

BELLEVILLE HENDERSON CENTRAL SCHOOL

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"Home of the Panthers"



BELLEVILLE HENDERSON CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION

REGULAR MEETING MINUTES

January 9, 2017

The regular meeting of the Belleville Henderson Central School District was called to order in the Library at 7:00 p.m. by President Allen with the following members:

Present (7): John Allen, David Bartlett, Roger Eastman, Kurt Gehrke, Laurie Goodwin, Adam Miner and Gary Ramsdell.

Absent (0):

Others present: Rick Moore, Superintendent, Scott Storey, Building Principal, Sally Kohl, District Clerk and Karl Kofod, Director of Business and Finance.

PUBLIC PARTICIPATION

None

CALENDAR OF EVENTS

1/5	3:05 pm	Curriculum Council Meeting
1/9	7:00 pm	Board of Education Meeting
1/12	6:30 pm	PTO Meeting-Library
1/12-16		Winter Quebec City Trip
1/16		Martin Luther King Day-No School
1/17	2:30 pm	Health & Wellness/Pro Social Committee
1/19	3:05 pm	Technology Committee Meeting
1/20	7-10:00 pm	Dance Sponsored by the Senior Class
1/21	5:00 pm	All-Sports Booster Club Annual Alumni Volleyball and Basketball Games
1/23	7:00 pm	Board of Education Meeting
1/24-1/27		Regents Week
1/27		20-Week Report Cards Distributed
1/28	9 am- 2 pm	Winter Festival Bi-County Concert @ South Jefferson
1/28-29		FFA 212/360 Conference
1/30	3:05 pm	Grade Level Meeting
1/31	2:30 pm	Health & Wellness/Pro Social Committee
1/31	3:05pm	Safety Committee Meeting

COMMUNITY OF CARING UPDATE

The District Clerk reported to the Board on the passing of R. Gannet Eastman, Verna "Berd" Rogers and former student from the Class of 2008, Kendra Jo (Kiblin) O'Connor.

CONSENT AGENDA

1. Resolved that this Board of Education approve the following:

A. MINUTES

BHCSD Board of Education Meeting Minutes from 12/19/2016

B. WARRANTS

Warrant #8 Trust & Agency Fund

Warrant 13 General & School Lunch Fund

Warrant 13B General & School Lunch Fund

C. CSE/CPSE RECOMMENDATION(S)

Whereas the Board of Education received the following information and recommendation(s) from the Committee on Special Education reported on 12/16/2016.

Student number(s); 099210477, 99211058 and 099210590.

This report is on file with Erica Pettit-Chairperson of the Committee on Special Education.

D. BUILDING USE

Nicole Billman, BHCS Booster Club requests the use of the BHCSD gymnasium and concession stand on Saturday, January 21, 2017 from 4:30 pm-8:30 pm for annual volleyball and basketball alumni games. IT BEING UNDERSTOOD, that school activities will come first and activities will be coordinated with the District Office and Ashleigh Barnhart-Burto, Athletic Coordinator.

Motion made by: Adam Miner; Seconded by: Roger Eastman; Vote: 7-0.

PERSONNEL

2. APPOINTMENT OF SUBSTITUTE TEACHER

Resolved, that this Board of Education appoints **Rich Feistel** as substitute teacher. IT BEING UNDERSTOOD, that **Mr. Feistel** has had a criminal history background check, including fingerprinting, performed by the State Education Department.

Motion made by: Kurt Gehrke; Seconded by: Roger Eastman; Vote: 7-0.

3. APPOINTMENT OF SUBSTITUTE CLEANER

Resolved, that this Board of Education appoints **Jenny Walke** as substitute cleaner. IT BEING UNDERSTOOD, that **Ms. Walke** has had a criminal history background check, including fingerprinting, performed by the State Education Department.

Motion made by: Gary Ramsdell; Seconded by: Laurie Goodwin; Vote: 7-0.

