

# BELLEVILLE HENDERSON CENTRAL SCHOOL

8372 County Route 75

Adams, New York 13605

Office: 315-846-5411

Guidance Office: 315-846-5825

District Office: 315-846-5826

Fax: 315-846-5617

"Home of the Panthers"



## BELLEVILLE HENDERSON CENTRAL SCHOOL DISTRICT

### BOARD OF EDUCATION

### REGULAR MEETING MINUTES

March 13, 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 (6): John Allen, Roger Eastman, Kurt Gehrke, Laurie Goodwin, Adam Miner and Gary Ramsdell.

Absent (1): David Bartlett,

Others present: Rick Moore, Superintendent, Scott Storey, Building Principal, Sally Kohl, District Clerk. Brianne Kirchoff, Business Manager, Megan Miller and Alice Draper.

### PRESENTATIONS

None

### PUBLIC PARTICIPATION

Megan Miller introduced herself and brought her concerns to the Board.

At that time executive session was proposed.

Resolved, that this Board of Education enter executive session at 7:10 pm to discuss matters leading to discipline of particular person(s).

Motion made by: Kurt Gehrke;

Seconded by: Roger Eastman;

Vote: 6-0.

The Board invited Ms. Miller to stay for executive session.

President Allen declared open session at 7:16 pm.

Mrs. Alice Draper spoke to the Board regarding their support for a nomination for the JL BOCES Board of Education seat. Mrs. Draper has been a member of the JL BOCES Board of Education for 10 years.

### CALENDAR OF EVENTS

3/9	6:30 pm	PTO Meeting-Library
3/10 & 11	7:00 pm	School Musical-Guys & Dolls
3/12		Daylight Savings Time
3/13	7:00 pm	Board of Education Meeting
3/16	3:05 pm	Technology Committee Meeting
3/20		Modified Sports Begin
3/21	2:30 pm	Health & Wellness/Pro Social Committee

3/22 Utica National Safety Workshop  
3/27 3:05 pm Grade Level Meeting  
3/27 7:00 pm Board of Education Meeting  
3/28-30 NYS ELA Testing for Grades 3-8  
3/28 3:05 pm Safety Committee Meeting  
3/29 6:00 pm NHS Senior Recognition Night & WHS  
4/6 BHCS Art Show-BHCS Gymnasium  
4/6 3:05 pm Curriculum Council Meeting  
4/6 7:00 pm Spring Concert Band  
4/10 7:00 pm Board of Education Meeting  
4/12 5:00 pm Annual Dinner Meeting and BOCES Tour  
Mr. Storey added to the calendar of events; Junior Glow Dance on Friday, March 31<sup>st</sup>.

### **COMMUNITY OF CARING UPDATE**

The District Clerk reported to the Board the passing of 3 community members. Pat Eastman passed away Sunday, March 5<sup>th</sup>. Michael Abbott passed away Sunday, March 12<sup>th</sup>, Mike was a former custodian for Belleville. Howard Brown passed away this morning. Howard drove bus for 27 years before retiring in 1995. Howard is also the grandfather to former Board Member, Russ Brown. Condolences are extended to all of the families.

### **CONSENT AGENDA**

1. Resolved that this Board of Education approve the following:
  - A. **MINUTES**  
BHCS Board of Education Meeting Minutes from February 27, 2017.
  - B. **WARRANTS**  
Warrant # 10 Trust & Agency Fund  
Warrant# 12 Capital Fund  
Warrant #17 General & School Lunch Fund
  - C. **CSE/CPSE RECOMMENDATION**  
Whereas the Board of Education received the following information and recommendations from the Committee on Special Education reported on 03/01/2017.  
Student numbers; 005050300, 001031300, 000010600, 003031900, 005052500, 099210913, 099210432 and 099022000.  
This report is on file with Erica Pettit, Chairperson of the Committee on Special Education.
  - D. **BUILDING USE REQUEST**  
BHCS Booster Club requests the use of cafeteria and gymnasium the annual sports banquet on Tuesday June 6, 2017 from 3:00 pm -9:00 pm.  
IT BEING UNDERSTOOD, that school activities will come first and activities will be coordinated with the District Office.  
Kristin Vaughn, South Jeff Girls Softball League requests the use of gymnasium and athletic fields for youth softball practices and games from April 1 - June 23, 2017 from 6:00 pm -8:30 pm.  
IT BEING UNDERSTOOD, that school activities will come first and activities will be coordinated with the District Office.

