

# BELLEVILLE HENDERSON CENTRAL SCHOOL

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"Home of the Panthers"



## BELLEVILLE HENDERSON CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION REGULAR MEETING MINUTES September 12, 2016

The regular meeting of the Belleville Henderson Central School District was called to order in Room 302 at 7:00 p.m. by President Allen with 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 Kohl, District Clerk and Karl Kofod, Director of Business and Finance, Maureen Scoville and Lisa Brown.

### **PUBLIC PARTICIPATION**

None

### **CALENDAR OF EVENTS**

9/6	First Day for Students
9/12	First Day of Pre-Kindergarten
9/12 7:00 pm	Board of Education Meeting-Library
9/13 9-11:00 am	Flu Shot Clinic-Nurse's Office
9/15 6:30 pm	PTO Meeting-Library
9/24	Ag Fair
9/26, 27, 28	Scholastic Book Fair-Library
9/26	Board of Education Meeting Library
9/30 7-10:00 pm	Booster Club Dance
10/6 7:30 pm	BHCS Booster Club "Under the Lights" Varsity Boys Soccer vs LaFargeville
10/7	Professional Development Day
10/7 7:30 pm	BHCS Booster Club "Under the Lights" Varsity Girls Soccer vs LaFargeville
10/8	COLT Conference @ Cornell
10/10	Columbus Day-No School
10/13 6:30 pm	PTO Meeting-Library
10/16-22	FFA National Convention
10/27, 28, 29	NYSSBA Convention
10/31	Halloween Parade

### **COMMUNITY OF CARING UPDATE**

The District Clerk reported on the passing of Elson Ecker, retired Superintendent on September 4<sup>th</sup>.

**PRESENTATIONS**

- Maureen Scoville presented to the Board of Education the tentative plans for a winter trip to Quebec City, with students.
- Mr. Moore and Mr. Storey presented ideas for a survey relating to the District Goals. The Board of Education suggested changes to the survey Mr. Moore and Mr. Storey will make changes and distribute the survey.

**CONSENT AGENDA**

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

A. **MINUTES**

**Enc. #1** BHCSD Board of Education Meeting Minutes from August 15, 2016

**Enc. #2** BHCSD Board of Education Meeting Minutes from August 29, 2016

B. **WARRANTS**

**Enc. #3** Warrant #4 General & School Lunch Fund

**Enc. #4** Warrant #4 Trust and Agency Fund

**Enc. #5** Warrant #5 Capital Fund

**Enc. #6** Warrant #5 General & School Lunch Fund

C. **BUILDING USE**

**Lori Redden**, BHCS PTO requests the use of the BHCSD Library for PTO meetings on 9/15, 10/13, 11/10, 1/12, 2/9, 3/9, 4/13 and 5/11 at 6:30 pm.  
IT BEING UNDERSTOOD, that school activities will come first and activities will be coordinated with the District Office.

Motion made by: Adam Miner;  
Seconded by: David Bartlett;  
Vote: 6-0.

**PERSONNEL**

2. **ACCEPT RESIGNATION**

Resolved, that this Board of Education accepts, the resignation of **Stephanie Race**, Teacher Aide, effective upon her appointment as Teacher Assistant.

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

3. **ACCEPT RESIGNATION**

Resolved, that this Board of Education accepts, with regret, the resignation of **Tina Doe**, Teacher Aide, effective August 31, 2016..

Motion made by: Gary Ramsdell;  
Seconded by: David Bartlett;  
Vote: 6-0.

**CONSENT AGENDA**

**MINUTES:**

AUGUST 15, 2016

AUGUST 29, 2016

**WARRANTS:**

#4-GENERAL &

SCHOOL LUNCH FUND

#4 T & A FUND

#5-CAPITAL FUND

#5-GENERAL &

SCHOOL LUNCH FUND

**BUILDING USE:**

PTO

**PERSONNEL**

ACCEPT RESIGNATION  
OF STEPHANIE RACE,  
AIDE

ACCEPT RESIGNATION  
OF TINA DOE, AIDE

4. APPOINTMENT OF SUBSTITUTE

Resolved, that this Board of Education appoints Kristen Dodge as Substitute Support Staff, effective 9/14/2016.