BHCSD MINUTES FROM
12/19/2016

WARRANTS:

#8 T & A

**#13 GENERAL &
SCHOOL LUNCH FUND**

**#13B GENERAL &
SCHOOL LUNCH FUND**

**CSE/CPSE
RECOMMENDATIONS**

**BUILDING USE FOR
BHCS BOOSTER CLUB
FOR ALUMNI GAMES**

**APPROVE SUBSTITUTE
TEACHER-RICH
FEISTEL**

**APPROVE SUBSTITUTE
CLEANER-JENNY
WALKE**

NEW BUSINESS

4. CONTRACT WITH MORIC

Whereas, the Board of Education of the Belleville Henderson Central School District desires to enter into a 4 year contract with the Madison-Oneida BOCES in order for the Regional Information Center to furnish certain services to the District pursuant to Education Law 1950(4)(jj), those services being: CoSer 602 Administrative Computer Services.

NOW, THEREFORE, it is

Resolved, that the Board of Education of the Belleville Henderson Central School District agrees to enter into a contract with the Madison-Oneida BOCES for the provision of said services to the District not to exceed \$57,689.00 plus related borrowing fees, plus yearly Regional Information Center support during the term of this contract, finalized by the Superintendent, subject to the approval of the Commissioner of Education, for a period of 4 year(s); 2016-17, 2017-18, 2018-19, 2019-20.

Motion made by: David Bartlett; Seconded by: Gary Ramsdell; Vote: 7-0.

5. ITEMS FOR DISCARD OR DISPOSAL AND/OR PUBLIC SALE

Resolved, that upon the recommendation of the Superintendent, the Board of Education approves the following items to be considered for disposal and/or public sale:

Qty	Item	Qty	Item
2	Cannon Copier Model iR6055	1	Cannon Copier Model iR4045
1	Cannon Copier Model iR4025	1	Cannon Copier Model iR8085

Motion made by: Kurt Gehrke; Seconded by: Gary Ramsdell; Vote: 7-0.

6. APPROVE ATTENDANCE TO 212/360 CONFERENCE

Resolved, that this Board of Education approves pursuant to Board of Education Student Tours Policy (#8461), seven (7) BHCS Students and chaperones to attend the 212/360 Conference on January 28 & 29, 2017, as requested by Tedra Bean. A list of chaperones and students attending is on file with the District Clerk.

Motion made by: Laurie Goodwin; Seconded by: Kurt Gehrke; Vote: 7-0.

RESOLUTIONS HAND CARRIED IN TO MEETING:

7. PERMISSION TO SIGN MEMORANDUM OF UNDERSTANDING

Be it resolved, that this Board of Education authorizes the Superintendent to sign the Memorandum of Understanding between Belleville Henderson Central School District, Lyme Central School District and Cornell Cooperative Extension Association of Jefferson County for a 4-H After School Program for 1/17/2017-6/23/2017.

Motion made by: David Bartlett; Seconded by: Adam Miner; Vote: 7-0.

**CONTRACT WITH
MORIC**

**APPROVE ITEMS FOR
DISCARD OR DISPOSAL
AND/OR PUBLIC SALE**

**APPROVE ATTENDANCE
TO THE 212/360
CONFERENCE**

**RESOLUTIONS HAND
CARRIED IN TO
MEETING**

**PERMISSION TO SIGN
MOU WITH LYME &
CORNELL COOP. EXT.**

8. OVERTIME FOR NON-AFFILIATED EMPLOYEES

Upon the recommendation of the Superintendent, the Board of Education hereby approves the following verbiage for the Non-Affiliated Employees: Overtime shall be paid in accordance with the provisions of the Fair Labor Standards Act except for the following: Non-Affiliated employees requested by their supervisor to perform services of snow removal, emergency maintenance or additional regular maintenance in excess of eight (8) hours on a given day, shall be paid time and one-half for the hours worked on that day. (Example eight (8) hour shift plus three (3) hours, employee will be paid at the rate one and one-half times their regular hourly base rate for the three (3) additional hours worked on that day). This overtime rate of pay applies only to full-time, permanent 12 month employees of the District in the titles listed herein. The employee must submit to his supervisor on a time-sheet the additional hours worked over eight (8) hours for each day to be paid at the overtime rate. The additional hours for overtime set forth in this provision shall be done on a voluntary rotational basis.

Motion made by: Adam Miner; Seconded by: Gary Ramsdell; Vote: 7-0.

9. APPOINT SKI CLUB ADVISOR

Upon the recommendation of the Superintendent, the Board of Education appoints **Justin Montague** as Ski Club Advisor for at a stipend of \$305 for the 2016-17 school year.

Motion made by: Kurt Gehrke; Seconded by: Roger Eastman; Vote: 7-0.

