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| Date: | 13 July 2015 |
| Kind of Meeting: | Reorganizational/Regular |
| Location: | Whitesville Central School High School Library |
| Members Present: | Jeffrey Erdmann, Charles Cutler, Jr., Scott Garis, Jane Hall & Janice Walters |
| Others Present: | Superintendent Laurie Sanders, Principal Tammy Emery, District Clerk Tracey Waters, Teacher Reps: Greg Fairchild & Linda Mallory and Visitor Todd Nelson |
| CALL TO ORDER | District Clerk Tracey Waters called the July 13, 2015 Reorganizational/Regular meeting to order at 7:00 pm followed by the Pledge of Allegiance. |
| OATHS | The Oath of Office was administered to newly elected board member Charles Cutler, Jr. Superintendent Laurie Sanders' Oath was administered on July 6, 2015. |
| PRESIDENT & V.P. ELECTION | Nomination for President of the Board of Education was offered by Janice Walters, seconded by Jane Hall to appoint Jeffrey Erdmann with motion by Janice Walters, second by Jane Hall and carrying 5-0. Jeffrey Erdmann moved, Janice Walters seconded to nominate Scott Garis as Vice-President with motion by Jeffrey Erdmann, second by Janice Walters and carrying 5-0. |
| OATHS | Oaths were administered to newly elected President Jeffrey Erdmann and newly elected Vice-President Scott Garis. |
| APPT. OF OFFICERS | President Erdmann assumed chairmanship of the meeting. Tracey Waters was reappointed as District Clerk at a rate of \$1250 and 6.5 compensation days with motion by Jane Hall, second by Janice Walters and carrying 5-0. Evelyn Close was reappointed as District Treasurer with motion by Scott Garis, second by Jane Hall and carrying 5-0. Jacqueline Moon was reappointed as Tax Collector at a rate of \$1350 with motion by Jane Hall, second by Janice Walters and carrying 5-0. Oaths of Office will be administered within 30 days of appointment. |
| STND WORK DAY RESOL. | With motion by Janice Walters, second by Jane Hall and carrying 5-0, BE IT RESOLVED, that the Whitesville Central School /Location code 70215 hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to NYS and Local Employees' Retirement System based on the time keeping system records or the records of activities maintained and submitted by these officials to the clerk of this body. Appointed Officials: >District Treasurer, Evelyn Close, Social Security Number-██████. Registration Number-41293150, Standard Work Day-Eight (8) hour day/Five (5) days a week, Term begins July 1, 2015 and ends June 30, 2016, employee participates in employer's time keeping system, Tier 4. > Superintendent Secretary/District Clerk, Tracey Waters, Social Security Number-██████, Registration Number-40479560, Standard Work Day-Seven and a half (7.5) hour day/Five (5) days a week, Clerk term begins July 1, 2015 and ends June 30, 2016, employee participates in employer's time keeping system, Tier 4. |
| OTHER APPTS. | Other appointments approved with motion by Scott Garis, second by Janice Walters and carrying 5-0: ~ School Physician - Dr. Zahi Kassas - \$2500 ~ Census Enumerator - Tracey Waters ~ Claims Auditor – Jasmine Bledsoe - \$20 per Hour ~ Treasurer, Extracurricular Accounts – Claire Miller ~ School Auditor – B.W.B - \$12,900 ~ Committee on Special Education - * Director - Tammy Emery * CSE Chairs – Tammy Emery, Elizabeth Potter, Jill Milton & Laurie Sanders * S.E. Reps - Tammy Emery, Heather Brubaker, Renee McNeely, Jamie Billings & Brooke Lovell * School Physician - Dr. Zahi Kassas * School Psychologist - Jill Milton * School Counselor – Elizabeth Potter * Gen. Ed. Reps - All Gen. Ed. Teachers * School Nurse - Karen Wahl ~ Preschool Committee on Special Education - * Director - Tammy Emery * CPSE Chairs – Tammy Emery, Elizabeth Potter, Jill Milton & Laurie Sanders * S.E. Reps- Tammy Emery, Jamie Billings & Brooke Lovell * School Physician - Dr. Zahi Kassas * School Psychologist - Jill Milton * School Counselor – Elizabeth Potter * Gen. Ed. Reps - Suzie Nye & Christina Lukacz * School Nurse - Karen Wahl * Allegany County Rep. – Rich Reynolds ~ 504 Committee - *Chair – Elizabeth Potter * S.E. Reps - Tammy Emery, Heather Brubaker, Renee McNeely, Jamie Billings & Brooke Lovell * Gen. Ed. Reps - All Gen. Ed. Teachers ~ Special Education Impartial Hearing Officers - Joan Alexander, Michael Lazan, James McKeever ~ Safety Committee - Greg Fairchild, Karen Wahl, Mike McIntyre & Laurie Sanders ~ At Risk Mentorship Coordinator – Elizabeth Potter ~ Designated Education Official - Elizabeth Potter ~ Records Access Officer – Laurie Sanders ~ Records Management Officer – Tracey Waters ~ Title IX Officer – Laurie Sanders ~ Attendance Officer – Claire Miller ~ Clerk Pro Tem – Laurie Sanders ~ Chief Information Officer – Shallee Lauzze ~ DASA Coordinator – Elizabeth Potter |
| DESIGNATIONS | The following Designations were approved with motion by Jane Hall, second by Janice Walters and carrying 5-0. ~ Official Bank Depositories: Steuben Trust Company - Whitesville, NY and JP Morgan Chase-Vestal, NY and Five Star Bank – Warsaw, NY ~ Regular Monthly Meetings: Third Monday of Month at 7:00 pm. ~ Official Newspapers: Wellsville Daily Reporter and Hornell Evening Tribune ~ L.E.A. Asbestos Designee - Michael McIntyre ~ Chemical Hygiene Officer - June Weller |

