

# BELLEVILLE HENDERSON CENTRAL SCHOOL

8372 County Route 75

Adams, New York 13605

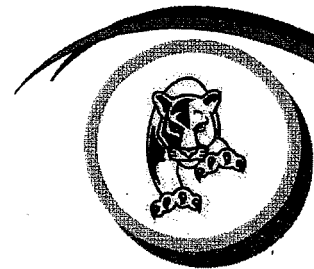
Main Office: 315-846-5411

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 MEETING MINUTES

July 16, 2019

Meeting was livestreamed

Called to order in the Library at 7:13 p.m. by President Allen with the following members:

Present: John Allen, Anthony Barney, Roger Eastman, Kyle Gehrke, and Adam Miner.

Others present: Jane Collins, Superintendent, Scott Storey, Building Principal, Stephen Magovney, Business Manager and Sally Kohl, District Clerk (counting ballots arrived at 7:50 pm).

Absent: Board Members, David Bartlett and Kristin Vaughn.

### AMENDING THE AGENDA

Resolved that this Board of Education amend the agenda by adding resolution number 9.

AMEND THE AGENDA—ADD  
RESOLUTION #9

Motion made by: Roger Eastman

Seconded by: Adam Miner

Motion Carried: 5-0

### PRESENTATIONS

There were no presentations.

### CALENDAR OF EVENTS

BH Food Service Breakfast and Lunch Bagged Meals—6/15/2020 Last Day for Bagged Meals

- BHCS D School
  - Mondays, Wednesdays and Fridays 10 am – 11:30 a.m.
- Henderson Fire Hall
  - Mondays, Wednesdays and Fridays 10 am -11 am

BHCS D/Urban Mission Food Pantry

- At Belleville Fire Hall
  - Monday, June 15<sup>th</sup>
  - Tuesday, June 16<sup>th</sup>
  - Friday, June 19<sup>th</sup>
  - Saturday, June 20<sup>th</sup>—Last Day
- At Colleen's Cherry Tree
  - Tuesday, June 9<sup>th</sup>—Last Day

### June Dates:

6/

Appointments

Drive-Through Graduation Ceremony-By Individual

6/15 Last day for BHCSO Food Service Bagged Meals  
6/16 Final Day of Classes for Students  
6/17 Superintendent's Day  
6/22 Last day for Urban Mission Food Pantry at Belleville Fire Hall  
6/22 7:00 pm Board of Education Meeting  
6/28 1:15 pm Senior Class Photo  
6/28 2:00 pm Drive-In Graduation Ceremony Video Viewing for Seniors and Family Members

**COMMUNITY OF CARING UPDATE**

Nothing to report

**CONSENT AGENDA**

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

A. MINUTES

BHCSO Board of Education Meeting Minutes from 6/1/2020

B. WARRANTS

Warrant #10 Capital Manual Checks  
Warrant #31 General Warrant  
Warrant #31B General Manual Checks  
Warrant #31C ACH Payments

C. CSE/CPSE RECOMMENDATION(S)

Whereas the Board of Education received the following information and recommendations from the Committee on Special Education reported on 6/10/2020

Student numbers; 099210801, 099210834, 99210896, 099210735, 99211214, 99211140, 99211141, 099210527, 99210526, 99211159, 99211199, 99211296, 099211079, 99210902, 099210685, 099211001, 99211283, 099210454, 99211032, 99211182, 99210941, 099210462, 99211227, 99211261, 99211216, 99210732, 99210717, 99211134, 99211135, 099210606, 99210560, 99210786, 99210787, 99211179, 99210911, 99210880, 99211210, 099210992, 99210817, 99210937, 99211142, 99211192, 99211129, 99211294, 99210858, 99211053, 99210825, 99210826, 99211265, 99211154, 99211257, 99211292, 99211155, 99211289, 99211212, 99211243, 99211152, and 99211264.

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

Motion made by: Adam Miner

Seconded by: Roger Eastman

Motion Carried: 5-0

**PERSONNEL**

2. ACCEPT RESIGNATION

Resolved, that this Board of Education accepts, with regret, the resignation of Katelyn Millay, Elementary Teacher, effective June 30, 2020..