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

Motion made by: Adam Miner;  
Seconded by: Roger Eastman

Amend resolution to state:

Resolved, that this Board of Education appoints Kristen Dodge as Substitute Teacher and Substitute Support Staff, effective 9/14/2016.

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

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

Vote for resolution as amended: 6-0.

5. APPOINT SUBSTITUTE BUS DRIVER

Resolved, that this Board of Education appoints <sup>st</sup>Phylis Dillabough as Substitute Bus Driver.

IT BEING UNDERSTOOD, that Ms. Dillabough will not drive until she has received the proper fingerprinting, training, license and physical.

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

NEW BUSINESS

6. PETTY CASH FUND

Resolved, that this Board of Education authorizes a petty cash fund in the amount of \$100.00 to the District Treasurer, for the purpose of generating start up cash boxes for the Activity Funds.

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

7. ACCEPT DONATION FROM ALL AMERICAN SPORTS POSTERS

Resolved, that this Board of Education accepts the donation in the amount of \$175.38 from All American Sports Posters.

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

APPOINT SUBSTITUTE  
TEACHER AND  
SUPPORT STAFF-  
KRISTEN DODGE

APPOINT SUBSTITUTE  
BUS DRIVER-PHYLIS<sup>st</sup>  
DILLABOUGH

ESTABLISH PETTY  
CASH FUND FOR  
ACTIVITY FUNDS

ACCEPT DONATION  
FROM ALL AMERICAN  
SPORTS POSTERS

8. ACCEPT DONATION FROM THE ESTATE OF NICHOLAS MASIELLO

Resolved, that this Board of Education accepts the donation in the amount of \$15,000.00 from the Estate of Mr. Nicholas Masiello.

Motion made by: Adam Miner;  
Seconded by: Gary Ramsdell

Amend resolution to state:

Resolved, that this Board of Education accepts the donation in the amount of \$15,000.00 from the Estate of Mr. Nicholas Masiello on behalf of Ken McLearn.

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

Vote for resolution as amended: 6-0.

POLICY

None

FOR THE BOARD'S REVIEW

The Board of Education reviewed the BOCES Reorganizational Meeting Minutes from July 6, 2016 and BOCES Regular Meeting Minutes from July 6, 2016.  
The Clerk took reservations for the JLSBA Fall Dinner Meeting and the NYSSBA Convention.

ADMINISTRATIVE REPORT(S)

None

UPDATE TO BOARD OF EDUCATION QUESTIONS

The Board of Education inquired about policies, the Foreign Language trip, upkeep on the playground and tennis courts, posting of student of the month, updating the website and the building project.

PUBLIC PARTICIPATION

Lisa Brown would like to see pet owners show responsibility and to be courteous on keeping the park and track area clean by picking up after their pets. Suggested, possibly adding a sign to remind pet owners of their responsibility.  
Maureen Scoville gave her input on the cell phone policy and Foreign Language trip.

PROPOSED EXECUTIVE SESSION

Resolved, that this Board of Education enter executive session at 8:25 p.m. to discuss matters leading to the discipline of a particular person(s), matters leading to the appointment of personnel.

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

President Allen declared open session at 8:53 p.m.

ACCEPT DONATION  
FROM THE ESTATE OF  
NICHOLAS MASIELLO  
ON BEHALF OF KEN  
McLEAR

EXECUTIVE SESSION

OPEN SESSION

**ADJOURNMENT**

Resolved, that at 8:56 that this meeting be adjourned.

Motion made by: David Bartlett;  
Seconded by: Kurt Gehrke;  
Vote: 6-0.

