

ANDOVER CENTRAL SCHOOL
BOARD OF EDUCATION

DATE: 7-10-17

PLACE: Room 103

TYPE: Reorganizational & Regular

MEMBERS PRESENT: Monica Dean, Michele Calladine, Cindy Baker, Brian Perkins & Pat Howland
MEMBERS ABSENT: None
OTHERS PRESENT: Lawrence Spangenburg, Linda Geer, Jon Morris, Christine Burton

Jamie Coyle, District Clerk, called the meeting to order at 6:30 PM.

Oath of office given to reelected Board Members Patrick Howland and Brian Perkins.

Oath of office given to the Superintendent, Lawrence E. Spangenburg

CALL TO ORDER – District Clerk
Action Items

Nominations for the Office of **Board President** are now open.

Board President elect

Monica Dean was nominated by Michele Calladine and seconded by
Cindy Baker.

Monica Dean

No further nominations were made.

Clerk moves that nominations be closed.

Poll vote called for by the Clerk. Poll vote for Monica Dean.

Cindy Baker Yes No
Patrick Howland Yes No
Michele Calladine Yes No
Brian Perkins Yes No
Monica Dean Abstain

Monica Dean appointed President of Board of Education.

Oath of office administered.

Nominations for the office of **Board Vice-President** are now open.

Board VP elect

Michele Calladine was nominated by Patrick Howland and seconded by
Monica Dean.

Michele Calladine

No further nominations were made.

Monica Dean, Board President moves that nominations be closed.

Poll vote called for by District Clerk. Poll vote for Michele Calladine.

Cindy Baker Yes No
Patrick Howland Yes No
Michele Calladine Abstain
Brian Perkins Yes No
Monica Dean Yes No

Michele Calladine appointed Vice -President of Board of Education.

Oath of office administered.

BOARD REORGANIZATIONAL ACTION FOR THE 2017-2018 SCHOOL YEAR:

1. Consideration of a motion to approve **Brian Perkins** as the **School Board/Teacher Staff Liaison**. Motion made by Monica Dean and seconded by Michele Calladine approving the School Board liaison. Passed by 4 votes of Yes. Brian Perkins - Abstain **School Brd/Tchr Staff Liaison, Brian Perkins**
 2. Consideration of a motion to approve **Cindy Baker** as the Allegany/Cattaraugus Association of **School Boards Delegate**. Motion made by Brian Perkins and seconded by Michele Calladine approving the School Boards Delegate. Passed by 4 votes of Yes. Cindy Baker - Abstain **School Boards delegate, Cindy Baker**
 3. Consideration of a motion to approve **Patrick Howland** as the Allegany/Cattaraugus Association of **School Boards Alternate**. Motion made by Michele Calladine and seconded by Cindy Baker approving the School Boards Alternate. Passed by 4 votes of Yes. Patrick Howland - Abstain **School Board Alternate, Patrick Howland**
- Consideration of a motion to approve **voting by consensus** on action items **4 through 65** for the 2017-2018 school year. Motion made by Michele Calladine and seconded by Brian Perkins. Passed by 5 votes of Yes **Consensus vote #4 - #65**
- Consideration of a motion **approving by consensus** the following appointments and authorizations (# 4 - 65) for the 2017-2018 school year. Motion made by Cindy Baker and seconded by Patrick Howland approving the consensus vote. Passed by 5 votes of Yes. **Approve by Consensus #4 - #65**
4. **Jamie Coyle, District Clerk.**
Oath of office administered.
 5. **Candace Cornell, Deputy District Clerk.**
Oath of office administered.
 6. **Linda Geer, District Treasurer.**
Oath of office administered.
 7. **Michele Brown, Tax Collector.**
Oath of office administered
 8. **Steuben Trust Co. of Andover, Deputy Tax Collector.**
 9. **Mary Lewis, Internal Claims Auditor.**
Oath of office administered
 10. **Jon Morris, Attendance Officer.**
Oath of office administered

