

BOARD OF EDUCATION
BELLEVILLE HENDERSON CENTRAL SCHOOL DISTRICT

ORGANIZATIONAL MEETING

Meeting Minutes

JULY 11, 2016

The District Clerk led with the Pledge of Allegiance.

The Re-Organizational Meeting was called to order in the Library at 7 p.m. by the District Clerk.

The following members present (6): John Allen, David Bartlett, Roger Eastman, Kurt Gehrke, Adam Miner and Gary Ramsdell.

Absent (1): Laurie Goodwin

Others present: Rick Moore, Superintendent, Scott Storey, Building Principal, Sally A. Kohl, District Clerk, Karl Kofod, Director of Business and Finance, Dominic D'Imperio, School Attorney, Jerry Whitney, Marte Whitney, Ron Whitney, Noah Sugden, Sarah Sugden, Hannah Sugden, Ashley Green, David Green, Pete Trowbridge, Shawn Maloney, Carry Maitland, Mia Maitland, Jayda McNett, Owen McNett, Maggie McNett, March Brown, Ashleigh Barnhart-Burto, Mia Hogan, Rod Richmond, Kristin Vaughn, Eric Vaughn, Emma Vaughn, Zoe Stuckey, Jeff Remington, Michelle Remington, David Winters and Jessica Winters.

An examination of the minutes of the Annual Meeting shows the following members elected for specified period of years:

| <u>CURRENT MEMBERS</u> | <u>ANNUAL VOTING DATE</u> | <u># of YEARS</u> | <u>TERM PERIOD</u> |
|-------------------------------|----------------------------------|--------------------------|---------------------------|
| David Bartlett | May 17, 2016 | 5 | 2016-2021 |
| Adam Miner | May 19, 2015 | 5 | 2015-2020 |
| Kurt Gehrke | May 20, 2014 | 5 | 2014-2019 |
| Gary Ramsdell | May 20, 2014 | 5 | 2014-2019 |
| Roger Eastman | May 21, 2013 | 5 | 2013-2018 |
| Laurie Goodwin | May 21, 2103 | 5 | 2013-2018 |
| John Allen | May 15, 2012 | 5 | 2012-2017 |

The District Clerk administered the Oath of Office to Mr. David Bartlett Board of Education Member, who was reelected on May 17, 2016 to a five-year term from 2016-2021.

DAVID BARTLETT-
OATH OF OFFICE

The District Clerk asked for nominations for President of the Board of Education for the school year of 2016-17.

David Bartlett nominated John Allen for President; the motion was seconded by Roger Eastman.

The District Clerk asked for any other nominations for President. After hearing none a motion was made by Roger Eastman and seconded by David Bartlett to elect John Allen as President of the Belleville Henderson Board of Education for the 2016-17 school year. John Allen was elected as President with 5 aye votes and (1) John Allen abstaining.

JOHN ALLEN ELECTED
AS PRESIDENT

The District Clerk administered the Oath of Office to President Allen.

PRESIDENT-OATH OF
OFFICE

President Allen asked for nominations for Vice-President. Gary Ramsdell made a motion to elect Adam Miner as Vice President; the motion was seconded by Roger Eastman. President Allen asked for any other nominations for Vice President. After hearing none, a motion was made by Roger Eastman and seconded by Gary Ramsdell to elect Adam Miner as Vice President of the Belleville Henderson Central School District Board of Education for the 2016-17 school year. Adam Miner was elected as Vice President with 5 aye votes and (1) Adam Miner abstaining.

ADAM MINER
ELECTED AS VICE
PRESIDENT

The District Clerk administered the Oath of Office to Vice President Miner.

VICE PRESIDENT-OATH
OF OFFICE

The District Clerk administered the Oath of Office to Superintendent Rick Moore.

SUPERINTENDENT-
OATH OF OFFICE

The District Clerk asked the President to preside over the remainder of the meeting.

DISTRICT OFFICERS

Resolved, that this Board of Education appoints the following District Officers for the school year 2016-17:

APPOINT DISTRICT
OFFICERS:

| <u>NAME</u> | <u>POSITION</u> |
|--------------------|------------------------|
| Sally Kohl | District Clerk |
| Marisa K. Riordan | District Treasurer |
| Colleen Bellinger | Tax Collector |
| Mary Forrester | Claims Auditor |

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

President Allen administered the oath of office to the District Clerk.