ADJOURNMENT

Official Meeting Minutes  
Approved on September 26, 2016

*Sally A. Kohl*

Sally A. Kohl,  
District Clerk

Enc # 3  
9/12/2016

BOARD OF EDUCATION OF BELLEVILLE HENDERSON CENTRAL SCHOOL  
AUGUST 24, 2016 WARRANT #4 GENERAL & SCHOOL LUNCH FUND

CHECK #	CLAIMANT	PURPOSE	AMOUNT
	ALLEN SANITATION SERVICE	TRASH REMOVAL/RESTROOM RENTAL	\$608.00
	AMERITAS LIFE INSURANCE	AUGUST 2016 PAYMENT	\$833.33
	BARNHART-BURTO, ASHLEIGH	ATHLETIC DIRECTOR OFFICE SUPPLIES	\$39.98
	BEAM MACK SALES	BUS GARAGE PARTS	\$320.50
	BLACK RIVER PAPER COMPANY	CUSTODIAN SUPPLIES	\$17.40
	BUS PARTS WAREHOUSE	BUS GARAGE PARTS	\$133.01
	CALICO INDUSTRIES	CUSTODIAN SUPPLIES	\$43.41
	CAMCOR	AUDIO/VISUAL EQUIPMENT	\$823.96
	CASCADE SCHOOL SUPPLY	GENERAL SUPPLIES	\$24.08
	CHRISTMAN FUEL SERVICE	DIESEL FUEL	\$1,228.70
	COUNTRY BELLE FARMS	ICE CREAM-SUMMER SCHOOL STUDENTS	\$108.50
	CINTAS CORPORATION	UNIFORM SERVICES	\$70.00
	CREG SYSTEM	SERVICES RENDERED	\$213.50
	CURRICULUM ASSOCIATES INC	TEXTBOOKS-BELLAVIA	\$907.20
	CURRICULUM ASSOCIATES INC	TEXTBOOKS-CLARK/GORDINIER	\$104.39
	CURRICULUM ASSOCIATES INC	TEXTBOOKS-COSTELLO/MARLOWE	\$1,562.00
	CURRICULUM ASSOCIATES INC	TEXTBOOKS-COSTELLO/MARLOWE	\$92.49
	CURRICULUM ASSOCIATES INC	TEXTBOOKS-LAWERENCE/EASTMAN	\$1,133.00
	CURRICULUM ASSOCIATES INC	TEXTBOOKS-AIS ORDER	\$120.99
	DEMCO	LIBRARY SUPPLIES	\$267.75
	EMATH INSTRUCTION	SUPPLIES-MOORE	\$540.00
	EMATH INSTRUCTION	SUPPLIES-THOMES	\$1,080.00
	FERRARA, FIORENZA PC	LEGAL SERVICES	\$41.00
	FIRST BANKCARD	CREDIT CARD	\$499.98
	FIRST BANKCARD	CREDIT CARD	\$5,505.15
	GIANFAGNA, ALFRED	SCHOOL SPORTS PHYSICALS	\$350.00
	GREENE, OD	SUPPLIES	\$910.15
	HILL & MARKES	CUSTODIAN SUPPLIES	\$139.42
	HILLYARD INC	CUSTODIAN SUPPLIES	\$375.95
	MACGILL & CO	HEALTH SUPPLIES	\$381.44
	MACGRAW-HILL SCHOOL EDUCATION	TEXTBOOKS-LAWERENCE/EASTMAN	\$1,264.13
	MODULAR MECHANICAL SERVICES	SERVICES RENDERED	\$825.65
	MOORE MEDICAL CORP	HEALTH SUPPLIES	\$108.59
	NASCO	SUPPLIES-COBB	\$19.55
	NASCO	SUPPLIES-LOOMIS	\$38.93
	NASCO	SUPPLIES-REFF	\$59.13
	NEW YORK BUS SALES	BUS GARAGE PARTS	\$375.13
	NEW YORK BUS SALES	BUS GARAGE PARTS	\$211.68
	NOCO ENERGY PRODUCTS	OIL-GLEASON	\$973.95
	NORTHERN NEWSPAPER CORP	ADVERTISING	\$480.72
	NYSATRC MEMBER	MEMBER DUE-TAX COLLECTORS	\$25.00
	PYRAMID SCHOOL PRODUCTS	HEALTH SUPPLIES	\$11.82
	SCHOOL SPECIALTY	SUPPLIES-MARLOWE	\$15.56
	SUBWAY #33676-0	SUMMER STEM CAMP LUNCH	\$500.20
	THE SHERWIN WILLIAMS CO STORE	ATHLETIC MARKING PAINT	\$740.00
	TIME WARNER CABLE	CABLE SERVICES	\$90.70
	UNIPACK CORP	INSTITUTIONAL PAPER	\$473.75
	UNITED ARTS & EDUCATION	SUPPLIES-LOCY	\$711.13