11. **Dr. Kassas, School Physician.**
12. **Richardson & Pullen, P.C., (David Pullen), Andover Central School District's Attorney.**
13. **Hodgson and Russ LLP as Special Council (Andrew Freedman).**
14. **Candace Cornell, Treasurer of Student Activities Accounts.**
15. **Jon Morris, to be Co-Signer on Student Activities Account Checks.**
16. **Raymond F. Wager, LLP, Independent Auditors.**
17. **Jamie Coyle, Records Access Officer.**
18. **Linda Geer, Records Management Officer.**
19. **Andover Central School Audit Committee** consisting of all the members of the Andover Central Board of Education.
20. **Lawrence E. Spangenburg, Purchasing Agent.**
21. **Steuben Trust Company, J.P. Morgan Chase, and Five Star Bank as official depositories.**
22. **Official depositories** to accept all checks, drafts and other orders with respect to all funds of the school district bearing the signature of or the facsimile signature of **Linda Geer**.
23. **Regular Board Meetings** on the second and fourth Monday of each month at 6:30 PM (See supporting documents)
24. **Reorganizational Meeting** on July 9, 2018.
25. **Wellsville Daily Reporter** as the official newspaper.
26. **Lawrence E. Spangenburg to certify payrolls**
27. **Lawrence E. Spangenburg to approve conference, convention, workshop attendance.**
28. **Petty cash funds** of \$100.00 and authorize **Candace Cornell**, custodian for those funds.
29. **Lawrence E. Spangenburg to make transfers** up to \$20,000 between and within functional unit appropriations for teacher salaries and ordinary contingency expenses in accordance with the regulations of the Commissioner.

30. **Lawrence E. Spangenburg to serve as Local Education Authority** for state and federal funds
31. **Blanket bond** for the following personnel: Superintendent, District Clerk, Tax Collector, District Treasurer, School Attorney, Internal Claims Auditor, Activity Account Treasurer.
32. **All existing policies** of the Board of Education be validated until rescinded or amended. The policies of the Board of Education are only the written policies that are in the policy book as of this time and the student handbooks are considered a policy by the Board.
33. **Mileage** at 53.5 cents (.535).
34. **Co-CSE Chairpersons – Cassandra Lamphier and Jon Morris.**
35. **Co-CPSE Chairpersons – Cassandra Lamphier and Jon Morris.**
36. **504 Chairperson – Cassandra Lamphier.**
37. **CSE members** (See supporting documents)
38. **CPSE members** (See supporting documents)
39. **List of Impartial Hearing Officers** as per state listing.
40. **List of 3020A Panel members** as per state listing.
41. **Richard Bull, Title IX Officer.**
42. **Sheryl Dougherty, Title IX Officer.**
43. **Linda Geer to invest idle funds.**
44. **Substitute Salary Lists July 1, 2017 and December 31, 2017.**
(See supporting documents)
45. **Budget Calendar for School Year 2018-2019** (see supporting documents)
46. **Adult Education Instructors –**
Zachary Owen and Blair Buchholz
47. **School Lunch Reviewing Official – Carol Richmond.**
48. **School Lunch Verification Official – Richard Gill.**
49. **School Lunch Hearing Official – Lawrence E. Spangenburg.**
50. **Copyright Officer – Jon Morris**

51. **Designated Educational Official to receive court records and coordinate student's participation in programs (SAVE Legislation, Uniform Violence Reporting and NCLB) – Jon Morris.**
52. **School Pesticides Representative – Michael Hulse.**
53. **Toxic Substance Manager – Michael Hulse**
54. **Michael Hulse, Asbestos Designee.**
55. **Homeless Children & Youth liaison – Richard Bull**
56. **Chief Information Officer (CIO/DDC) – Richard Bull.**
57. **Dignity for All Students Act Coordinator (DASA) – Richard Bull.**
58. **Lead Evaluator for Teachers – Jon Morris.**
59. **Independent Evaluator for Teachers – Kathryn Cornell.**
60. **Lead Evaluator for Principal – Lawrence E. Spangenburg.**
61. **A REVENUE ANTICIPATION NOTE RESOLUTION. DELEGATING POWER TO THE PRESIDENT OF THE BOARD OF EDUCATION TO AUTHORIZE, FROM TIME TO TIME AND YEAR TO YEAR, THE ISSUANCE AND SALE OF REVENUE ANTICIPATION NOTES OF THE ANDOVER CENTRAL SCHOOL DISTRICT, NEW YORK, IN ANTICIPATION OF THE COLLECTION OF REVENUES.**

To better provide for the accomplishment of the purposes and goals of the Andover School District, be it resolved by the Board of Education of the Andover Central School District, New York, as follows:

Section 1. The power to authorize, from time to time and year to year, the issuance and sale of revenue anticipation notes of the Andover Central School District, New York, including renewals thereof, in anticipation of the collection of revenues to be received by the School District as state aid from the State of New York, is hereby delegated to the President of the Board of Education, the chief fiscal officer. Such notes shall be of such terms, and of such form and content as may be determined by said President of the Board of Education in accordance with the Local Finance Law of the State of New York.

Section 2. It is hereby determined that any notes which may be issued by the School District pursuant to this resolution in anticipation of the collection of such revenues to be received by the School District from the State of New York for any given fiscal

year shall be issued during such fiscal year or during the two weeks prior to the commencement of such fiscal year and otherwise in accordance with Section 25.00 of the Local Finance Law of the State of New York.