DISTRICT CLERK-OATH
OF OFFICE

- Resolved, that this Board of Education:
Appoint the following for the 2016-17 school year:

| <u>NAME</u> | <u>POSITION</u> |
|---|-----------------------------------|
| Ashleigh Barnhart-Burto | AIDS Advisory Council Chairperson |
| Dr. Alfred Gianfagna | School Physician |
| Ferrara Fiorenza, P.C. | School Attorney |
| Jefferson-Lewis-Hamilton-Herkimer- Oneida Board of Cooperative Educational Services | School Attorney |
| Dr. Laura Gonzalez | School Dentist |
| Scott A. Storey | Deputy District Clerk |
| Mary Forrester | Claims Auditor |
| Keyzia Warner | Deputy Claims Auditor |
| Scott A. Storey | Deputy Claims Auditor |
| Haylor, Freyer & Coon | Insurance Consultants |

APPOINTMENTS FOR
2016-17

| | |
|-------------------|--|
| Scott A. Storey | Compliance Officer |
| Rick T. Moore | Purchasing Agent |
| Karl Kofod | Deputy Purchasing Agent |
| Karl Kofod | Records Access Officer |
| Marisa Riordan | Records Access Officer |
| Rick T. Moore | Records Appeals Officer |
| Karl Kofod | Records Management Officer |
| Marisa K. Riordan | Central Treasurer, Student Activities Fund |
| Erica Pettit | Section 504 Compliance Officer in accordance with Rehabilitation Act of 1973 |

| | |
|-----------------|---|
| Scott A. Storey | A.D.A Compliance Officer in accordance with the Americans with Disabilities Act of 1990 |
|-----------------|---|

| | |
|-------------------------|--|
| Shaun Gagan | McKinney-Vento Homeless Liaison Officer |
| Shaun Gagan | Dignity for ALL Students Act Coordinator |
| Scott A. Storey | Title IX Compliance Officer |
| David Kiblin | LEA Asbestos Designee |
| David Kiblin | Energy Manager |
| BHCS Board of Education | Audit Committee |

- designates that the Community Bank NA, Adams Branch is the official depository for all funds of the school district for the school year 2016-17.

OFFICIAL DEPOSITORY

- designates that the South Jeff Journal and the Watertown Daily Times are the official newspapers for the Belleville Henderson Central School District for the year 2016-17.

OFFICIAL
NEWSPAPERS

- authorizes the District Treasurer and the Business Manager, after consultation with the Superintendent, to invest school funds in accordance with the investment policy when such funds are available.

DT & BM INVEST IN
SCHOOL FUNDS

- establishes the Board of Education meeting dates as follows for the 2016-17 school year:

ESTABLISH BOE
MEETING DATES

| | | |
|--|---|---|
| July 25th | August 22 nd | September 12 th & 26 th |
| October 17 th | November 7 th & 21 st | December 5 th & 19 th |
| January 9 th & 23 rd | February 6 th & 27 th | March 13 th & 27 th |
| April 10 th & 25 th | May 3 rd & 16 th | June 5 th & 19 th |

AUTHORIZES:

*July 10th Re-Organizational Mtg.**Special Board of Education meetings will be scheduled as needed.*SUP'T TO CERTIFY
PAYROLLS

- authorizes the Superintendent to certify payrolls.
- authorizes the District Treasurer and/or the Superintendent to sign checks.
- authorizes the Superintendent to apply for grants in aid.
- authorizes Kimberly Fingar, as Student Advisor, to sign activity fund checks in the absence of the Central Treasurer or the Superintendent.

