

CLYMER CENTRAL SCHOOL

Board of Education Meeting

H. S. Library

Date: November 20, 2018

Time: 7:00 PM

Call To Order

Pledge to the Flag

Presentation

Mr. Corey Markham & Ms. Rose Zinkowski- Essential Courses of Graduation

Amendments to the Agenda

Public Comment

Consent Items

- Approve Minutes of Previous Meeting**
- Approve Treasurer's Report**
- Approve Audit Report**
- Approve CSE Recommendation(s)**

Old Business

- **After 2nd reading, approve the following policy:**
 - **Sexual Harassment #6121**

New Business

- **Approve the Full Page Yearbook Ad \$368.00**
- **Approve the 2018-2021 Instructional Technology Plan**
- **Excise an Old Air Compressor (Donate to Senior Auction)**
- **Approve to put up a bid for GRIP-918A Machinist Lathe**
- **Adopt the Bond Resolution of Bond and Note Financing;
IRS-Driven Post-Issuance Tax Compliance Procedures**

Personnel Action

- **Approve the following substitute:**
Jaime Komenda

Reports

- **Board Reports**
 - **Publicity Video for Marketing the School**
- **Business Office Reports**
- **Principal's Report**
- **Superintendent's Report**

Adjournment

The regular monthly meeting of the Clymer Central School Board of Education was held on Tuesday, Nov. 20, 2018 in the H. S. Library.

Present: Mr. Mike Schenck
Mr. Maleski-absent
Mrs. Amanda Stapels
Mr. Edward Mulkearn
Mrs. Willowe Neckers

Staff: Mr. Edward Bailey
Ms. Kristin Irwin
Ms. Rose Zinkowski
Mr. Corey Markham
Mrs. Lynne Bemis
Mrs. Louann Bahgat

Guests: Bethany Collins, Erica Harvey, Amy Woods, Carole Siverling,

Mr. Schenck called the meeting to order at 7:01 PM.
Order

Call to

Mr. Schenck asked everyone to stand for the pledge to the flag.

Pledge

Mr. Corey Markham and Ms. Rose Zinkowski did a presentation about the Essential Presentation Courses of Graduation.

Mrs. Beth Collins stated they would like permission and support from the Board Of Education as well as work together to help promote the school.

Public
Comment

Mr. Schenck stated that we will make an amendment to the agenda to discuss this under New Business.

Mrs. Amy Woods asked if there has been any change with the two uncertified teachers or any activity of possible certified teachers who are interested.

Mr. Bailey stated that as far as he is aware that things are going well in the classroom.

Mrs. Amy Woods asked if it was still being marketed.

Mr. Bailey stated it is posted on the website.

Mr. Schenck asked for additions or deletions to the agenda.
There were one.

Add/Delete
To Agenda

1. Marketing Group

On a motion by Mrs. Neckers and a second by Mr. Mulkearn, the Board voted 4-0 to Consent
Approve the following consent items: Items

1. Minutes of October 15th, 17th, 31st 2018.
2. Treasurer's Report for October 2018
3. Audit Report for October 2018

On a motion by Mrs. Stapels and a second by Mrs. Neckers, the Board voted 4-0 to Policy #6121
Approve the following policy: Sexual Harassment #6121

On a motion by Mrs. Neckers and second by Mrs. Stapels, the Board voted 4-0 to Yearbook Ad
Approve the Full Page Yearbook Ad \$368.00.

On a motion by Mr. Mulkearn and second by Mrs. Neckers, the Board voted 4-0 to Tech Plan
Approve the 2018-2021 Instructional Tech Plan.

On a motion by Mr. Mulkearn and second by Mrs. Neckers, the Board voted 4-0 to Old Air
Approve to excise an old air compressor. (Donate to Senior Auction) Compressor

The Board discussed a minimum bid for the Lathe. (\$600.00)

On a motion by Mrs. Neckers and second by Mr. Mulkearn, the Board voted 4-0 to Machine
Approve to put up a bid for the GRIP-918A Machinist Lathe. Lathe

The following resolution was offered by Mrs. Neckers and seconded by Mr. Mulkearn, to-wit;

**RESOLUTION, DATED NOVEMBER 20, 2018, OF THE BOARD OF
EDUCATION OF THE CLYMER CENTRAL SCHOOL DISTRICT,
CHAUTAUQUA COUNTY, NEW YORK (THE "DISTRICT")
ADOPTING SEC-DRIVEN CONTINUING DISCLOSURE
COMPLIANCE PROCEDURES**