Motion made by: Roger Eastman

Seconded by: Anthony Barney

Motion Carried: 5-0

AMEND THE AGENDA—ADD  
RESOLUTION #9

CONSENT AGENDA

BH BOE MEETING MINUTS  
FROM 6/1/2020

WARRANTS:  
#10 CAPITAL MANUAL  
CHECKS  
#31 GENERAL WARRANT  
#31B GENERAL MANUAL  
CHECKS  
#31C ACH PAYMENTS

CSE/CPSE  
RECOMMENDATIONS

ACCEPT RESIGNATION-  
KATELYN MILLAY

3. ACCEPT RESIGNATION

Resolved, that this Board of Education accepts, with regret, the resignation of Denise Brown, Lunch Detention Teacher Aide, effective June 5, 2020..

Motion made by: Adam Miner

Seconded by: Roger Eastman

Motion Carried: 5-0

ACCEPT RESIGNATION-  
DENISE BROWN-TEACHER  
AIDE

4. APPROVE BH SUMMER SCHOOL

Be it resolved, that this Board of Education approves the operation of the BH Summer School Program for 2020, the program will operate Monday through Thursday from July 6<sup>th</sup> through August 6<sup>th</sup> ) for students entering Kindergarten through 8<sup>th</sup> grade.

Motion made by: Anthony Barney

Seconded by: Kyle Gehrke

Motion Carried: 5-0

APPROVE BH SUMMER  
SCHOOL PROGRAM

5. APPROVE SUMMER SCHOOL STAFF

Resolved, that this Board of Education approve the following summer school instructors/staff for the BHCS 2020 Summer School Program.

- Teacher, Kimberly Gordinier
- Teacher, Karen Scoville
- Teacher, Kathy Marlowe
- Teacher, Deborah Clark
- Assistant, Nicole Billman

Motion made by: Kyle Gehrke

Seconded by: Anthony Barney

Motion Carried: 5-0

APPROVE SUMMER SCHOOL  
STAFF

NEW BUSINESS

6. ROLL OVER OF DIRECT REIMBURSEMENT FOR UNCOVERED DENTAL/VISION/MEDICAL EXPENSES

Be it resolved that the Board will allow unused funds from the Superintendent's Contract, Administrators Handbook and the Non-Affiliated Employees Handbook in Article IV Section 5.0 Direct Reimbursement for Uncovered Dental/Vision/Medical Expenses to roll forward to the 2020-2021 School Year due to the impact that the COVID-19 Pandemic has had on the healthcare system and these employees lack of access to medical services. These funds are to be fully expended in the 2020-2021 school year along with all 2020-2021 contractual benefits.

Motion made by: Adam Miner

Seconded by: Roger Eastman

Motion Carried: 5-0

ROLL OVER OF DIRECT  
REIMBURSEMENT FOR  
UNCOVERED  
DENTAL/VISION/MEDICAL  
EXPENSES

7. PAID VACATION TIME FOR ADMINISTRATORS AND NON AFFILIATED EMPLOYEES

Be it resolved that this Board of Education approves Administrators and Non-Affiliated employees to be paid for any unused vacation days beyond ten (10) days from the 2019-2020 school year.

Motion made by: Anthony Barney

Seconded by: Roger Eastman

Motion Carried: 5-0

**PAID VACATION FOR  
ADMINISTRATORS AND  
NON-AFFILIATED  
EMPLOYEES**

8. ACCEPT AND APPROVE VOTING RESULTS

Be it Resolved, that this Board of Education accepts the assertion from the District Clerk and Election Inspectors from the June 9, 2020 Annual Budget and Election.

**ACCEPTS AND APPROVE  
VOTING RESULTS**

**Proposition #1-Budget**

Yes: 591

No: 224

Void: 5

Ballot not returned: 2

**Board of Education Election:**

Adam Miner: 711

Miscellaneous Write-In Votes: 13

Void: 11

Blank: 81

Ballot not returned: 6

Declaring: Adam Miner as the winner.