### **CONSENT AGENDA BHCS BOE MINUTES 2/27/2017**

### **WARRANTS: #10 TRUST & AGENCY #12 CAPITAL FUND #17-GENERAL & SCHOOL LUNCH FUND**

### **CSE/CPSE RECOMMENDATIONS**

### **BUILDING USE REQUESTS: BOOSTER CLUB- SPORTS BANQUET**

### **SOUTH JEFF GIRLS SOFTBALL LEAGUE- PRACTICES & GAMES**

Motion made by: Roger Eastman;  
Seconded by: Gary Ramsdell;  
Vote: 6-0.

**PERSONNEL**

**2. RESIGNATION**

Resolved, that this Board of Education accepts, with regret, the resignation of **Steven Cote**, effective April 2, 2017.

Motion made by: Kurt Gehrke;  
Seconded by: Roger Eastman;  
Vote: 6-0.

**3. APPROVE SUBSTITUTE BUS DRIVER**

Resolved, that this Board of Education appoints **Steven Cote** as a substitute bus driver.

Motion made by: Roger Eastman;  
Seconded by: Kurt Gehrke;  
Vote: 6-0.

**4. APPROVE SUBSTITUTE SUPPORT STAFF**

Resolved, that this Board of Education appoints **Maria Terry** as substitute support staff.

IT BEING UNDERSTOOD, that **Ms. Terry** has had a criminal history background check, including fingerprinting, performed by the State Education Department.

Motion made by: Adam Miner;  
Seconded by: Laurie Goodwin;  
Vote: 6-0.

**5. APPOINTMENT OF VARSITY SOFTBALL ASSISTANT COACH**

Resolved, that this Board of Education, upon the recommendation of the Superintendent, appoint **Dan Hess** as **Varsity Softball Assistant Coach** 2016-17 school year.

Motion made by: Kurt Gehrke;  
Seconded by: Gary Ramsdell;  
Vote: 6-0.

**6. APPOINTMENT OF JV SOFTBALL ASSISTANT COACH**

Resolved, that this Board of Education, upon the recommendation of the Superintendent, appoint **Katelyn Costello** as **JV Softball Assistant Coach** 2016-17 school year.

Motion made by: Adam Miner;  
Seconded by: Roger Eastman;  
Vote: 6-0.

**RESIGNATION-STEVE  
COTE**

**APPROVE  
SUBSTITUTE BUS  
DRIVER-STEVEN COTE**

**APPROVE  
SUBSTITUTE  
SUPPORT STAFF**

**APPOINT ASSISTANT  
COACHES:**

**Varsity Softball-  
DAN HESS**

**JV Softball-  
KATELYN COSTELLO**

7. APPOINTMENT OF MODIFIED SOFTBALL ASSISTANT COACH

Resolved, that this Board of Education, upon the recommendation of the Superintendent, appoint **David Winters** as **Modified Softball Assistant Coach** 2016-17 school year.

Motion made by: Kurt Gehrke;  
Seconded by: Laurie Goodwin;  
Vote: 6-0.

8. APPROVE VOLUNTEER VARSITY BASEBALL ASSISTANT COACH

Resolved, that this Board of Education, upon the recommendation of the Superintendent, approve **Shawn Maloney** as **Volunteer Varsity Baseball Assistant Coach** 2016-17 school year.

Motion made by: Laurie Goodwin;  
Seconded by: Adam Miner;

Mr. Storey explained that after clarifying with Mr. Maloney, he will be available more than anticipated and would like to be a paid assistant.

Motion made to strike the word volunteer from resolution #8: Kurt Gehrke;  
Seconded by: Adam Miner;

AMENDED #8:

Resolved, that this Board of Education, upon the recommendation of the Superintendent, appoint **Shawn Maloney** as **Varsity Baseball Assistant Coach** 2016-17 school year.

Vote for resolution as amended: 6-0.

NEW BUSINESS

9. NOMINATION FOR JL BOCES BOARD OF EDUCATION

Resolved, that this Board of Education nominates Alice Draper as candidate for the Jefferson Lewis BOCES Board of Education member for the period of July 1, 2017 through June 30, 2020.

Motion made by: Kurt Gehrke;  
Seconded by: Roger Eastman;  
Vote: 6-0.

POLICY

Mr. Allen asked Board Members to let him know if there are any policies that they would like to bring up for review.