\$25,400.90

To the District Treasurer:

I hereby certify that I have verified the above claims, 48 in number  
in the total amount of \$25,400.90 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.

8-25-2016  
Date

*Mary Foner*  
Signature Claims Auditor

BOARD OF EDUCATION OF BELLEVILLE HENDERSON CENTRAL SCHOOL  
AUGUST 24 2016      WARRANT #4 TRUST & AGENCY FUND

Enc. #4  
9/12/2016

CHECK #	CLAIMANT	PURPOSE	AMOUNT
1239	JEFFERSON LEWIS ET AL SCHOOL HEALTH PLAN	SEPTEMBER HEALTH PLAN	\$ 126,542.05
			\$ 126,542.05

To the District Treasurer:

I hereby certify that I have verified the above claims, **1** in number  
in the total amount of **\$126,542.05** 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.

8-24-2016  
Date

Mary Fenster  
Signature

Claims Auditor

Enc. #5  
9/12/2016

BOARD OF EDUCATION OF BELLEVILLE HENDERSON CENTRAL SCHOOL  
AUGUST 24 2016 WARRANT #5 CAPITAL FUND

CHECK #	CLAIMANT	PURPOSE	AMOUNT
1059	LANDSCAPE STRUCTURES	PLAY EQUIPMENT	\$ 50,000.00
1058	LANDSCAPE STRUCTURES	PLAY EQUIPMENT	\$ 119,825.52

\$ 169,825.52

To the District Treasurer:

I hereby certify that I have verified the above claims, 2 in number  
in the total amount of **\$169,825.52**. 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.