POLICY

- Second reading of purchasing policy and purchasing procedure.
 - The Board discussed both the purchasing policy and procedure.

FOR THE BOARD'S REVIEW

- JL BOCES Board of Education Meeting Minutes from November 16, 2016
- The following additional non-resident students are attending Belleville Henderson Central School for the 2016-17 school year as recommended by the Building Principal:

NAME	GRADE	DISTRICT OF RESIDENCE	TUITION
Caleb O'Hagan	Kindergarten	South Jefferson	Waived
Danyel Johnson	2 nd	South Jefferson	Waived

OVERTIME FOR NON-AFFILIATED EMPLOYEES

APPOINT SKI CLUB ADVISOR

ADMINISTRATIVE REPORT(S)

- Mr. Moore reported that he will continue working with Mark Shevalier and Betty Ecker on the of a memory plaque for Elston Ecker .
- Mr. Moore would like the Board to consider the possibility of hosting Foreign Exchange Students

UPDATE TO BOARD OF EDUCATION QUESTIONS

- President Allen inquired about the number of remaining snow days and a plan in the event that we exceed the number of days allotted.
- Mr. Ramsdell would like to keep on top of the construction project punch list and make sure it is completed.
- Mrs. Goodwin would like to make sure that training is continually offered for all employees.

PUBLIC PARTICIPATION

None

PROPOSED EXECUTIVE SESSION

Resolved, that this Board of Education enter executive session at 7:49 pm to discuss:
Matters leading to the discipline of a particular person(s).
The employment history of a particular person(s)

Motion made by: Adam Miner,
Seconded by: Roger Eastman;
Vote: 7-0.

Mr. Moore, Mr. Storey, Mr. Kofod and the District Clerk were excused from Executive Session at 8:25 pm.

President Allen declared open session at 9:08 p.m.

ADJOURNMENT

Resolved, that at 9:10 pm that this meeting be adjourned.

Motion made by: David Bartlett; Seconded by: Roger Eastman; Vote: 7-0.

EXECUTIVE SESSION

OPEN SESSION

ADJOURNMENT

Official Meeting Minutes
Approved January 23, 2017

Respectfully Submitted,

Sally A. Kohl

Sally A. Kohl
District Clerk

Enc. # 2

BOARD OF EDUCATION OF BELLEVILLE HENDERSON CENTRAL SCHOOL
DECEMBER 22 2016 WARRANT # 8 TRUST & AGENCY FUND

CHECK #	CLAIMANT	PURPOSE	AMOUNT
1274	JEFFERSON LEWIS ET AL SCHOOL HEALTH PLAN	JANUARY HI PAYMENT	\$ 134,512.25
			\$ 134,512.25

To the District Treasurer:

I hereby certify that I have verified the above claims, 1 in number
in the total amount of **\$134,512.25**. You are hereby authorized and directed
to pay to the claimants certified above the amount of each claim allowed
and charge each to the proper fund.

12-27-2016
Date

Mary Konecny Claims Auditor
Signature

The Internal Claims Auditor for the District has
examined this invoice for correctness of purchases
(no taxes, bid item pricing correct, ect.)
Proof of Receiving MAF
Copy of Purchase Order MAF
Purchasing Agent Approval MAF
(When purchase order is not required)