WHEREAS, Securities Exchange Commission ("SEC") Rule 15c2-12 (the "Rule") generally prohibits underwriters from purchasing or selling municipal securities unless the issuer of such securities has entered into a continuing disclosure obligation; and

WHEREAS, the District is a periodic issuer of municipal securities and thus has entered into continuing disclosure obligations (or will do so) from time to time; and

WHEREAS, Hodgson Russ LLP, as bond counsel to the District, has prepared and has recommended that the District adopt certain SEC-driven continuing disclosure compliance procedures; and

WHEREAS, the Board of Education deems it to be in the best interest of the District to adopt formal written procedures to help ensure continuing disclosure compliance, and to designate an official responsible for ensuring that such procedures are followed;

NOW THEREFORE, BE IT RESOLVED, that the District hereby adopts the continuing disclosure compliance procedures that are attached hereto as “Schedule A” and resolves to be governed thereby; and be it further

RESOLVED, that the below Schedule A will be placed in its entirety in the official records, files, and minutes of the District and adhered to going forward; and be it further

RESOLVED, that this resolution shall take effect immediately upon its adoption.

Schedule A

CLYMER CENTRAL SCHOOL DISTRICT CHAUTAUQUA COUNTY, NEW YORK

Continuing Disclosure Compliance Procedures for Tax-Exempt Bonds and Notes

- a. Purpose:** The purpose behind implementation of these continuing disclosure compliance procedures is to ensure that the **Clymer Central School District, Chautauqua County, New York** (the “Issuer”) (i) is compliant with its continuing disclosure obligations with respect to the securities it issues, pursuant to Rule 15c2-12, as amended (the “Rule”), promulgated under the Securities Exchange Act of 1934, as amended and (ii) makes accurate reports as to its compliance therewith in connection with its offerings of securities from time to time.
- b. Disclosure Compliance Officer Designation, Education and Training:** The Issuer will designate a “Disclosure Compliance Officer” who will be the primary official responsible for monitoring compliance with the continuing disclosure requirements listed in the Issuer’s continuing disclosure undertakings. The Disclosure Compliance Officer will attend training and educational seminars that are offered on an annual basis by the Issuer’s bond counsel (the law firm of Hodgson Russ LLP) and will consult with the Issuer’s bond counsel and municipal advisor as needed to keep current on Securities and Exchange Commission regulations and developments relating to continuing disclosure compliance for its obligations. **The Issuer’s designated Disclosure Compliance Officer is the School Business Manager, currently Louann Laurito-Bahgat, CPA.**
- c. Continuing Disclosure Obligations Review:** The Disclosure Compliance Officer is responsible for reviewing, with the Issuer’s municipal advisor, the Issuer’s continuing disclosure undertakings to determine the date(s) by which annual financial information and audited financial information, along with any required material events notices and, if applicable, failure to file notices, must be filed with the Municipal Securities Rulemaking Board’s Electronic Municipal Market Access (“EMMA”) system in accordance with the Rule.
- d. Preparation of Annual Financial Information and Audited Financial Statements:** If the Issuer’s continuing disclosure undertakings require the filing of annual financial information and audited financial statements with EMMA, the Disclosure Compliance Officer will coordinate with the Issuer’s auditor and municipal advisor to ensure that such documents are prepared and submitted in advance of the deadline for such filing.
- e. Monitoring Disclosure Compliance:** The Disclosure Compliance Officer will monitor the filing with EMMA of any and all documents required under the Issuer’s continuing disclosure undertakings through consultation with the Issuer’s municipal advisor and bond counsel when necessary.
- f. Correcting Potential Non-Compliance:** Upon discovery of potential or existing non-compliance with the Issuer’s continuing disclosure undertakings, the Disclosure Compliance Officer will promptly take steps,

including consultation with the Issuer's municipal advisor and bond counsel, to correct such non-compliance, such as by filing failure to file notices with EMMA.

g. Official Statements: The Disclosure Compliance Officer will review for accuracy and completeness any descriptions of the Issuer's continuing disclosure compliance history contained in the initial drafts of notices of sale or official statements that are promulgated by the Issuer in connection with its bond and note issues, and will inform the Issuer's municipal advisor and bond counsel of any potential inaccuracies or omissions within, so that any discovered inaccuracies or omissions in the draft document(s) can be corrected before such document(s) are finalized and distributed.