9-29-2016  
Date

Mary Foner  
Signature

Claims Auditor



Enc. #6  
9/12/2016

BOARD OF EDUCATION OF BELLEVILLE HENDERSON CENTRAL SCHOOL  
AUGUST 31, 2016 WARRANT #5 GENERAL & SCHOOL LUNCH FUND

CHECK #	CLAIMANT	PURPOSE	AMOUNT
11296	BARNHART-BURTO, ASHLEIGH	REIMBURSEMENT MEETING/CLEANING/SUPPLIES	\$448.05
11326	BENEFIT SERVICES GROUP	FLEX PLAN FEES	\$48.00
826163424	BHCS TRUST & AGENCY	SEPTEMBER 2016-HEALTH INSURANCE	\$107,548.35
11321	BLACKBOARD INC	WEBSITE CONTRACT	\$3,911.00
11297	BLACK RIVER PAPER COMPANY	CUSTODIAN SUPPLIES	\$477.70
11298	BLICK ART MATERIALS	SUPPLIES-HALDEMAN & LOCY	\$1,470.49
11327	BOBS AUTO SUPPLY	PARTS/SUPPLIES	\$532.65
11299	BOBS AUTO SUPPLY	PARTS/SUPPLIES	\$6.49
11328	BOWERS & CO	PROFESSIONAL SERVICES	\$5,000.00
11300	BUS PARTS WAREHOUSE	TRANSPORTATION SUPPLIES	\$3.00
11329	CDW	TECH SUPPLIES	\$45.00
11301	CHENEY TIRE	TIRES	\$1,715.44
11330	CINTAS CORPORATION	UNIFORM SERVICES-GLEASON	\$70.00
11331	CONTRACT PAPER GROUP	COPY PAPER	\$3,877.00
11322	CORNELL COOPERATIVE EXT	JULY/AUGUST 2016 SUMMER PROGRAM	\$3,000.00
11332	EASTMAN, REBECCA A.	REIMBURSEMENT MATH BUNDLE	\$88.20
11302	FREDERIC WEINER INC	MUSIC SUPPLIES	\$22.70
11303	FRONTIER	PHONE CHARGES	\$635.63
11304	FUCCILLO FORD	CAR PARTS	\$94.01
11333	GREENE, OD	MISC SUPPLIES	\$698.27
11305	HAYLOR FREYER COON	INSURANCE POLICY RENEWAL	\$16,213.21
11323	JEFFERSON COUNTY REAL PROPERTY	SCHOOL TAX BILLS/TAX ROLLS	\$747.60
11324	JEFFERSON LEWIS BOCES	DASA TRAINING REGISTRATION FEE-GAGAN	\$50.00
11334	JEFFERSON LEWIS BOCES	LEGAL SERVICES	\$286.00
11335	JOHNSON BR	GYM DOOR INSPECTION	\$444.00
1308	KIBLIN, DAVE	REIMBURSEMENT FOR BREAD ROLLS (CORN ROAST)	\$26.40
11336	LAKESHORE LEARNING MATERIALS	TEXTBOOKS-CORRON	\$106.32
11306	LJC DISTRIBUTORS	CUSTODIAN SUPPLIES	\$159.00
11307	MARK'S PLUMBING & HEATING	PARTS/SUPPLIES	\$559.94
11337	MCCABES SUPPLY	SERVICES RENDERED/PARTS NEEDED	\$65.52
11325	MIDSTATE MUSIC	JULY 2016 INSTRUMENT REPAIRS	\$581.00
1309	MOORE, RICK	REIMBURSEMENT FOR BREAD ROLLS (CORN ROAST)	\$69.60
11338	NASCO	SUPPLIES-HALDEMAN	\$79.16
11308	NEW YORK BUS SALES	BUS PARTS	\$227.98
11309	NEW YORK BUS SALES	BUS PARTS	\$509.24
11339	NYSPHSAA	SOCCER RULE BOOKS	\$18.60
11340	OAM SUPPLY COMPANY	TRANSPORTATION SUPPLIES	\$727.54
11310	OAM SUPPLY COMPANY	TRANSPORTATION SUPPLIES	\$172.03
11311	OLYMPIC AUTO & TRUCK SUPPLY	TRANSPORTATION SUPPLIES	\$56.12
11312	PAXTON-PATTERSON	TECH SUPPLIES	\$403.20
11341	PERMA-BOUND BOOKS	LIBRARY BOOKS	\$4,894.57
11313	PREMIER	AGENDAS FOR 2016-2017 SCHOOL YEAR	\$1,758.50
11314	PRENTICE HALL	TEXTBOOKS-COBB	\$434.40
11315	PRENTICE HALL	TEXTBOOKS-DUDLEY	\$738.49
11316	QUILL	AUDIO-VISUAL EQUIPMENT	\$404.44
11317	SCHOLASTIC	SCHOLASTIC NEWS-DUDLEY	\$259.88
11318	SWISH KENCO	CUSTODIAN SUPPLIES	\$189.09
11319	TIFCO INDUSTRIES	CUSTODIAN SUPPLIES	\$207.20
11342	TIMS AUTO REPAIR	INSPECTION-TRUCK	\$21.00
1306	USPS	BACK TO SCHOOL NEWSLETTER BULK MAILING	\$487.29
11320	VALIANT NATIONAL AV SUPPLY	AUDIO-VISUAL EQUIPMENT	\$232.55
			\$160,821.85

To the District Treasurer:

I hereby certify that I have verified the above claims, 51 in number  
in the total amount of \$160,821.85 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.

9.6.2016  
Date

*Mary Louster*  
Signature

Claims Auditor