With motion by Janice Walters, second by Jane Hall and carrying 5-0, the Board approved the following Authorizations:

AUTHORIZATIONS

- ~ Person to Certify Payrolls – Superintendent
- ~ School Purchasing Agent – Superintendent, Alternate – Doug Moot
- ~ Person to Authorize Attendance at Conferences, Conventions & Workshops, and Approve Graduate Hours – Superintendent
- ~ Authorization to establish Petty Cash Funds – Superintendent
School Office -- \$100.00 School Cafeteria -- \$20.00 Athletic Events -- \$80.00
- ~ Voting Representative to Self-Funded Insurance & Workers Compensation Board – Superintendent & Evelyn Close
- ~ Allegany Cattaraugus Schools Medical Health Plan Delegate – Superintendent, Alternate Delegate – School Business Official
- ~ Chief School Officer Authorized to Approve Budget Transfer Items – Superintendent
- ~ Authorization to Suspend Students Up to Five Days – Superintendent & Tammy Emery
- ~ Authorization to Approve Bonds for Treasurer, Tax Collector – Superintendent
- ~ Authorization of payment of tax bills relating to the correction of errors on tax rolls but not to exceed \$2,500.00, specified in sections 554 and 556 of the Real Property Tax Law – Superintendent
- ~ Authorization to employ Temporary, Part-time, Per-Diem or Substitute Personnel and to temporarily fill vacant positions pending consideration and appointment by the Board Of Education at the next Board of Education meeting – Superintendent
- ~ Authorization to receive, retain and/or produce for examination or audit a cancelled check or proper alternative documentation in the form of check images or checks drawn supplied by the bank or trust company in lieu of cancelled checks drawn on Whitesville Central School accounts. Such check images shall show both sides of each check and shall be considered the equivalent of original cancelled checks for purposes of record keeping and auditing requirements – District Treasurer & Extracurricular Treasurer

The following Other Items were approved with motion by Jane Hall, second by Scott Garis and carrying 5-0:

OTHER ITEMS

- ~ Re-adoption of all Policies and Codes of Ethics in effect during previous year.
- ~ Establish Mileage Rate - as per IRS regulations. (as of Jan. 1, 2015 - \$57.5 cents per mile)
- ~ Authorize Board President to sign all necessary documents which need his/her signature and further authorize Vice-President to sign in his/her absence.
- ~ Representative to the Allegany/Cattaraugus School Boards Assoc. Scott Garis
- ~ Legislative Liaison for NYS School Boards Association Jane Hall Alternate Charles Cutler, Jr.
- ~ Designee for Authorized Signature on Checks in absence of Treasurer - Board President
- ~ Substitute Rates: Teacher: \$ 80/Certified (per day) \$ 70/Uncertified (per day)
- * Additional \$25 per day if preparing lesson plans.
- * Teacher Assistant: Uncertified Substitute Rate
- * Nurse: \$ 80 (per day)
- * Non Instructional: Minimum wage as per Federal and State regulations (as of December 31, 2014 - \$8.75 per hour, effective December 31, 2015 - \$9.00 per hour)
- * Bus Driver: \$ 11 (per hour)
- ~ Election Inspector Rate – Minimum Wage
- ~ Bonding of Employees and School Board Members - to provide \$1,000,000 bond coverage each for the District treasurer, Tax Collector, and the Internal Claims Auditor and to bond all other employees and members of the Board of Education up to an aggregate of \$100,000 as provided through insurance coverage.

Moving on to Regular July meeting business; public comments were invited from the audience.

The Board approved minutes of the June 15, 2015 regular meeting with motion by Janice Walters, second by Jane Hall and carrying 5-0.

MINUTES

Extracurricular reports were approved with motion by Scott Garis, second by Janice Walters and carrying 5-0.

FINANCIAL
ITEMS

Old Business, none at this time.

New Business, Principal Emery discussed: graduation, grants, CSE/CPSE services, administrative goals and APPR.

PRINCIPAL REP.

Superintendent Sanders shared that she signed a P-TECH (NYS Pathways in Technology) Memorandum of Agreement with BOCES. The P-TECH grant is a project based partnership that will prepare students for high-skills jobs. Ms. Sanders also discussed; the new school website, APPR, possible wireless project and Allegany County tax collection.

SUPT. REPORT

With motion by Jane Hall, second by Scott Garis and carrying 5-0, the Board approved the recommendation that Whitesville Central School participate in the National School Meal Program, accept the Free & Reduced Price Meal Statement and required forms and authorized the Clerk’s signature on the Certificate of Acceptance.

NAT’L SCHOOL
MEAL PROG.

Upon the recommendation of the Superintendent and on motion by Scott Garis, seconded by Janice Walters, the Board approved to increase the student lunch price by \$.10 as required by the Healthy, Hunger-Free Act of 2010 for a total cost of \$1.95. Vote: 5-0.

SCHOOL LUNCH
PRICE

With motion by Scott Garis, second by Janice Walters, the Whitesville Central School Board of Education approved the attached Cooperative Purchasing Resolution for the 2015-16 school year. Vote: 5-0.

BOCES COOP
PURCHASING

With motion by Jane Hall, second by Janice Walters and carrying 5-0, the Board approved to accept the April-June 2015 Claim Auditor Report as submitted by Jasmine Bledsoe, Claim Auditor.

QTRLY CLAIM
AUDITOR REP.

