

# BELLEVILLE HENDERSON CENTRAL SCHOOL

8372 County Route 75

Adams, New York 13605

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"Home of the Panthers"



## BELLEVILLE HENDERSON CENTRAL SCHOOL DISTRICT

### BOARD OF EDUCATION

### REGULAR MEETING MINUTES

APRIL 3, 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, David Bartlett, Roger Eastman, Kurt Gehrke, Adam Miner and Gary Ramsdell.

Absent (1): Laurie Goodwin

Others present: Rick Moore, Superintendent, Sally Kohl, District Clerk, Brianne Kirchoff, Business Manager, Dominic D'Imperio, Shaun Gagan, Barb Bibbins, Sara Dick, Noah Sugden, Pat Agaciewski and Lovi Agaciewski.

### PRESENTATIONS

- Mr. Gagan presented to the Board the post graduate plans for the Classes of 2017 and 2018. Mr. Gagan also told the Board of the activities that the Guidance Office has been involved in with the students. Such as inviting alumni to talk to seniors, job fairs, college fairs etc.
- Mr. D'Imperio spoke to the Board regarding different options with the Legal Services Contract.

### PUBLIC PARTICIPATION

- No public participation at this time.

### CALENDAR OF EVENTS

4/1	9 am -2 pm	Panther's Closet
4/3	7:00 pm	Board of Education Meeting
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	5:00 pm	JLSBA Dinner and Conversation with Commissioner MaryEllen Elia
4/11	2:30 pm	Health & Wellness/Pro Social Committee
4/12		FFA Banquet
4/13	3:05 pm	Technology Committee Meeting
4/13	6:30 pm	PTO Meeting-Library
4/14		School in Session-Early Dismissal
4/17-19		Spring Recess
4/20		Professional Development Day
4/21		Make-up Snow Day-School in Session All Day
4/24	3:05 pm	Grade Level Meeting
4/25	3:05pm	Safety Committee Meeting
4/25		RISE STEM Showcase/Science Fair

4/25 7:00 pm Board of Education Meeting-BOCES Annual Vote  
4/29 Spring Bi-County Festival

### **COMMUNITY OF CARING UPDATE**

The District Clerk reported to the Board on the wedding of Kaci Joels, Kindergarten Teacher. Ms. Joels was married on April 1<sup>st</sup> she will now go by Mrs. Coseo.

### **CONSENT AGENDA**

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

A. **MINUTES**

BHCSO Board of Education Meeting Minutes from March 13, 2017.

B. **WARRANTS**

Warrant #11 Trust and Agency Fund

Warrant #18 General & School Lunch Fund

Warrant #18B 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 3/22/2017.

Student number(s); 099210859, 099210984, 099210422, 099210608, 099210609, 099210946, 099210667, 099210571 and 099211013.

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

D. **BUILDING USE**

**Marisa Riordan, Union Academy Board of Trustees** requests the use of the BHCSO Library for a Pre-Annual Meeting on Thursday, April 13, 2017 from 7:00-8:00 pm.

IT BEING UNDERSTOOD, that school activities will come first and activities will be coordinated with the District Office.

**Jason Bast, South Jefferson Little League** requests the use of the BHCSO Gymnasium on Saturdays starting April 1, 2017, for practices.

IT BEING UNDERSTOOD, that school activities will come first and activities will be coordinated with the District Office and Mrs. Barnhart-Burto.

E. **BALLOT BOX**

The Clerk to open the ballot box and destroy all ballots therein over six month old.

F. **ELECTION INSPECTORS**

The following to act as election inspectors at the Annual Budget Vote and Election on May 16, 2017:

Linda Zehr, Charlotte Briant, Barbara Greene, Maggie McNett and Mary Forrester (back up).

### **BHCSO BOE MINUTES FROM MARCH 13, 2017**

#### **WARRANTS:**

**#11 TRUST & AGENCY**

**#18 GENERAL & SCHOOL  
LUNCH**

**#18B GENERAL & SCHOOL  
LUNCH**

#### **CSE/CPSE RECOMMENDATIONS**

#### **BUILDING USE REQUESTS:**

**UAB**

**SOUTH JEFF LITTLE  
LEAGUE**

#### **OPEN BALLOTT BOX**

#### **ELECTION INSPECTORS**

**G. FIRE REPORT**

Acknowledge the 2017 fire inspection report of all the buildings in the district.