DT AND/OR SUP'T TO
SIGN CHECKSSUP'T TO APPLY FOR
GRANTS
STUDENT ADVISOR TO
SIGN ACTIVITY FUND
CHECKS

- | | |
|--|--|
| <ul style="list-style-type: none">• agrees to participate in the St. Lawrence/Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the "Cooperative Purchasing Agreement" for the 2016-17 school year.• authorizes the Superintendent to make budgetary transfers up to \$10,000.00 of an appropriation when necessary.• authorizes attendance of School Board members, the School District Clerk, the Director of Business and Finance, and the Superintendent to local and state conferences with expenses paid by the district and further authorizes the Superintendent to approve attendance at state and local conferences.• establishes a petty cash fund in the amount of \$100.00 for the school year 2016-17.• sets the tuition rate as follows for the 2016-17 school year:<ul style="list-style-type: none">\$ 500 each student\$ 750 per family• sets the mileage rates as follows for the 2016-17 school year:<ul style="list-style-type: none">\$.50 per mile if choosing not to use a school vehicle\$.55 per mile if a school vehicle is not available• sets the mileage rate for the 2016-17 school year for use of a bus at \$2.00 per mile• approves the loan of monies to the Lunch Fund and the Federal Fund up to \$25,000 each to meet payrolls and expenses until State Aid is received.• readopt all polices and code of ethics in effect during the previous year as implied in Education Law 1709, 2503. | <p>PARTICIPATE IN ST.LAWRENCE/LEWIS BOCES COOPERATIVE PURCHASING PROGRAMS</p> <p>SUP'T MAKE TRANSFERS</p> <p>BOE MEMBERS, DC, BM, SUP'T TO ATTEND CONFERENCES</p> <p>PETTY CASH FUND</p> <p>TUITION RATE</p> <p>SCHOOL VEHICLE- MILEAGE RATE</p> <p>BUS MILEAGE RATE</p> <p>LOAN OF MONIES TO LUNCH AND FEDERAL FUND</p> <p>READOPT ALL POLICIES</p> |
|--|--|

Motion made by: David Bartlett;

Seconded by: Gary Ramsdell;

Vote: 6-0.

MEMBERSHIP

Resolved, that this Board of Education authorizes membership and payment of annual dues to the following organizations:

Jefferson Lewis School Boards Association
New York State School Boards Association
Rural Schools Association of NYS

Motion made by: Kurt Gehrke;

Seconded by: Roger Eastman;

Vote: 6-0.

MEMBERSHIP AND
PAYMENT

JLSBA, NYSSBA,
RURAL SCHOOL
ASSOCIATION OF NYS

REPRESENTATIVE TO JEFFERSON-LEWIS SCHOOL BOARDS ASSOCIATION (JLSBA)

2. Resolved, that this Board of Education appoints John Allen to act as Executive committee delegate and Roger Eastman as alternate and Kurt Gehrke as legislative representative of the Belleville Henderson School District Board of Education to the Jefferson Lewis School Boards Association

JLSBA
REPRESENTATIVES

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

CSE & CPSE COMMITTEE APPOINTMENTS

3. Resolved, that this Board of Education appoints the following for the 2016-17 school year:

CSE/CPSE COMMITTEE
APPOINTMENTS

Committee on Pre-School Special Education:

- District Representative (Chairperson) Michele Alagna
- Not <1 General Education Teacher (If child is or may be in general education)
- Not <1 Special Education Teacher/Provider
- Parents of the Student
- Additional parent member, if requested (72 hrs)
- Representative from Early Intervention, by request for transition to CPSE
- Representative from Municipality, Invited

Committee on Special Education:

- District Representative (Chairperson), Michele Alagna
- School Psychologist, Erica Pettit
- Not <1 General Education Teacher (If child is or may be in general education)
- Not <1 Special Education Teacher/Provider
- Parents of the Student
- Additional parent member, if requested (72 hrs)
- School Physician, if requested (72 hrs)
- Agency Representative – for transition planning, or when considering residential or more restrictive placement, with parent consent
- Student, if appropriate

The Subcommittee on Special Education:

- District Representative (Chairperson), Michele Alagna
- School Psychologist, Erica Pettit (for new psych eval. or change to more intensive staff ratio)
- Not <1 General Education Teacher (If child is or may be in general education)
- Not <1 Special Education Teacher/Provider
- Parents of the Student
- Agency Representative – for transition planning, or when considering residential or more restrictive placement, with parent consent
- Student, if appropriate

The Manifestation Team:

- District Representative (Chairperson), Michele Alagna
- School Psychologist, Erica Pettit
- Pre-K – 12 Principal, Scott Storey
- Not <1 General Education Teacher (If child is or may be in general education)
- Not <1 Special Education Teacher/Provider
- Parents of the Student
- Student, if appropriate

Impartial Hearing Officers:

- Certified by Commissioner of Education for Jefferson County

504 Coordinator:

- Erica Pettit

Medicaid Compliance Officer:

- Michele Alagna

Motion made by: Kurt Gehrke;

Seconded by: Adam Miner;

Vote: 6-0.

ADJOURNMENT

Resolved, that at 7:14 p.m. that this meeting be adjourned.

Motion made by: Adam Miner

Seconded by: Roger Eastman;

Vote: 6-0.

CSE/CPES COMMITTEE
APPOINTMENTS
CONT'D

ADJOURNMENT

Official Meeting Minutes
Approved on July 25, 2016

Sally A. Kohl

Sally A. Kohl
District Clerk