Section 3. The Vice President of the Board of Education or the District Clerk may execute such notes in place of the Board President if the Board President shall so designate.

Section 4. It is hereby determined and declared that it is the intent of this Board of Education that this resolution remain in full force and effect in perpetuity for the issuance of the aforesaid notes from year to year, until this resolution is modified, amended, rescinded, revoked or repealed by this Board.

Section 5. This resolution shall take effect immediately upon its adoption.

62. **Standard Work Day** (See attached)
63. **Lawrence E. Spangenburg as Notice of Claims Officer.**
64. **Lawrence E. Spangenburg** as delegate, and **Linda M. Geer** as the alternate delegate, to the **Board of Directors of the Allegany Cattaraugus Schools Medical Health Plan** for the 2017 – 2018 fiscal year.
65. **Linda Geer** as the delegate, and **Jamie Coyle** as the alternate delegate, to the **Workman's Compensation Board** for the 2017 – 2018 fiscal year.
66. Consideration of a motion to move to a regular Board of Education meeting at 6:40 pm. Motion made by Michele Calladine and seconded by Brian Perkins. Passed by 5 votes of Yes.

**Move to
Regular BOE Meeting**

PUBLIC COMMENT - None

BOARD INFORMATION

1. Budget Transfers – May 2017

Board Information

BOARD DIALOGUE

1. Michele Calladine mentioned that her son was very excited about the Summer STEM program.
2. Patrick Howland asked if the back driveway has ever had speed bumps as traffic speeds through there.
3. Cindy Baker asked how the band trip went. Monica Dean said she received positive feedback and the students had a great time.

Board Dialogue

BOARD REGULAR ACTION

1. Consideration of a motion to accept the **amended agenda** dated July 10, 2017. Motion made by Michele Calladine and seconded by Patrick Howland. Passed by 5 votes of Yes. **Amended Agenda 7/10/17**
2. Consideration of a motion to accept the **Minutes** of the Regular BOE meeting June 26, 2017. Motion made by Brian Perkins and seconded by Cindy Baker. Passed by 5 votes of Yes. **BOE Minutes 6/26/17**
3. Consideration of a motion to accept the **Treasurer's Report for May 2017**. Motion made by Cindy Baker and seconded by Brian Perkins. Passed by 5 votes of Yes. **Treasurer's Report**
4. Consideration of a motion to accept and implement the recommendations of the **504 Committee** dated June 12 and 28, 2017. Motion made by Michele Calladine and seconded by Patrick Howland. Passed by 5 votes of Yes. **504 Committee**
5. Consideration of a motion to accept and implement the recommendations of the **CSE Subcommittee** dated June 1 and 9, 2017. Motion made by Cindy Baker and seconded by Brian Perkins. Passed by 5 votes of Yes. **CSE Subcommittee**
6. Consideration of a motion to accept the **Warrant** dated June 1 – 15, 2017. Motion made by Cindy Baker and seconded by Patrick Howland. Passed by 5 votes of Yes. **Warrant – 6/1/17-6/15/17**
7. Consideration of a motion to accept the **Warrant for FNR6** dated June 1 – 15, 2017. Motion made by Michele Calladine and seconded by Brian Perkins. Passed by 5 votes of Yes. **FNR6 Warrant – 6/1/17-6/15/17**
8. Consideration of a motion authorizing the Superintendent to sign the **Agreement between the Andover Central School District and Hillside Children's Center for the 2017 – 2018 school year**. Motion made by Cindy Baker and seconded by Patrick Howland. Passed by 5 votes of Yes. **Hillside Children's Center Agreement 2017-2018**
9. Consideration of a motion authorizing the Superintendent to sign the **Memorandum of Understanding between YMCA of the Twin Tiers and Andover Central School effective July 10, 2017 to August 18, 2017**. Motion made by Brian Perkins and seconded by Michele Calladine. Passed by 5 votes of Yes. **YMCA of the Twin Tiers MOU 7/10/17-8/18/17**
10. Consideration of a motion to approve **Scott Mansfield as a 2017 STEM Summer School Teacher**. The pay rate will be in accordance with the current Andover Teacher's Association Contract. Motion made by Cindy Baker and seconded by Patrick Howland. Passed by 5 votes of Yes. **Scott Mansfield – 2017 STEM Summer School Teacher**
11. Consideration of a motion to approve **Jonah Crump as a 2017 Summer School Teacher to be paid through Literacy West**. **Jonah Crump – 2017 Literacy West Summer School Teacher**

NY, Inc. Motion made by Michele Calladine and seconded by Brian Perkins. Passed by 5 votes of Yes.