Motion made by: Roger Eastman

Seconded by: Adam Miner

Motion Carried: 5-0

**ADDITIONAL RESOLUTION  
HAND CARRIED IN TO  
MEETING**

Additional Resolution(s) Hand Carried in to Meeting

9. Budget Transfers

Resolved, that this Board of Education approve the budget transfers as enclosed.

**APPROVE BUDGET  
TRANSFERS**

Motion made by: Adam Miner

Seconded by: Anthony Barney

Motion Carried: 5-0

**POLICY**-none

**FOR THE BOARD'S REVIEW**

**ADMINISTRATIVE REPORT(S)**

- Business Manager's Update
  - Mr. Magovney updated the Board on the projects that are currently in progress.
  - Mr. Magovney also reported to the Board on the IDEA Grant Application that is due 7/15/2020 and the ESSA Application due 8/31/2020.

- Mr. Magovney is also working with Crowley and Halloran on a plan for the 2019-2020 audit. Most of the audit will be done virtually.
- Mr. Magovney addressed any questions from the Board.
- Principal's Update
  - Mr. Storey updated the Board on the Graduation Ceremony plans.
- Superintendent's Update
  - Ms. Collins reported to the Board on the Superintendent's Day (6/17) PowerPoint on reopening for September.
  - She also shared with the Board the description of work for the Mechanical Room Capital Outlay Project from Steve Staveski.
  - Questions from the Board were addressed.

#### **UPDATE TO BOARD OF EDUCATION QUESTIONS**

#### **EXECUTIVE SESSION**

Resolved, that this Board of Education enter executive session at 7:58 p.m. to discuss:

- A legal matter

Motion made by: Adam Miner

Seconded by: Anthony Barney

Motion Carried: 5-0

President Allen declared open session at 8:07 p.m.

#### **ADJOURNMENT**

Resolved, that at 8:09 p.m. that this meeting be adjourned.

Motion made by: Roger Eastman

Seconded by: Anthony Barney

Motion Carried: 5-0

**EXECUTIVE SESSION**

**ADJOURNMENT**

Official Meeting Minutes  
Sally Kohe  
District Clerk

**BELLEVILLE HENDERSON CSD**

**ENC. #2**

6/16/2020



**Check Warrant Report For H - 10: Capital Manual Checks May 2020 WARRANT #10 For Dates 5/1/2020 - 5/31/2020**

Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
1219	05/04/2020	6152	Whitton Consstruction LLC.	#19-3093	487	3,733.50
1220	05/04/2020	2765	Fiscal Advisors & Marketing	Invoice#31571	488	189.00
1221	05/20/2020	6055	SEI Design Group	Service Rendered Capital Project	151	372.44
1222	05/20/2020	6055	SEI Design Group	SERVICES RENDERED CAPITAL PROJECT	437	1,260.00
1223	05/29/2020	1170	Jefferson Lewis BOCES	002.100 Capital Project		227,827.00
<b>Number of Transactions: 5</b>					<b>Warrant Total:</b>	<b>233,381.94</b>
					<b>Vendor Portion:</b>	<b>233,381.94</b>

**Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 5 in number, in the total amount of \$ 233,381.94. 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.