On a motion by Mr. Mulkearn and a second by Mrs. Stapels, the Board voted 4-0 to
Approve the following substitute.

Substitutes

Jaime Komenda-Teacher Aide

Reports

Mr. Schenck and the other board members discussed about creating a marketing group. Mr. Schenck stated that this group would create a publicity video for marketing the school. Mrs. Stapels and Mrs. Neckers Volunteered to participate in the group.

On a motion by Mrs. Stapels and second by Mrs. Neckers the Board voted 4-0 to
Create a marketing group.

Marketing
Group

Mr. Bailey discussed about the Capital Project and building aid. Mr. Bailey stated that they have put together a priority list of things that need to be done with maintenance on the school. Mr. Bailey discussed what some of the items are on the list, such as: the roof, the ceiling due to water coming in around the school which is causing damage. Mr. Bailey stated that we have 15 items on the list and that he is looking at around 4. Mr. Bailey stated that he sat down with Mr. Peters and Mrs. Bahgat to come up with the list. Mr. Bailey stated that Mr. Mulkearn should come in and take a look at the list to see if he agrees with it. Mr. Bailey stated that we have sent out invitations to architects.

Mrs. Bahgat stated that we sent out a RFP to 4 architects. Mrs. Bahgat stated we sent out one to the previous architect we have used and the others are new ones that came up on recommendations from other districts.

Mrs. Bailey asked Mrs. Bahgat to talk about why it is important to have a Capital Project.

Mrs. Bahgat discussed that with the tax cap there are inclusions for the amount of debt that exceeds the aid. Mrs. Bahgat stated if you slip the other way it decreases what you tax cap is. Mrs. Bahgat stated that we are going close to the flip. Mrs. Bahgat stated if we don't get a project in place then the 2% tax cap may go into a negative. Mrs. Bahgat stated this is going to happen within the next few years. Mrs. Bahgat stated it is important for us to get something going now because we don't want to lose our 2%. Mrs. Bahgat stated we don't ever want to go into the negative because that could really hurt us.

Mr. Schenck asked if this is just the starting stages.

Mrs. Bahgat stated that yes it is. Mrs. Bahgat discussed that we put the RFP's out to the architects and that we will hopefully pick one. Mrs. Bahgat stated the plan is to have something on the table for the voters to vote on by next year. Mrs. Bahgat stated we need to have the roof fixed if we plan on staying here for a long

period of time. Mrs. Bahgat stated it is already pass due. Mrs. Bahgat stated this is the best way to move forward because with us making fixes on these items we do not receive state aid on it. Mrs. Bahgat stated on a Capital Project about 80% comes out of aid and not out of our budget.

Mrs. Neckers asked if we always have to take the lowest bid.

Mr. Bailey stated no, we can pick whoever we want.

Mrs. Bemis stated that the FBLA put on their annual Veterans Day Breakfast which is planned by Lisa Perry. Mrs. Bemis also discussed that UPK Conferences were held today and K-6 will be held next week. Mrs. Bemis stated that the awards assembly will be next Friday.

Mr. Markham stated that they will be holding a mini pep rally for the Wolfpack. Mr. Markham stated that the Wolfpack plays noon on Friday. Mr. Markham stated that the Senior Play is coming up as well as the Senior Auction. Mr. Markham discussed that there will be a 7-12th ice cream awards recognition too.

Mr. Schenck asked if the football team would be getting a coach bus.

Mr. Bailey stated that they football team would be getting a coach bus. Mr. Bailey stated that the three schools will be splitting the cost of the coach bus and hotel rooms. Mr. Bailey stated this would be coming out of the athletic budget.

Mr. Bailey discussed that we are still in the process of looking for a school psychologist. Mr. Bailey stated that Mr. Markham has been making many phone calls and has spoken with State Ed. Mr. Bailey stated he has reached out to Dr. O'Rourke.

Mr. Bailey discussed that at the next board meeting we will be going over a new updated Narcan Policy.

On a motion by Mrs. Stapels and a second by Mrs. Neckers, the Board voted 4-0 to Adjourn at 8:04 PM.

Adjourn

Kristin Irwin, District Clerk