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

**PERSONNEL**

**2. APPOINT SUBSTITUTE BUS MECHANIC**

Resolved, upon the recommendation of the Superintendent of Schools, that this Board of Education appoints **Paul Gibbs** as substitute bus mechanic at the rate of \$25 per hour. Be it noted that all substitute hours must be pre-approved by the Superintendent of Schools.

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

**3. APPROVE SUBSTITUTE TEACHER**

Resolved, that this Board of Education approves **Danielle Kealy** as substitute teacher.

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

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

**4. APPOINTMENTS FOR 2016-17 SCHOOL YEAR**

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

Brianne Kirchoff	Deputy Purchasing Agent
Brianne Kirchoff	Records Access Officer
Brianne Kirchoff	Records Management Officer

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

**NEW BUSINESS**

**5. AMEND 2016-17 INSTRUCTIONAL CALENDAR**

Resolved, that this Board of Education amends the 2016-17 Instructional Calendar to add a half day of instruction on Friday, April 14, 2017.

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

**FIRE REPORT**

**APPOINT SUBSTITUTE BUS  
MECHANIC-PAUL GIBBS**

**APPROVE SUBSTITUTE  
TEACHER-DANIELLE KEALY**

**APPOINT BRIANNE  
KIRCHOFF:**

**DEPUTY PURCHASING  
AGENT**

**RECORDS ACCESS OFFICER**

**RECORDS MANAGEMENT  
OFFICER**

**AMEND 2016-17  
INSTRUCTIONAL  
CALENDAR**

6. ADOPT 2017-18 INSTRUCTIONAL CALENDAR

Resolved, that this Board of Education adopts the 2017-18 Instructional Calendar.

Motion made by: Gary Ramsdell;

Seconded by: Kurt Gehrke;

Vote: 6-0.

7. BUDGET TO VOTERS

Resolved, that this Board of Education approves a budget in the amount of \$9,624,664. to be presented to the voters at the annual meeting to be held on May 16, 2017.

Motion made by: Kurt Gehrke;

Seconded by: Roger Eastman;

Vote: 6-0.

8. TRUCK PROPOSITION

Resolved, that this Board of Education approves the following proposition to be presented to the voters of the district at the annual meeting on May 16, 2017: "Shall the Board of Education be authorized to withdraw a sum not to exceed \$47,000 from the Capital Reserve Fund previously established for capital expenditures authorized pursuant to Education Law Section 3651, and use such funds for the purchase of one (1) replacement truck to be used for snow and ice control and maintenance of school district facilities, at the maximum estimated cost not to exceed \$47,000."

Motion made by: Roger Eastman;

Seconded by: Gary Ramsdell;

Vote: 6-0.

9. LIBRARY PROPOSITION

Resolved, that this Board of Education approves the following proposition to be presented to the voters of the district at the annual meeting on May 16, 2017: "Resolved, that pursuant to Education Law Section 259, the Board of Education of the Belleville Henderson School District is authorized to levy and collect an annual tax, year after year, separate and apart from the annual school district budget in support of the below listed public libraries located within the geographic boundaries of the Belleville Henderson School District as follows: Philomathean Free Library, an increase of \$3,000 for a total amount of \$16,000 Henderson Free Library, an increase of \$3,000 for a total amount of \$16,000 The appropriated amounts will be annual appropriations for the support and maintenance of the libraries until thereafter modified by a future vote of the electors of the Belleville Henderson School District."

Motion made by: Gary Ramsdell;

Seconded by: Kurt Gehrke;

Vote: 5-1;

Aye Votes (5): John Allen, David Bartlett, Kurt Gehrke, Adam Miner, Gary Ramsdell.

Nay Vote: (1): Roger Eastman

**ADOPT 2017-18  
INSTRUCTIONAL  
CALENDAR**

**APPROVE BUDGET TO  
VOTERS**

**APPROVE TRUCK  
PROPOSITION**

**APPROVE LIBRARY  
PROPOSITION**

10. PROPERTY TAX REPORT CARD/SIX DAY BUDGET NOTICE

Resolved, that this Board of Education accepts the Property Tax Report Card and the Six Day Budget Notice.

Motion made by: Kurt Gehrke;  
Seconded by: Adam Miner;  
Vote: 6-0.