6-1-2020  
Date

Mary Fenster  
Signature

Claims Auditor  
Title

# BELLEVILLE HENDERSON CSD

ENC. #3

6/16/2020



## Check Warrant Report For A - 42: General Warrant #31 For Dates 5/1/2020 - 5/31/2020

Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
1516932	05/31/2020	80	John Allen Sanitatn Srvc Inc.	Trash Removal	86	650.00
1516933	05/31/2020	80	John Allen Sanitatn Srvc Inc.	Load of Brush/Dumpster Rental	86	280.00
1516934	05/31/2020	5143	Ameritas Life Ins. Corp. of NY	May/June 2020	89	1,666.66
1516935	05/31/2020	4882	Bimbo Foods, Inc.	BREAD/ROLLS-GRANDJEAN		56.00
1516936	05/31/2020	4428	Blue Mountain Fruit & Produce	FRUIT/PRODUCE-GRANDJEAN		498.50
1516937	05/31/2020	5929	Century Linen & Uniform	UNIFORM SERVICES-GLEASON	107	78.79
1516938	05/31/2020	5784	COLDWAY	SERVICES RENDERED		290.00
1516939	05/31/2020	5403	First National Bank of Omaha	Credit Card #6252		271.33
1516940	05/31/2020	5403	First National Bank of Omaha	Credit Card #8753		691.45
1516941	05/31/2020	3787	Frontier	Phone-5023	94	104.03
1516942	05/31/2020	3787	Frontier	Phone-5360	95	55.21
1516943	05/31/2020	3787	Frontier	Phone-5360	96	247.30
1516944	05/31/2020	1055	Hermitage Art Company	Graduation Programs-Hess		86.30
1516945	05/31/2020	5444	HILLYARD INC-ROCHESTER	Supplies-Kiblin		928.04
1516946	05/31/2020	2751	Internal Training Services LLC	2019/2020 Misc Supplies-Fingar		114.51
1516947	05/31/2020	5636	Joseph Flihan Co.	Cold Food Unit	465	9,315.00
1516948	05/31/2020	495	New York Bus Sales, LLC	Bus Parts-Gleson	80	90.36
1516949	05/31/2020	3367	NY School & Municipal Energy	Natural Gas Billing-Bus Garage	104	2,610.85
1516950	05/31/2020	3367	NY School & Municipal Energy	Electrc Billing-Bus Garage	105	1,081.60
1516951	05/31/2020	3365	Premier Printing, Inc.	Services Rendered		430.00
1516952	05/31/2020	5437	Pulaski Urgent Care	DOT Physicals-Bus Drivers		500.00
1516953	05/31/2020	4823	Pyramid School Products	Combo Latch Locks-Hess	471	762.72
1516954	05/31/2020	5584	RURAL SCHOOLS ASSOCIATION OF NEW YORK STATE	RSA Membership Renewal Dues		750.00
1516955	05/31/2020	6142	Shiffler	Playground Equipment	483	520.61
1516956	05/31/2020	4651	SPECTRUM BUSINESS	Cable Services-School	111	241.76
1516957	05/31/2020	4651	SPECTRUM BUSINESS	Cable Services-Bus Garage	112	184.02
1516958	05/31/2020	4649	Stanley Convergent Security	Maintenance Charges		37.57
1516959	05/31/2020	3067	Staples	Binders	485	817.50
1516960	05/31/2020	4749	U.S OMNI	Employer Contributions		12,875.00
1516961	05/31/2020	4350	Victory Promotions	Baseball Hats		414.00
1516962	05/31/2020	2492	Renzi Brothers Inc.	Food/Milk-Grandjean		7,229.40
1516963	05/31/2020	2300	Walldroff Equipment Inc.	Supplies/Parts-Gleason	486	864.26
1516964	05/31/2020	2355	WESCO	Supplies-Kiblin		464.08
1516965	05/31/2020	6036	W.B. MASON (3)	To go Bowls-Grandjean		499.90
1516966	05/31/2020	4176	Benefit Services Group	Flex Payment		77.00
1516967	05/31/2020	6151	GUERCIO & GUERCIO LLP	Legal Services-4/1-4/30/2020		1,861.90

**BELLEVILLE HENDERSON CSD**

Check Warrant Report For A - 42: General Warrant #31 For Dates 5/1/2020 - 5/31/2020



Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
968	05/31/2020	5770	FRONTLINE EDUCATION	Guidance Direct		1,429.12
Number of Transactions: 37						Warrant Total: 49,074.77
						Vendor Portion: 49,074.77

**Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 37 in number, in the total amount of \$49,074.77. 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.