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| ATHLETIC PLACEMENT PROCEDURE | With motion by Scott Garis, second by Janice Walters and carrying 5-0, WHEREAS, Section 135.4(c)(7)(ii)(a)(4) of the Regulations of the Commissioner of Education provides for a board of education to permit pupils in grades no lower than seventh grade to compete on interscholastic athletic teams organized for senior high school pupils, or senior high school pupils to compete on interscholastic athletic teams organized for pupils in the seventh and eighth grades; and WHEREAS, these pupils are to be allowed to compete at levels that are appropriate to their physical maturity, physical fitness, and sport skills in relationship to other pupils in accordance with the standards established by the Commissioner of Education; and WHEREAS, the State Education Department issues the competition standards for these pupils to compete under a program called the Athletic Placement Process; THEREFORE BE IT RESOLVED that the Whitesville Central School Board of Education shall permit pupils to compete after successfully completing the Athletic Placement Process for the requested sport and level. |
| BOARD POLICY UPDATE | The first reading of Board Policy Update 7420 Sports and the Athletic Program was provided in advance for review. The second reading was waived with motion by Scott Garis, second by Janice Walters and carrying 5-0. Approval was granted with motion by Scott Garis, second by Janice Walters and carrying 5-0. |
| INTERSCHOL. ATH. COACH GUIDELINES INFORMATION | Recommendation to approve the Interscholastic Athletics Coaching Guidelines was declined with motion by Charles Cutler, Jr., second by Scott Garis and carrying 0-5. Jane Hall motioned, Janice Walters seconded to table the motion until the August 2015 board meeting, carried 5-0. Information provided included: Honor Roll, CSE & CPSE Annual Report, School Library Report, August meeting – 8/17 at 7:00 pm, Athletic Policy (Student/Parent copy). The Board suggested changing the title of the Athletic Policy (Student/Parent copy) to Code of Athletics. |
| EXECUTIVE | With motion by Janice Walters, second by Jane Hall and carrying 5-0, the Board entered Executive session at 8:27 pm to discuss: Extracurricular, Volunteer, Summer Help, Substitute Special Education Summer School program and Special Education Teacher appointments. |
| REGULAR | Return to Regular session came at 9:33 pm with motion by Janice Walters, second by Scott Garis and carrying 5-0. |
| EXTRACURR. APPTS. ~ D. VanSkiver ~ T. Waters | With motion by Scott Garis, second by Charles Cutler, Jr. and carried 3-2, Janice Walters and Jane Hall voted nay; Doug Van Skiver was appointed as Varsity Boys’ Basketball Coach. With motion by Scott Garis, second by Janice Walters and carrying 5-0, Tracey Waters was appointed to the extracurricular position of Publications. |
| VOLUNTEER APPT. ~D. Erdmann | With motion by Jane Hall, second by Janice Walters and carrying 5-0, the Board appointed Dennis Erdmann as a Volunteer Varsity Softball Assistant Coach for the 2015-16 season. |
| SUMMER HELP APPT. ~E. Lewis-Ellison | Upon the recommendation of the former Superintendent and supported by Laurie Sanders and on motion of Jane Hall and seconded by Scott Garis, Erika Lewis-Ellison was appointed to serve as Summer Office Help effective June 29, 2015 at the minimum wage rate of \$8.75 per hour. Vote: 5-0. |
| SUB APPTS. ~ D. Brubaker, K. Garis, E. Grantier | The following substitutes were approved with motion by Janice Walters, second by Jane Hall and carrying 5-0: Duane Brubaker & Kristi Garis – Bus Driver, pending completion of required NYS 19A paper work and fingerprint clearance. Erica Grantier – Aide/Monitor. |
| SPECIAL ED. SUMMER SCH. APPTS. ~S. Ellison | Upon the recommendation of the Superintendent and on motion of Scott Garis and seconded by Charles Cutler, Jr., Susan Ellison, who holds an Initial New York State Students with Disabilities (Gds. 1-6 and Birth–Gd. 2) Teaching Certificate, was appointed to serve as 12:1:1 Special Education Teacher to commence on July 6, 2015 and to end on August 14, 2015at a rate of \$25 an hour as outlined in the collective bargaining agreement between the Whitesville Education Association and the Board of Education. Vote: 5-0 |
| ~ K. Garis | Upon the recommendation of the Superintendent and on motion of Jane Hall and seconded by Janice Walters, Kristi Garis was appointed to serve as a 1:1 Aide to commence on July 6, 2015 and to end on August 14, 2015. Salary will be paid in accordance with the salary schedule as outlined in the collective bargaining agreement between WCSESSA and the Board of Education. Vote: 5-0 |
| SPECIAL ED. TEACHER APPT. ~ B. Lovell | Upon the recommendation of the Superintendent and on motion of Jane Hall and seconded by Janice Walters, Brooke Lovell, who holds an Initial New York State Teaching Certificate in the Certification areas of Students w/Disabilities (Gds. 1-6) permitting her to teach in the Special Education area in the public school of NYS was appointed to the position of Special Education teacher in the Special Education tenure area for a probationary period of four (4) years to commence on September 1, 2015 and to end on June 30, 2019. The salary during the first year of this appointment will be paid in accordance with the salary schedule as outlined in the collective bargaining agreement between the Whitesville Education Association and the Board of Education. Vote: 5-0. |
| ADJOURNMENT | Adjournment came at 9:49 pm with motion by Jeffrey Erdmann, second by Jane Hall and carrying 5-0. |