

**Re-organizational Meeting Board of Education Portville Central School, Portville,  
New York**

Held: July 12, 2011 @ 7:00 p.m.

Present: Rowe, Andrianoff, Cornell, Doty, George, Nuffer, Shaffer, Tkacik, Recording Clerk McMahon, District Clerk Anderson, Principal Hild, Principal Welty, Board Member-Elect Kloc

Absent: Superintendent Simon

Late Arrival: Doty

District Clerk Anderson opened the meeting at 7:00 p.m. in the board room.

A motion was made by Cornell, seconded by Nuffer, “to elect James Tkacik as President of the Board of Education.” Motion carried ayes all. Doty absent. PRESIDENT

A motion was made by Rowe, seconded by Nuffer, “to elect Steve Andrianoff as President of the Board of Education.” Motion carried ayes all. Doty absent. PRESIDENT

A motion was made by Nuffer, seconded by Rowe, “to close the nominations for President of the Board of Education.” Motion carried ayes all. Doty absent.

Paper ballot election was held. James Tkacik was elected President.

Administered Oath of faithful performance to elected Board President, James Tkacik. OATH

Doty arrived at 7:07 p.m.

A motion was made by Cornell, seconded by Shaffer, “to elect Steve Andrianoff as Vice-President of the Board of Education.” Motion carried ayes all. VICE PRESIDENT

Administered Oath of faithful performance to elected Board Vice President. OATH

A motion was made by Shaffer, seconded by Doty “to elect George Nuffer Second Vice-President of the Board of Education.” Motion carried ayes all. 2<sup>ND</sup> VICE PRESIDENT

Administered Oath of faithful performance to elected Vice President and Second Vice-President. OATH

A motion was made by Nuffer, seconded by Andrianoff, “to appoint Pamela Anderson as Clerk of the Board of Education for the 2011-12 school year.” Motion carried ayes all. ANDERSON DISTRICT CLERK

A motion was made by Nuffer, seconded by Andrianoff, “to appoint Coralie McMahon as Recording Clerk of the Board of Education for the 2011-12 school year at a stipend of \$3,500.” Motion carried ayes all. MCMAHON RECORDING CLERK

A motion was made by Nuffer, seconded by Andrianoff, “to appoint Thomas Simon – Superintendent as Deputy Clerk of the Board of Education for the 2011-12 school year.” Motion carried ayes all. SIMON DEPUTY DIST. CLERK

A motion was made by Nuffer, seconded by Andrianoff, “to appoint Denise Riethmiller as District Treasurer for the Board of Education for the 2011-12 school year.” Motion carried ayes all. RIETHMILLER TREASURER

A motion was made by Nuffer, seconded by Andrianoff, “to appoint Judy McClain as Deputy Treasurer for the Board of Education for the 2011-12 school year.” Motion carried ayes all. MCCLAIN DEPUTY TREASURER