6-1-2020

Date

Mary Forester

Signature

Claims Auditor

Title



**BELLEVILLE HENDERSON CSD**

**ENC. #4**

6/16/2020



**Check Warrant Report For A - 40: Cash Disbursement General Manual Checks May 2020**

**#31B For Dates 5/1/2020 - 5/31/2020**

Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
1735	05/14/2020	2255	United States Postal Service	Mailing Bulk Non Profit #2		456.22
1735	05/14/2020	2255	**VOID** United States Postal Service	**VOID**		-456.22
1736	05/15/2020	2255	United States Postal Service	VOTE 2020 Bulk-Mailing		645.94
1737	05/19/2020	2255	United States Postal Service	Budget Newsletter 2020-Bulk Mailing		498.63
1738	05/29/2020	2255	United States Postal Service	6 Day Notices		644.55

**Number of Transactions: 5**

**Warrant Total: 1,789.12**

**Vendor Portion: 1,789.12**

**Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 5 in number, in the total amount of \$ 1,789.12. 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.

6-1-2020

Date

Mary Forester

Signature

Claims Auditor

Title

**BELLEVILLE HENDERSON CSD**

**ENC. #5**

6/16/2020



**Check Warrant Report For A - 43: Cash Disbursement MAY 2020 ACH PAYMENTS WARRANT 31C**  
**For Dates 5/1/2020 - 5/31/2020**

Check #	Check Date	Vendor ID	Vendor Name	Check Description	PO Number	Check Amount
507200025	05/31/2020	2607	JEFFERSON LEWIS ET AL SCHOOLS HEALTH PLAN	MAY 2020 INSURANCE PAYMENT		129,907.82
529200042	05/31/2020	1170	Jefferson Lewis BOCES	MAY 2020/SUMMER HANDICAPPED 2019-2020	366	211,426.34

**Number of Transactions: 2**

**Warrant Total: 341,334.16**

**Vendor Portion: 341,334.16**

**Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 2 in number, in the total amount of \$ 341,334.16. 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.

6-1-2020  
Date

Mary Forester  
Signature

Claims Auditor  
Title

Reference Number: 368 Type: BD

Date: 06/12/2020 Description: Budget Adjustment - BOCES - BOARD APPROVAL

Account	Detail Description	Vendor ID	PO Number	Liquidated	Debits	Credits
A 1981.490					36,045.00	
A 2110.490					26,882.27	
A 2280.490					44,204.50	
A 2610.490					3,483.57	
A 2820.490					6,410.40	
A 2855.490					1,380.00	
A 2250.490					77,222.86	
A 1430.490						3,773.70
A 1680.490						128,413.77
A 2070.490						23,691.51
A 2630.490						3,947.38
A 5510.490						705.70
A 9060.490						35,096.54
Journal Entry Totals:				0.00	195,628.60	195,628.60

gm / jac  
6/17/2020

# BELLEVILLE HENDERSON CSD

## Journal Entry



Reference Number: 369 Type: BD  
 Date: 06/12/2020 Description: Budget Adjustment - Equipment - BOARD APPROVAL

Account	Detail Description	Vendor ID	PO Number	Liquidated	Debits	Credits
A 2110.200					21,455.00	
A 2630.220						21,455.00
Journal Entry Totals:				0.00	21,455.00	21,455.00

*Sm / Jec*  
 6/12/2020

# BELLEVILLE HENDERSON CSD

## Journal Entry



Reference Number: 371 Type: BD  
 Date: 06/12/2020 Description: Budget Adjustment - Maintenance of Plant - BOARD APPROVAL

Account	Detail Description	Vendor ID	PO Number	Liquidated	Debits	Credits
A 9060.800					43,000.00	
A 1621.450						43,000.00
Journal Entry Totals:				0.00	43,000.00	43,000.00

*On 1 fac  
6/12/2020*

# BELLEVILLE HENDERSON CSD

## Journal Entry



Reference Number: 380 Type: BD  
 Date: 06/12/2020 Description: Budget Adjustment - Salaries - BOARD APPROVAL

Account	Detail Description	Vendor ID	PO Number	Liquidated	Debits	Credits
A 2630.160					22,424.00	
A 2110.120						22,424.00
Journal Entry Totals:				0.00	22,424.00	22,424.00