**APPROVE PROPERTY TAX  
REPORT CARD/SIX DAY  
BUDGET NOTICE**

11. SENIOR TRIP

Resolved, that this Board of Education approves pursuant to Board of Education Student Tours Policy (#8461) 25 (twenty-five) BHCS Students and 4 chaperones to attend the senior class trip to Cleveland and Sandusky Ohio. The list of students and chaperones attending is on file with the District Clerk.

Motion made by: Kurt Gehrke;  
Seconded by: Gary Ramsdell;  
Due to a last minute addition, there will be 26 students attending the senior trip.

Motion to amend resolution: Roger Eastman;  
Seconded by: Adam Miner  
Vote to amend: 6-0

Resolved, that this Board of Education approves pursuant to Board of Education Student Tours Policy (#8461) 26 (twenty-six) BHCS Students and 4 chaperones to attend the senior class trip to Cleveland and Sandusky Ohio. The list of students and chaperones attending is on file with the District Clerk.

Vote to approve as amended: 6-0.

**APPROVE SENIOR TRIP**

12. STATE FFA CONVENTION

Resolved, that this Board of Education approves pursuant to Board of Education Student Tours Policy (#8461) 20 (twenty) BHCS Students and 2 chaperones to attend the FFA State Convention at Morrisville State College on May 11, 12 and 13, 2017. The list of students and chaperones attending is on file with the District Clerk.

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

**APPROVE STATE FFA  
CONVENTION**

13. CREATION OF MAKER TECH CLUB

Resolved, that this Board of Education approve the creation of a Maker Tech Club.

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

**APPROVE CREATION OF  
MAKER TECH CLUB**

14. APPOINT MAKER TECH CLUB ADVISOR

Resolved, upon the recommendation of the Superintendent, this Board of Education appoints Patricia Nortz as advisor to the Maker Tech Club for the 2016-17 school year.

Motion made by: Adam Miner;  
Seconded by: Gary Ramsdell;  
Vote: 6-0.

POLICY

- First reading for review of BHCS Policy # 8470 Home Instruction (Home Schooling)
  - No changes from the first reading. Mr. Allen shared with the Board an article from NYSSBA Newspaper regarding homeschool instruction policies.

FOR THE BOARD'S REVIEW

- BOCES Board of Education Meeting Minutes from February 8, 2017
- Letter from Grace H. Rice, BOCES Board of Education Candidate
- BOCES Proposed 2017-2018 Budget Information

ADMINISTRATIVE REPORT(S)

- The Board received invitations for the dedication of the BHCS Auditorium to the late Mr. Elston M. Ecker. The dedication will be Sunday, June 4, 2017 at 2 pm. Mr. Moore would like to thank Mark Shevalier for all of the work that he has done to arrange the dedication.

UPDATE TO BOARD OF EDUCATION QUESTIONS

- None at this time.

PUBLIC PARTICIPATION

- Patrick Agaciewski addressed the Board regarding bullying.

PROPOSED EXECUTIVE SESSION

Resolved, that this Board of Education enter executive session at 7:37 pm to discuss:

- Matters leading to proposed litigation
- Matters leading to the employment of particular person(s).

Motion made by: Roger Eastman;  
Seconded by: David Bartlett;  
Vote: 6-0.

Mr. and Mrs. Agaciewski were invited to stay for executive session and were excused at 8:00 pm.

Ms. Kirchoff and Mrs. Kohl were excused from Executive Session at 8:25 pm.

President Allen declared open session at 8:45 pm.

**APPOINT MAKER TECH  
CLUB ADVISOR**

**EXECUTIVE SESSION**

**OPEN SESSION**

**ADJOURNMENT**

Resolved, that at 8:50 pm that this meeting be adjourned.

Motion made by: Roger Eastman;

Seconded by: David Bartlett;

Vote: 6-0.

**ADJOURNMENT**

Official Minutes Approved 4/25/2017.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Sally Kohl".

Sally Kohl,  
District Clerk

Enc. # 2  
4/25/2017

BOARD OF EDUCATION OF BELLEVILLE HENDERSON CENTRAL SCHOOL  
APRIL 6 2017 WARRANT #13 CAPITAL FUND

CHECK #	CLAIMANT	PURPOSE	AMOUNT
1088	AECC ENVIRONMENTAL CONSULTING	SERVICES RENDERED	\$ 6,683.50

\$ 6,683.50

To the District Treasurer:

I hereby certify that I have verified the above claims, 1 in number  
in the total amount of **\$6,683.50**. 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.