A motion was made by Nuffer, seconded by Andrianoff, “to appoint Ella Smith as Tax Collector for the Board of Education for the 2011-12 school year at a stipend of \$3,100.” Motion carried ayes all.	SMITH TAX COLLECTOR
A motion was made by Nuffer, seconded by Andrianoff, “to appoint Tammy Baker as Claims Auditor for the Board of Education for the 2011-12 school year at a rate of \$20.67 per hour.” Motion carried ayes all.	BAKER CLAIMS AUDITOR
Administered Oath of faithful performance to District Clerk, Recording Clerk, Deputy Clerk, District Treasurer, Deputy Treasurer, Tax Collector and Claims Auditor.	OATH
A motion was made by Nuffer, seconded by Andrianoff, “to appoint Omega Family Medicine under the direction of Keith Gembusia, D.O., as School Physician for the 2011-12 school year, contingent upon final review and recommendation of school attorney.” Motion carried ayes all.	SCHOOL PHYSICIAN
A motion was made by Nuffer, seconded by Andrianoff, “to authorize the Superintendent to use legal advice as deemed necessary.” Motion carried ayes all.	LEGAL ADVICE
A motion was made by Nuffer, seconded by Andrianoff, “to appoint Ella Smith as Central Treasurer for Extracurricular Activity Accounts for the 2011-12 school year.” Motion carried ayes all.	SMITH ACTIVITIES TREASURER
A motion was made by Nuffer, seconded by Andrianoff, “to appoint Judy McClain as Deputy Treasurer for Extracurricular Activity Accounts for the 2011-12 school year.” Motion carried ayes all.	MCCLAIN DEPUTY ACTIVITIES TREASURER
A motion was made by Nuffer, seconded by Andrianoff, “to appoint Tammy Baker as Attendance Officer for the 2011-12 school year.” Motion carried ayes all.	BAKER ATTENDANCE
A motion was made by Nuffer, seconded by Andrianoff, “to appoint Coralie McMahon, Records Access Officer for the 1011-12 school year.” Motion carried ayes all.	MCMAHON RECORDS ACCESS OFFICER
A motion was made by Nuffer, seconded by Andrianoff, “to appoint Michelle McCracken Records Management Officer for the 2011-12 school year.” Motion carried ayes all.	MCCRACKEN RECORDS MGMT. OFFICER
A motion was made by Nuffer, seconded by Andrianoff, “to appoint Tom Costa Asbestos (LEA) Designee for the 2011-12 school year.” Motion carried ayes all.	COSTA ASBESTOS DESIGNEE
A motion was made by Nuffer, seconded by Andrianoff, “to appoint Superintendent Simon and Pamela Anderson as Purchasing Agents for the 2011-12 school year.” Motion carried ayes all.	SIMON/ANDERSON PURCHASING AGENTS
A motion was made by Nuffer, seconded by Andrianoff, “to appoint Lawrence Welty and Pamela Anderson as Comptroller of Students Accounts for the 2011-12 school year.” Motion carried ayes all.	WELTY/ANDERSON STUDENT ACCTS. COMPTROLLER
A motion was made by Nuffer, seconded by Andrianoff, “to appoint Nichelle James as Internal Auditor through an intermunicipality agreement for the 2011-12 school year.” Motion carried ayes all.	JAMES INTERNAL AUDITOR

<p>A motion was made by Nuffer, seconded by Andrianoff, “to approve Five Star Bank, JP Morgan Chase and MBIA as Official Depository for all funds for the 2011-12 school year with a maximum not to exceed \$11,000,000.” Motion carried ayes all.</p>	<p>OFFICIAL DEPOSITORY</p>
<p>A motion was made by Nuffer, seconded by Andrianoff, “to approve the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of each month as Regular Board of Education meetings.” Motion carried ayes all.</p>	<p>BOARD MEETING DATES</p>
<p>A motion was made by Nuffer, seconded by Andrianoff, “to approve the <i>Olean Times Herald</i> as Official Newspaper for the 2011-12 school year.” Motion carried ayes all.</p>	<p>OFFICIAL NEWSPAPER</p>
<p>A motion was made by Nuffer, seconded by Andrianoff, “to authorize the Superintendent to certify payrolls for the 2011-12 fiscal year.” Motion carried ayes all.</p>	<p>AUTHORIZE PAYROLLS</p>
<p>A motion was made by Nuffer, seconded by Andrianoff, “to authorize the Superintendent to approve for Staff and Faculty, and the Board of Education to approve for the superintendent, all conference, conventions and workshop attendance for the 2011-12 fiscal year.” Motion carried ayes all.</p>	<p>CONFERENCE/ WORKSHOP ATTENDANCE</p>
<p>A motion was made by Nuffer, seconded by Andrianoff, “to authorize District Treasurer Denise Riethmiller to establish Petty Cash funds for the 2011-12 fiscal year.” Motion carried ayes all.</p>	<p>PETTY CASH FUND</p>
<p>A motion was made by Nuffer, seconded by Andrianoff, “to authorize District Treasurer Denise Riethmiller, Deputy Treasurer Judy McClain, Superintendent Simon, and District Clerk Anderson to sign checks for the 2010-11 fiscal year.” Motion carried ayes all.</p>	<p>SIGNATURES ON CHECKS</p>
<p>A motion was made by Nuffer, seconded by Andrianoff, “to authorize the Superintendent to approved Budget Transfers for the 2011-12 fiscal year.” Motion carried ayes all.</p>	<p>BUDGET TRANSFERS</p>
<p>A motion was made by Nuffer, seconded by Andrianoff, “to authorize the Superintendent to apply for Grants in Aid for the 2011-12 fiscal year.” Motion carried ayes all.</p>	<p>GRANTS IN AID</p>
<p>A motion was made by Nuffer, seconded by Andrianoff, “to authorize the Superintendent to excise equipment as necessary up to \$5,000.” Motion carried ayes all.</p>	<p>EXCISE EQUIPMENT</p>
<p>A motion was made by Nuffer, seconded by Andrianoff, “to approve bonding of the District Clerk for the 2011-12 fiscal year.” Motion carried ayes all.</p>	<p>DISTRICT CLERK BONDED</p>
<p>A motion was made by Nuffer, seconded by Andrianoff, “to approve bonding of the District Treasurer for the 2011-12 fiscal year.” Motion carried ayes all.</p>	<p>DISTRICT TREASURER BONDED</p>
<p>A motion was made by Nuffer, seconded by Andrianoff, “to approve bonding of the Deputy Treasurer for the 2011-12 fiscal year.” Motion carried ayes all.</p>	<p>DEPUTY TREASURER BONDED</p>
<p>A motion was made by Nuffer, seconded by Andrianoff, “to approve bonding of the Tax Collector for the 2011-12 fiscal year.” Motion carried ayes all.</p>	<p>TAX COLLECTOR BONDED</p>