*Sm / fac*  
*6/12/2020*

Reference Number: 381 Type: BD

Date: 06/12/2020 Description: Budget Adjustment - Salaries - BOARD APPROVAL

Account	Detail Description	Vendor ID	PO Number	Liquidated	Debits	Credits
A 2110.140					33,241.27	
A 2630.160					1,525.98	
A 2250.160					15,385.40	
A 2110.130						50,152.65
Journal Entry Totals:				0.00	50,152.65	50,152.65

Sm / Jc  
6/12/2020

# BELLEVILLE HENDERSON CSD

## Journal Entry

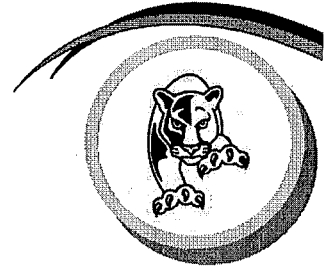


Reference Number: 382 Type: BD  
 Date: 06/12/2020 Description: Budget Adjustment - Salaries - BOARD APPROVAL

Account	Detail Description	Vendor ID	PO Number	Liquidated	Debits	Credits
A 2855.150					9,131.51	
A 2110.160					18,693.84	
A 5510.161					6,163.18	
A 2250.160					5,804.28	
A 1330.160					2,259.00	
A 2020.150						52,751.75
A 2110.121					10,699.94	
Journal Entry Totals:				0.00	52,751.75	52,751.75

*Sm / Jc*  
 6/12/2020





# BELLEVILLE HENDERSON CENTRAL SCHOOL

8372 County Route 75

Adams, New York 13605

Main Office: 315-846-5411

Guidance Office: 315-846-5825

District Office: 315-846-5826

Fax: 315-846-5617

## BELLEVILLE HENDERSON CENTRAL SCHOOL BUDGET VOTE/BOARD MEMBER ELECTION

June 9, 2020

Ballots counted, June 16, 2020 (after 5 pm)

### Proposition #1

Budget Resolution: Resolved, that the Board of Education of the BELLEVILLE HENDERSON CENTRAL SCHOOL DISTRICT be and hereby is authorized:

To expend the sum \$10,989,021

To levy the necessary tax for the above purposes

591 YES

224 NO

1 VOID - ballot

Ø BLANK

4 ~~BALLOT NOT RETURNED~~ Oath envelope - void

2 Missing - ballot not returned

822 TOTAL

Sally Kohl, Sally Kohl, District Clerk

Barbara Green, Barbara Green, Chair Person

Colleen Bellinger, Colleen Bellinger, Election Inspector

Nicole Billman, Nicole Billman, Election Inspector

Tara Hess, Tara Hess, Election Inspector

Maggie McNett, Maggie McNett, Election Inspector

Alison VanBrocklin, Alison VanBrocklin, Election Inspector

**BELLEVILLE HENDERSON CENTRAL SCHOOL  
BUDGET VOTE/BOARD MEMBER ELECTION  
June 9, 2020**

Be it finally resolved, that the result for the one (1) vacant Board of Education seat is as follows:

711 Adam Miner

13 WRITE-IN BALLOTS

7 VOID

81 BLANK

4 BALLOT NOT RETURNED Oath envelope void

6 Missing (not returned)

822 TOTAL

Declaring Adam Miner as the winner.

**Write-ins**

2 Pat Jareo

2 Kathy Sidmore

2 Nicole Zehr

1 Helen Stephens

1 Jim Wallace

1 Paul Riordan

1 Kurt Gehrke

1 Nick Broadhurst

1 Mark Zehr

1 Joseph Abbott

Sally Kohl, Sally Kohl, District Clerk

Barbara Green, Barbara Green, Chair Person

Colleen Bellinger, Colleen Bellinger, Election Inspector

Nicole Billman, Nicole Billman, Election Inspector

Tara Hess, Tara Hess, Election Inspector

Maggie McNett, Maggie McNett, Election Inspector

Alison VanBrocklin, Alison VanBrocklin, Election Inspector