FOR THE BOARD'S REVIEW

Annual Dinner Meeting

- Wednesday, April 12, 2017

Save the Date for Commissioner Elia's visit

- Monday, April 10, 2017

APPOINT ASSISTANT  
COACHES:

MODIFIED SOFTBALL-  
DAVID WINTERS

VARSITY BASEBALL-  
SHAWN MALONEY

NOMINATION FOR  
JLBOCES BOE-ALICE  
DRAPER

**ADMINISTRATIVE REPORT(S)**

Ms. Kirchoff and the Board discussed the established budget.

**UPDATE TO BOARD OF EDUCATION QUESTIONS**

Mr. Ramsell asked about the abatement payment and an asbestos free certificate from Aubertine and Currier.

**PUBLIC PARTICIPATION**

Mrs. Draper added to the community of caring report that Patricia O'Driscoll, retired BOCES Business Manager, passed away

**PROPOSED EXECUTIVE SESSION**

Resolved, that this Board of Education enter executive session at 7:50 pm to discuss:

- Matters leading to discipline of particular person(s).
- Matters leading to employment history of particular person(s).

Motion made by: Laurie Goodwin;

Seconded by: Roger Eastman;

Vote: 6-0.

Mr. Storey, Ms. Kirchoff and Mrs. Kohl were excused at 8:00 pm

President Allen declared open session at 8:10 p.m.

The Board discussed budget items pertaining to facility planning and equipment and conflicts with the BOE meeting schedule.

The Board also complimented Mrs. Scherer and the entire musical staff on a job well done with the production of *Guys and Dolls*.

**10. AMEND BOE MEETING DATES**

Resolved, that this Board of Education make the following changes to their meeting dates:

Cancel meetings:

- March 27, 2017
- April 10, 2017

Add to the schedule:

- April 3, 2017

Motion made by Roger Eastman;

Seconded by: Adam Miner;

Vote: 6-0.

**ADJOURNMENT**

Resolved, that at 8:21 pm that this meeting be adjourned.

Motion made by: Kurt Gehrke;

Seconded by: Roger Eastman;

Vote: 6-0.

EXECUTIVE SESSION

OPEN SESSION

CHANGE TO BOE  
MEETING DATES

ADJOURNMENT

Official Meeting Minutes  
Approved 4/3/2017  
Respectfully Submitted,  
Sally Kohl  
District Clerk

ENC. #2  
March 13, 2017

BOARD OF EDUCATION OF BELLEVILLE HENDERSON CENTRAL SCHOOL  
February 28, 2017      WARRANT #10      Trust & Agency

Check #	CLAIMANT	PURPOSE	AMOUNT
1292	Jefferson-Lewis Et Al Schools Health Plan	March 2017 Health Insurance-District Share	\$ 130,733.15

\$ 130,733.15

To the District Treasurer:

I hereby certify that I have verified the above claims, 1 in number  
in the total amount of **\$130,733.15**. 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.

2-28-2017  
Date

Mary Foner  
Signature

Claims Auditor

PO# COPY

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)

ENC. #3  
March 13, 2017

BOARD OF EDUCATION OF BELLEVILLE HENDERSON CENTRAL SCHOOL  
February 28, 2017      WARRANT #12      CAPITAL FUND

Check #	CLAIMANT	PURPOSE	AMOUNT
1086	Sullivan Contracting, Inc.	Contract #3: Bus Garage Crawlspace	\$ 25,500.00
			\$ 25,500.00

To the District Treasurer:

I hereby certify that I have verified the above claims, 1 in number  
in the total amount of **\$25,500.00**. 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.

2-28-2017  
Date

Mary Forester  
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)