12. Consideration of a motion to approve **Melanie Cornell as a 2017 Summer Parent Volunteer through Literacy West NY, Inc.** Motion made by Cindy Baker and seconded by Michele Calladine. Passed by 5 votes of Yes. **Melanie Cornell – 2017 Literacy West Summer Parent Volunteer**
13. Consideration of a motion to approve **Grady Terhune as a 2017 Summer Student Volunteer through Literacy West NY, Inc.** Motion made by Patrick Howland and seconded by Brian Perkins. Passed by 5 votes of Yes. **Grady Terhune – 2017 Literacy West Summer Student Volunteer**
14. Consideration of a motion to approve **Logan Graham as a 2017 Summer Substitute Lifeguard.** Motion made by Michele Calladine and seconded by Cindy Baker. Passed by 5 votes of Yes. **Logan Graham – 2017 Summer Substitute Lifeguard**
15. Consideration of a motion to approve **Hanna Tormey as a 2017 Summer Volunteer Lifeguard.** Motion made by Brian Perkins and seconded by Patrick Howland. Passed by 5 votes of Yes. **Hanna Tormey – 2017 Summer Volunteer Lifeguard**
16. Consideration of a motion to **obsolete an Inflatable Air Mattress and donate it to the Andover Lions' Club.** Motion made by Michele Calladine and seconded by Patrick Howland. Passed by 5 votes of Yes. **Obsolete/Donate - Inflatable Air Mattress to Andover Lions' Club**
17. Consideration of a motion to **obsolete and sell at auction a Wood Futon.** Motion made by Brian Perkins and seconded by Cindy Baker. Passed by 5 votes of Yes. **Obsolete/Sell at Auction – Wood Futon**
18. Consideration of a motion to approve the **compensation for Jamie Coyle, District Clerk in the amount of \$2,500** effective July 1, 2017 to June 30, 2018. Motion made by Michele Calladine and seconded by Patrick Howland. Passed by 5 votes of Yes. **Jamie Coyle – 2017-2018 District Clerk compensation**
19. Consideration of a motion to approve the **compensation for Candace Cornell, Deputy Clerk in the amount of \$1,000** effective July 1, 2017 to June 30, 2018. Motion made by Cindy Baker and seconded by Brian Perkins. Passed by 5 votes of Yes. **Candace Cornell – 2017-2018 Deputy District Clerk compensation**
20. Upon the recommendation of the Superintendent and on a consideration of a motion made by Cindy Baker and seconded by Michele Calladine, **Erica Babbitt**, who holds an Initial New York State Teaching Certificate permitting her to teach in the Visual Arts certification area, is hereby **conditionally appointed to the position of full-time Art Teacher** in the tenure area of Art for a probationary period of four (4) years, to commence **September 1, 2017, and to end on September 1, 2021.** Eligibility for tenure at the end of the probationary period is **Erica Babbitt – Probationary Art Teacher Appointment**

dependent upon Erica Babbitt receiving APPR ratings of Effective or Highly Effective in 3 of 4 preceding years and no Ineffective composite or overall rating in the final year. The salary during the first year of this appointment will be paid at Step 1 in accordance with the current Andover Teacher's Association Collective Bargaining Agreement. Passed by 5 votes of Yes.

21. Consideration of a motion to approve **Seth Burton as a Substitute Bus Driver** for the 2017 – 2018 school year. Motion made by Patrick Howland and seconded by Brian Perkins. Passed by 5 votes of Yes.

**Seth Burton – 2017-2018
Substitute Bus Driver**

22. Consideration of a motion to appoint **Linda Geer as Title I / Grants Coordinator** for the 2017 – 2018 school year as per the 2017 – 2018 Consolidated Application. Motion made by Michele Calladine and seconded by Cindy Baker. Passed by 5 votes of Yes.

**Linda Geer – 2017-2018
Title I / Grants Coordinator**

23. Consideration of a motion that **Steuben Trust Company and Five Star Bank, as Official Depositories, have the following maximum amounts of allowable deposits:**

**Steuben Trust/Five Star
Bank Maximum Deposit
Amounts**

Steuben Trust Company -	\$15,000,000
Five Star Bank -	\$15,000,000

Motion made by Patrick Howland and seconded by Brian Perkins. Passed by 5 votes of Yes.

- 23a. Consideration of a motion to **change the pay rate for Will Tormey** from NYS Minimum Wage to \$15.00 per hour as per the approved Substitute Salary List. Motion made by Michele Calladine and seconded by Brian Perkins. Passed by 5 votes of Yes.

**Will Tormey –
pay rate change**

24. Consideration of a motion to **adjourn** at 6:56 PM. Motion made by Patrick Howland and seconded by Michele Calladine. Passed by 5 votes of Yes.

Adjourn