4-10-2017  
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)



Enc. #3  
4/25/2017

BOARD OF EDUCATION OF BELLEVILLE HENDERSON CENTRAL SCHOOL  
MARCH 29 2017 WARRANT #19 GENERAL & SCHOOL LUNCH FUND

CHECK #	CLAIMANT	PURPOSE	AMOUNT
012196-012204	VOIDED CHECKS	PRINTING ERROR	\$ -
12205	BELLOFFS	SHIRTS/JACKETS-CUSTODIANS	\$ 316.00
322172257	BHCS TRUST & AGENCY	APRIL 2017 HEALTH INSURANCE	\$ 110,276.90
12206	CINTAS CORPORATION	UNIFORM SERVICES	\$ 78.10
12231	COOK BROTHERS	TRUCK PARTS	\$ 46.56
12207	DOCO QUICK PRINT	DISTRICT ENVELOPES	\$ 299.50
1397	FIRST BANKCARD	CREDIT CARD	\$ 3,344.77
1400	FURMAN, HILA	MEDICAID REIMBURSEMENT OF CHECK PRINTING ERROR #012127	\$ 132.89
12222	GREENE, O.D.	MISC SUPPLIES	\$ 938.81
12208	HALDEMAN, JERI	CHAPERONE	\$ 50.00
12223	HILLYARD INC	MISC SUPPLIES-KIBLIN	\$ 153.76
12209	INGENUITY WORKS INC	SUBSCRIPTION RENEWAL-FINGAR	\$ 450.00
12211	JEFFERSON LEWIS BOCES	MARCH 2017 BOCES BILL	\$ 121,272.48
12213	LARRY MUSICAL INSTRUMENTS REPAIRS	INSTRUMENT REPAIR	\$ 25.00
12233	MARK'S PLUMBING PARTS	PARTS	\$ 570.39
12220	MASON, WB	COPY PAPER	\$ 4,042.50
12234	MCCABES SUPPLY	SERVICES RENDERED	\$ 119.61
12235	MCCABES SUPPLY	SERVICES RENDERED	\$ 293.61
12214	MODULAR MECHANICAL SERVICES	SERVICES RENDERED	\$ 826.28
12215	MOORE, RICK	REIMBURSEMENT FOR THIRD GRADE FIELD TRIP	\$ 400.00
12216	MORALES, MICHELLE	CHAPERONE	\$ 50.00
12217	NCE SERVICES	FIRE INSPECTION	\$ 625.00
12224	NEW YORK BUS SALES	BUS PARTS	\$ 103.10
1395	NEW YORK STATE ASSOC OF SCHOOL BUSINESS OFFICIALS	REGISTRATION-KIRCHOFF	\$ 460.00
1396	NEW YORK STATE ASSOC OF SCHOOL BUSINESS OFFICIALS	REGISTRATION-KIRCHOFF	\$ 175.00
1399	NEW YORK STATE COUNCIL OF SCHOOL SUPERINTENDENTS	SUPERINTENDENT DUES	\$ 1,642.50
12230	NYSSBA	ADVERTISING FOR BUSINESS MANAGER	\$ 175.00
12218	RYDER, RICHARD	REIMBURSEMENT FOR FINGERPRINTING	\$ 104.00
12225	STAPLES	SUPPLIES-REFF	\$ 110.60
12226	STAPLES	SUPPLIES-DISTRICT OFFICE	\$ 1,376.37
12227	STAPLES	SUPPLIES-GORDINIER	\$ 33.41
12228	STAPLES	SUPPLIES-INK	\$ 447.03
12229	TEQUIPMENT	SUPPLIES-BARTLETT	\$ 2.56
12219	TIFCO INDUSTRIES	SUPPLIES-KIBLIN	\$ 224.55
12221	WESCO	SUPPLIES-KIBLIN	\$ 1,214.23
			\$ 250,380.51

To the District Treasurer:

I hereby certify that I have verified the above claims, 35 in number  
in the total amount of \$250,380.51 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.

4-6-2017

Signature

*Mary Feneer*

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)