Enc. #3

BOARD OF EDUCATION OF BELLEVILLE HENDERSON CENTRAL SCHOOL
DECEMBER 27, 2016 WARRANT #13 GENERAL & SCHOOL LUNCH FUND

CHECK #	CLAIMANT	PURPOSE	AMOUNT
11816	AIRGAS	LEASE RENEWAL	\$727.25
11817	ALLEN SANITATION	TRASH REMOVAL	\$513.00
11818	BADOUR, RICHARD	INSTRUMENT FIXING	\$70.00
11819	BARNHART-BURTO, ASHLEIGH	CHAPERONE/MILEAGE REIMBURSEMENT	\$218.90
1360	BALDWINVILLE CHEERLEADING BOOSTER CLUB	CHEERLEADING COMPETITION	\$100.00
11820	BEACH, RANDY	OFFICIAL	\$85.00
11821	BENEFIT SERVICES GROUP	FLEX PLAN	\$48.00
11822	BERTRAM, KAREN	CHAPERONE	\$200.00
1220163581	BHCS TRUST & AGENCY FUND	JANUARY 2017 DISTRICT SHARE HI	\$111,415.10
11823	BLACK RIVER PAPER CO	MISC SUPPLIES	\$869.25
11824	BOUCHARD, PATRICK	OFFICIAL	\$120.73
11825	CASTERS SAWMILL	LUMBER	\$1,049.98
11826	CDW-G	COMPUTER SUPPLIES	\$358.00
11827	CDW-G	COMPUTER SUPPLIES	\$230.00
11828	CENTRAL RESTAURANT PRODUCTS	CAFETERIA SUPPLIES	\$286.66
11829	CHRISTMAN FUEL SERVICE	FUEL/DIESEL	\$2,634.73
11830	CINTAS CORPORATION	UNIFORM SERVICES	\$35.93
11831	CINTAS CORPORATION	UNIFORM SERVICES	\$34.97
11832	CONVERSE LABORATORIES	TESTING FEES	\$240.00
1358	CNY CHEERLEADING	CHEERLEADING COMPETITION	\$110.00
11833	DENNY, WARREN	OFFICIAL	\$81.00
52168350	DEPOSITORY TRUST COMPANY	BOND PAYMENT	\$74,990.63
11834	EDTECH TEAM	LEARNING TOOLS	\$276.00
11835	EVERYTHING MEDICAL	HEALTH/FIRST AID SUPPLIES	\$679.03
1363	FIRST BANKCARD	CREDIT CARD	\$68.95
1364	FIRST BANKCARD	CREDIT CARD	\$4,167.86
11836	FRONTIER	PHONE CHARGES	\$681.58
1361	FULTON CHEER BOOSTERS	CHEERLEADING COMPETITION	\$95.00
11837	GREENE, MATTHEW	SCOREBOARD OPERATOR	\$200.00
11838	GRIFFITH ENERGY	FUEL/DIESEL	\$451.98
11839	HALDEMAN, JERI	CHAPERONE	\$200.00
11840	HAYLOR FREYER COON	AUTOMOBILE INSURANCE	\$256.00
11841	HILLYARD INC	INSTRUCTIONAL PAPER	\$113.93
11842	HILLYARD FLOOR CARE SUPPLY	MISC SUPPLIES	\$3,082.30
11843	HOERING, JOHAL	OFFICIAL	\$81.00
1362	INDIAN RIVER ATHLETIC BOOSTER CLUB	CHEERLEADING COMPETITION	\$85.00
1356	KLEIBOER, SALLY	CLEANING SUPPLIES	\$135.91
11844	KONOP, DAVID	OFFICIAL	\$64.00
11845	KOWALICK, KIMBERLY	OFFICIAL	\$103.88
11846	LEFEVRE JR, ROBERT	OFFICIAL	\$85.00
11847	MANOR, GUY	OFFICIAL	\$87.76
11848	MARK'S PLUMBING PARTS	PARTS/SERVICE	\$500.00
11849	MCCABE SUPPLY	PARTS/SERVICE	\$249.60
11850	MCCARGAR, DIANNE	OFFICIAL	\$103.00
11851	MCNETT, MAGGIE	CHAPERONE	\$50.00
11852	METCO	TECH SUPPLIES	\$133.05
11853	MILES, WILLIE	OFFICIAL	\$128.00
1357	CUNLIFFIE, MINDY	LUNCH REIMBURSEMENT	\$11.75
11854	MORALES, MICHELLE	CHAPERONE	\$50.00
11855	MORAN, MICHAEL	OFFICIAL	\$64.00
1365	PARVESE, JACK	OFFICIAL	\$161.00
11857	PIONEER MANUFACTURING COMPANY	PARTS/SERVICE	\$75.00
11858	PITKIN, NOLAN	OFFICIAL	\$86.00
11859	RORICK, JASON	OFFICIAL	\$147.10
11860	REMINGTON REFRIGERATION	PARTS/SERVICE	\$320.00
11861	ROGERS, WILLIAM	OFFICIAL	\$104.36
11862	SEEBER, ROBERT	OFFICIAL	\$85.00
11896	SEYMOUR, STEVE	OFFICIAL	\$99.20
11864	SCHOOL SAVERS	COMPUTER SUPPLIES	\$1,427.30
11865	SCOVILLE, KAREN	CHAPERONE	\$50.00
11866	STUCKEY, ZOE	SCOREBOARD OPERATOR	\$50.00
11867	THOMAS, REBECCA	LUNCH REIMBURSEMENT	\$15.75
11868	TIME WARNER CABLE	CABLE SERVICES	\$163.74
11869	WESCO	MISC SUPPLIES	\$558.14
11870	WHITNEY, RONALD	CHAPERONE/SCOREBOARD OPERATOR	\$200.00

\$210,166.30

To the District Treasurer:

I hereby certify that I have verified the above claims, 65 in number
in the total amount of \$210,166.30. You are hereby authorized and directed
to pay to the claimants certified above the amount of each claim allowed
and charge each to the proper fund.

