (NYLAF), and M & T Bank were appointed for depositories and certificates of deposit investments.

- The Board delegated power to the Board President to authorize the issuance and sale of Revenue Anticipation Notes for the District.
- The Observer was designated the official newspaper.
- The Superintendent was authorized to certify all payrolls and the District Clerk was authorized in the absence of the Superintendent.
- The Business Administrator was authorized as purchasing agent.
- The District Treasurer was authorized to sign all payroll checks and to sign all accounts payable disbursements, and the Superintendent of Schools and District Clerk were authorized as a back-up signature when the District Treasurer is unavailable.
- The Superintendent was authorized to execute contracts on behalf of the school district in amounts of up to \$10,000, with monthly reports of such contracts submitted to the Board of Education, and with BOCES for service adjustment increase agreements in amounts of up to \$20,000, with monthly reports of such contracts submitted to the Board of Education.
- The Superintendent was authorized to make budgetary transfers up to \$3,000 within the same functional unit. Transfers greater than \$3,000 within the same functional unit or transfers between functional units shall be presented to the Board of Education for approval. The Board shall receive a monthly report of all such transfers of less than \$3,000 with the Treasurer's Report.
- The Superintendent, as Chief Executive Officer of the District, or his designee, was authorized to file applications for available federal and state funds and the District is authorized to participate in the Federal School Free and Reduced Price Lunch Program.
- A petty cash fund of \$250 was created for the Business Office, with the Deputy District Clerk as account custodian.
- The Superintendent or his designee was authorized as the voting representative to the Erie II Self-Funded Workers' Compensation Plan, the Chautauqua County School Districts' Medical Health Plan and the School Municipal Energy Cooperative.
- The Superintendent was authorized to employ personnel on a temporary, part-time, per diem or substitute basis, and to set the appropriate wages for such personnel.
- The Superintendent and Board of Education were authorized to attend meetings, conferences and conventions of local, state and national education organizations as budgeted, and the Superintendent is authorized to approve meeting, conference and convention attendance for the District Treasurer, District Clerk, Directors, Principals and other employees within budget limitations.
- Per the insurance program presented by Evans Insurance and approved by the Board of Education, that the District has authorized faithful performance bond for all employees at \$100,000 each, District Treasurer at \$1,000,000 plus \$100,000, Tax Collector \$400,000 plus \$100,000, Technology Information Manager \$400,000 plus \$100,000, Superintendent \$400,000 plus \$100,000, Business Administrator \$1,000,000 plus \$100,000, Business Office Account Clerks (2) \$400,000 plus \$100,000 each.
- The mileage reimbursement rate for official authorized use of private vehicles was set at the IRS allowable reimbursement rate. (Note: This rate is presently set at \$0.54 per mile.)
- The Board of Education Policy Manual was authorized as Board of Education policy.
- The District Safety Plan was adopted.
- Regular meetings of the Board of Education will be held in 2013-2014 at 7:00 p.m., unless scheduled otherwise on the following dates:

2016

July 12, 2016 (Reorganization & regular meeting)
 August 10 & 24, 2016
 September 14 & 28, 2016
 October 12 & 26, 2016
 November 9, 2016
 December 14, 2016

2017

January 11 & 25, 2017
 February 8, 2017
 March 8 & 22, 2017
 April 5, 2017
 April 19, 2017 (Date may change due to BOCES budget vote & component Board member vote)
 May 9, 2017 (Tuesday) - Official budget presentation & regular meeting
 May 24, 2017
 June 14 & 28, 2017

Meetings cancelled:

- July 27, 2016
- November 23, 2016 (Thanksgiving Holiday)
- December 28, 2016 (Holiday Recess)
- February 22, 2017 (Mid-Winter Recess)
- April 12, 2017 (Spring Recess - meeting rescheduled for April 5, 2017)
- April 26, 2017 (meeting rescheduled for April 19, 2017)

- The Board established the standard workdays for calculating days worked for ERS in accordance with NYSERS "Guidelines for Reporting Days Worked" for the following positions:
 - Secretary/District Clerk
 - Secretary/Deputy District Clerk
 - Supt. of Buildings & Grounds
 - Technology Information Manager
 - Bus Driver
 - Bus Monitor
 - Mechanic I & IV
 - Building Maintenance Mechanic
 - Groundskeeper
 - Custodian Cleaner - 10 month
 - Cleaner - 12 month
 - Cleaner - Part Time
 - School Secretary - 10 month
 - School Secretary - 12 month
 - Clerk II - 10 month
 - Clerk II - 12 month
 - Database Clerical
 - Lifeguard
 - Fitness Guard

* * * * **End of the Reorganization Meeting** * * * *

ACTIONS TAKEN BY THE BOARD:

- The Board received the June Treasurer’s Report, Board minutes and monthly reports.
- The resignation of Alicia Voigt as a lunch monitor was accepted.
- Krista Bialasik and Courtney McIntyre were granted FMLA leave.
- Jeanette Kilian was appointed as a 1:1 Teacher Aide with LPN Certification for summer school.
- Monica Johengen was appointed as a part-time Summer Information Technology Preventative Maintenance Cleaner
- The following persons were appointed as substitutes for the 2016-2017 school year:

Zachery Forys	Sub Teacher
Gabrielle Kerman	Sub Teacher
Brenda Giacchino	Sub Registered Nurse
Jodie Sisley	Sub Teacher Aide & Office
- Sean Helmer was appointed as the Athletic Director for the 2016-2017 school year.
- Amy Bartel and Kevin Rice were appointed to .5 FTE positions as Dean of Students for the 2016-2017 school year.
- The following coaching assignments were approved:

Fall 2016	Name
Varsity Football Head Coach	Sean Helmer
Varsity Football Assistant Coach	Greg Greenough
Varsity Football Assistant Coach	Wayne Griem
JV Football Head Coach	Ralph Jackson
JV Football Assistant Coach	Chris Waddy
Modified Football Head Coach	Ben Forenzo
Modified Football Assistant Coach	Greg Brennan
Boys Varsity Soccer Head Coach	Dan Foy
Boys Modified Soccer Head Coach	Brad Bish
Girls Varsity Soccer Head Coach	Kevin Rice
Girls Soccer Assistant Coach	Tammy Rice
Girls Modified Soccer Head Coach	Chris Prevet
Varsity Cross Country Head Coach	Mike Janisch
Modified Cross Country Head Coach	Amy Seiders
Varsity Volleyball Head Coach	Bridget Case

JV Volleyball Head Coach	Greg Birner
Modified Volleyball Head Coach	John Hilliker
Varsity Cheerleading Head Coach	Tami Faraci

Winter

Varsity Boys Basketball Head Coach	Robert Genco
JV Boys Basketball Head Coach	Dan Vona
Modified Boys Basketball Head Coach	Wayne Griem
Modified Boys Basketball Assistant Coach	Greg Brennan
Varsity Girls Basketball Head Coach	Tammy Rice
JV Girls Basketball Head Coach	Kevin Rice
Modified Girls Basketball Head Coach	Katie Burke
Modified Wrestling Head Coach	Greg Brennan
Varsity Cheerleading Head Coach	Tami Faraci
Varsity Bowling Head Coach	Jason Mirek

Spring

Varsity Baseball Head Coach	Mike Janisch
JV Baseball Head Coach	Jordan Morrison
Varsity Softball Head Coach	Stacie Bauer
JV Softball Head Coach	John Hilliker
Modified Softball Head Coach	Chelsea Mead
Boys Varsity Track Head Coach	Ben Forenzo
Girls Varsity Track Head Coach	Amy Seiders
Varsity Track Assistant Coach	Scot Greenough
Boys Modified Track Head Coach	Jason Mirek
Girls Modified Track Head Coach	Bridget Case
Boys Varsity Lacrosse Head Coach	Rob Genco
Golf Head Coach	Mark Baldelli
Intramural Basketball Boys	Rob Genco
Intramural Basketball Girls	Kevin Rice
Intramural Bowling	Jason Mirek
Intramural Soccer Girls	Kevin Rice
Intramural Soccer Boys	Dan Foy

- Jordan Gabel was appointed as a Lifeguard.
- Sarah Adams and Hannah Seiders were appointed as Fitness Guards.
- Donna Roof was appointed as the Director of Community Education.
- A .5 FTE Math position was created.
- Joshua Sadler was appointed to a .5 Math position and .5 long-term substitute.
- An amended contract for Jennifer Johnson, RN, was approved.
- CSE recommendations were approved.
- The resignation of Lynne Gowan as the Director of Pupil Personnel Services was accepted and the Board thanked Mrs. Gowan for her years of service to the District.
- Cassandra Partridge was appointed to a probationary position as an Elementary teacher.
- Colleen Schaefer was appointed to a probationary position as an Elementary teacher.
- Rose Kowalski was appointed to a probationary position as an Elementary teacher.
- A 1.0 FTE School Counselor position was created.
- Rebecca Kobielski was appointed to a probationary position as a School Counselor.
- Kiersten Roetzer was appointed to a probationary position as a Music teacher.
- Kristen Foley was appointed to a probationary position as a Social Studies teacher.
- Mark Bratcher was appointed to a probationary position as a Social Studies teacher.
- Several school buses were declared excess equipment and the Business Office was authorized to dispose of, trade in or sell to the highest bidder as appropriate.
- Transfers to reserves, interfund transfers and budget transfers were approved.

- A \$120 donation for the Save the Train Fund was gratefully acknowledged from Jorge Hasbun, Rebecca Hornburg and Michael and Janey O'Boyle.
- A donation of two CP Conga Drums with stand and a Peavey Amplifier for guitar was gratefully acknowledged from Tony Pearl.
- The Superintendent was authorized to execute a contract with Stacey Lovern, Registered Occupational Therapist, for OT services.
- Amended shared sports contract with Forestville Central School for fall 2016 and spring 2017 sports were approved.

Upcoming Meetings & Upcoming Events

Board Retreat (Pinewood Cottages)	July 19	5:00 p.m.
Board (Executive Session)	August 10	6:00 p.m.
Board Meeting		7:00 p.m.
Audit Committee	August 16	5:45
Superintendent's Safety Committee	August 17	4:00 p.m.
Board Workshop/Meeting	August 24	6:00/7:00 p.m.