A motion was made by Nuffer, seconded by Andrianoff, “to approve bonding of the Central Treasurer for the Activity Funds for the 2011-12 fiscal year.” Motion carried ayes all.	CENTRAL TREASURER BONDED
A motion was made by Nuffer, seconded by Andrianoff, “to approve bonding of the Claims Auditor for the 2011-12 fiscal year.” Motion carried ayes all.	CLAIMS AUDITOR BONDED
A motion was made by Nuffer, seconded by Andrianoff, “to Readopt all Policies and Code of Ethics currently in effect.” Motion carried ayes all.	POLICIES & CODE OF ETHICS
A motion was made by Nuffer, seconded by Andrianoff, “to establish the mileage reimbursement at the IRS standards rate(s) for the 2011-12 fiscal year.” Motion carried ayes all.	MILEAGE REIMBURSEMENT
A motion was made by Nuffer, seconded by Andrianoff, “to continue the Free and reduced Price Lunch Policy according to federal regulations for the 2011-12 fiscal year.” Motion carried	FREE AND REDUCED LUNCH
A motion was made by Nuffer, seconded by Andrianoff, “to designate the Superintendent as Hearing Officer for Free and Reduced Price Lunch Program for the 2011-12 fiscal year.” Motion carried ayes all.	HEARING OFFICER FREE/REDUCED
A motion was made by Nuffer, seconded by Andrianoff, “to approve the following list of Committee of Special Education Members for the 2011-12 school year: Lawrence Welty, Chuck Hild, Michelle Edwards, Karen Kent, Joy Noether, Jean Bantelman, Kara Kosinski, Nicole Fidurko, School Physician, School Psychologist, Speech teachers, CSE Chairperson, Parent members and Teachers of CSE students.” Motion carried ayes all.	CSE COMMITTEE 2011-12
A motion was made by Nuffer, seconded by Andrianoff, “to approve the following list of Committee of Pre-School Special Education Members for the 2011-12 school year: Chuck Hild, Kara Kosinski, CSE Chairperson, School Psychologist, one Parent member, Cattaraugus County Representative, Allegany County Representative and appropriate Agency of CPSE students and Teachers of CPSE students.” Motion carried ayes all.	CPSE COMMITTEE 2011-12
A motion was made by Nuffer, seconded by Andrianoff, “to authorize the Superintendent and Board President, to borrow as necessary for the 2011-12 fiscal year.” Motion carried ayes all.	BORROWING
A motion was made by Nuffer, seconded by Andrianoff, “to readopt all textbooks currently in effect.” Motion carried ayes all.	TEXTBOOKS
A motion was made by Nuffer, seconded by Andrianoff, “to adjourn at 7:15 p.m.” Motion carried ayes all.	ADJOURNMENT

Respectfully submitted,

Coralie McMahon  
Recording Clerk

Pamela Anderson  
District Clerk