March 13, 2017

BOARD OF EDUCATION OF BELLEVILLE HENDERSON CENTRAL SCHOOL  
MARCH 7 2017 WARRANT #17 GENERAL & SCHOOL LUNCH FUND

CHECK #	CLAIMANT	PURPOSE	AMOUNT
12056	ALLEN SANITATION SERVICE	TRASH REMOVAL	\$ 513.00
228174118	BH TRUST & AGENCY	MARCH 2017 DISTRICT SHARE HI	\$ 109,862.10
12057	BENEFIT SERVICES GROUP	FLEX PLAN	\$ 59.00
12058	BERTRAM, KAREN	CHAPERONE	\$ 100.00
12059	BIMBO FOODS	BREAD/ROLLS	\$ 306.84
12060	BLACK RIVER PAPER COMPANY	CUSTODIAL SUPPLIES	\$ 1,522.90
12061	BLACK RIVER VALLEY SCHOOL WORKERS COMP	PREMIUM CONTRIBUTIONS	\$ 12,449.46
12062	BLUNDEN, DANIELLE	SCOREKEEPER	\$ 52.00
12063	BOUCHARD, PATRICK	OFFICIAL	\$ 259.25
12065	CHRISTMAN FUEL SERVICE	FUEL/DIESEL	\$ 2,529.58
1387	CICI PIZZA BUFFET	3RD GRADE FIELD TRIP	\$ 204.00
12066	CINTAS CORPORATION	UNIFORM SERVICES	\$ 116.17
12067	EASTMAN, REBECCA	REIMBURSEMENT FOR TEXTBOOKS	\$ 87.80
1384	FIRST NATIONAL BANK OF OMAHA	CREDIT CARD	\$ 740.27
12068	FOWLER, WILLIAM	OFFICIAL	\$ 69.35
12069	FRONTIER	PHONE CHARGES	\$ 667.22
12070	GAGAN, SHAWN	REIMBURSEMENT FOR GAS FOR DISTRICT VEHICLE	\$ 92.80
12071	GREENE, MATT	SCOREKEEPER	\$ 208.00
12072	GREENE, OD	SUPPLIES	\$ 1,787.19
12074	GRIFFITH ENERGY	FUEL/DIESEL	\$ 1,363.94
12075	HALDEMAN, JERI	CHAPERONE	\$ 50.00
12076	HEDRICK MUSIC INC	MCGRATH-MATERIALS	\$ 253.71
12077	HERMITAGE ART COMPANY	BULLETINS	\$ 69.50
12078	HERSHEYS CREMERY CO	ICE CREAM	\$ 387.12
12079	HILLYARD INC	MISC SUPPLIES-KIBLIN	\$ 301.72
12080	HOBART FOOD EQUIPMENT	SERVICES RENDERED	\$ 651.71
12081	HYMAN, TODD	OFFICIAL	\$ 55.50
1388	JEFFERSON LEWIS BOCES	FEBRUARY 2017 BILL	\$ 153,876.79
1389	JEFFERSON LEWIS BOCES	LEGAL SERVICES	\$ 176.00
1385	JEFFERSON LEWIS SCHOOL BOARD ASSOCIATION	SENIOR RECOGNITION	\$ 84.00
12084	JOHNSTON, BR	KEYS	\$ 480.00
12085	KONOP, DAVID	OFFICIAL	\$ 158.06
12088	LEE, BRYAN	OFFICIAL	\$ 66.94
12086	LEFEVRE JR, ROBERT	OFFICIAL	\$ 111.00
12087	LEFEVRE SR, ROBERT	OFFICIAL	\$ 66.06
12089	LEF	SUPPLIES-DOLDO	\$ 352.00
12090	LOOMIS, SHARLENE	CHAPERONE	\$ 50.00
12091	MARKS PLUMBING PARTS	PARTS/SUPPLIES	\$ 1,021.59
12092	MARLOWE, KATHLEEN	CHAPERONE	\$ 50.00
12093	MCCABES SUPPLY	SUPPLIES	\$ 1,652.74
12094	MILES, WILLIE	OFFICIAL	\$ 55.50
12095	MORALES, MICHELLE	CHAPERONE	\$ 50.00
1390	NEW YORK BUS SALES	BUS PARTS	\$ 292.26
12097	NORTHERN GLASS COMPANY	DOOR/DOOR PARTS	\$ 891.33
12098	PERMA BOUND BOOKS	O'HAGAN-MATERIALS	\$ 116.82
12099	QUALITY MICROSCOPE & BALANCE	STREETER-REPAIR	\$ 283.50
12100	RIORDAN, MARISA	REIMBURSEMENT FOR MILEAGE	\$ 44.00
12101	RYDER, RICHARD	REIMBURSEMENT FOR FINGERPRINTING-BUS DRIVER	\$ 99.00
12102	SCOVILLE, KAREN	CHAPERONE	\$ 100.00
12103	ST LAWERENCE SUPPLY	INSTITUTIONAL PAPER	\$ 1,035.75
12104	STREETER, HEATHER	CHAPERONE-DANCE	\$ 50.00
12105	THOMAS, REBECCA	REIMBURSEMENT FOR MEAL	\$ 8.75
12106	UNIVERISTY OF OREGON	DIBELS DATA SYSTEM BILLING	\$ 196.00
12107	WESCO	SUPPLIES	\$ 623.69
12108	VANCOUGHNETT, ROBERT	OFFICIAL	\$ 175.00
			\$ 296,926.91

To the District Treasurer:

I hereby certify that I have verified the above claims, 64 in number  
in the total amount of \$296,926.91. 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.

3-8-2017

Signature

*Mary Konecny*

Claims Auditor