12-28-2016

Date

Signature

Claims Auditor

Enc. #4

BOARD OF EDUCATION OF BELLEVILLE HENDERSON CENTRAL SCHOOL
DECEMBER 22 2016 WARRANT #13B GENERAL & SCHOOL LUNCH FUND

CHECK #	CLAIMANT	PURPOSE	AMOUNT
	Abbott, Suzanne	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Barnard, James	OCT NOV DEC MEDICAID REIMBURSEMENT	\$629.40
	Berger, Diane	OCT NOV DEC MEDICAID REIMBURSEMENT	\$375.00
	Bolton, Kay	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Bovee, Franklin	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Brown, Howard	OCT NOV DEC MEDICAID REIMBURSEMENT	\$629.40
	Bundy, David	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Carr, Sharon W.	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Clafin, Joyce	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Cobb, Nancy	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Coons, Richard	OCT NOV DEC MEDICAID REIMBURSEMENT	\$629.40
	Crossley, Joyce	OCT NOV DEC MEDICAID REIMBURSEMENT	\$629.40
	Docteur, Verna	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	DuMond, Regina	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Dunbar, Jamie	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Durant, Cindy	OCT NOV DEC MEDICAID REIMBURSEMENT	\$730.80
	Fargo, Ann	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Furman, Howard	OCT NOV DEC MEDICAID REIMBURSEMENT	\$629.40
	Gerace, Jean	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Golding, Eva	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Grimshaw, Susan	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Hale, Gerald	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Hamilton, Martha	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Harrington, George	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Hunneyman, Lynn	OCT NOV DEC MEDICAID REIMBURSEMENT	\$629.40
	Jacobs, Margaret	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Johnston, Bethany	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Jones, Stephen	OCT NOV DEC MEDICAID REIMBURSEMENT	\$365.40
	LaLonde, Gilbert	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	LaLonde, Sherrill	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Martelle, Gretchen	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	McNitt, Joanne	OCT NOV DEC MEDICAID REIMBURSEMENT	\$629.40
	Montague, Caryn	OCT NOV DEC MEDICAID REIMBURSEMENT	\$629.40
	Morenus, Catherine	OCT NOV DEC MEDICAID REIMBURSEMENT	\$629.40
	Phillips, Arthur	OCT NOV DEC MEDICAID REIMBURSEMENT	\$402.00
	Pope, Dolores	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Rendleman, Nancy	OCT NOV DEC MEDICAID REIMBURSEMENT	\$629.40
	Richmond, Charlotte	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Rogers, Verna	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Rudes, Sue	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Stoodley, Clark W.	OCT NOV DEC MEDICAID REIMBURSEMENT	\$629.40
	Thomas, Susan	OCT NOV DEC MEDICAID REIMBURSEMENT	\$629.40
	Trowbridge, Peter	OCT NOV DEC MEDICAID REIMBURSEMENT	\$629.40
	Wait, Glenda J.	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	White, Lavonne	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Whitney, Marthe	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Wiggins, Lorraine	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Wilson, Bruce	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70
	Wyand, Dean	OCT NOV DEC MEDICAID REIMBURSEMENT	\$314.70

\$20,125.80

To the District Treasurer:

I hereby certify that I have verified the above claims, 49 in number
in the total amount of \$20,125.80. You are hereby authorized and directed
to pay to the claimants certified above the amount of each claim allowed
and charge each to the proper fund.

12-27-2016

Date

Mary Fowler
Signature

Claims Auditor

The Internal Claims Auditor for the District has
examined this invoice for correctness of purchases
(no taxes, bid item pricing correct, ect.)
Proof of Receiving MF
Copy of Purchase Order MF
Purchasing Agent Approval MF
(When purchase order is not required)