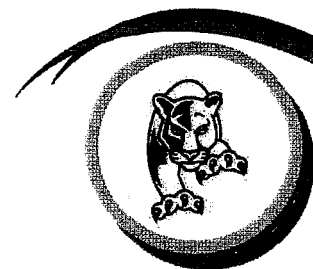


# BELLEVILLE HENDERSON CENTRAL SCHOOL

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"Home of the Panthers"



BELLEVILLE HENDERSON CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
REORGANIZATIONAL MEETING MINUTES  
July 15, 2019

The District Clerk opened the meeting with the Pledge of Allegiance.

The Clerk called the Reorganizational Meeting to order in the Library at 7:00 p.m.

The following members present:

John Allen, Anthony Barney, David Bartlett, Roger Eastman, Kyle Gehrke, Adam Miner and Kristin Vaughn.

Others present: Jane Collins, Superintendent, Scott Storey, Building Principal, Stephen Magovney, Business Manager and Sally Kohl, District Clerk.

Members from the community/guests: Derin Coates, Gary Ramsdell, Maryann O'Rourke, Lori Babcock, Nicholas Babcock and Kristine Maloney.

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> |
|------------------------|---------------------------|-------------------|--------------------|
| Anthony Barney         | May 21, 2019              | 5                 | 7/2019-6/2024      |
| Kyle Gehrke            | May 21, 2019              | 5                 | 7/2019-6/2024      |
| Roger Eastman          | May 15, 2018              | 5                 | 7/2018-6/2023      |
| Kristin Vaughn         | May 15, 2018              | 5                 | 7/2018-6/2023      |
| John Allen             | May 16, 2017              | 5                 | 7/2017-6/2022      |
| David Bartlett         | May 17, 2016              | 5                 | 7/2016-6/2021      |
| Adam Miner             | May 19, 2015              | 5                 | 7/2015-6/2020      |

The oath of office was administered to the elected Board of Education Members, Anthony Barney and Kyle Gehrke.

The District Clerk will ask for nominations for President of the Board of Education for the school year of 2019-2020.

David Bartlett made the motion to nominate John Allen for President. The motion was seconded by Roger Eastman. There were no further nominations. Adam Miner motioned the election of John Allen for President. Roger Eastman seconded the motion. Vote: 7-0

The Clerk administered the oath of office to President Allen.

President Allen assumed the chair and asked for nominations for Vice-President.

Roger Eastman made the motion to nominate Adam Miner for Vice President. The motion was seconded by David Bartlett. There were no further nominations. Roger Eastman motioned the election of Adam Miner for Vice President. Kristin Vaughn seconded the motion. Vote: 7-0

The Clerk administered to Vice-President Miner and Superintendent Collins.

1. DISTRICT OFFICERS

Resolved, that this Board of Education appoint the following District Officers for the school year 2019-2020:

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

Motion made by: Adam Miner:

Seconded by: Roger Eastman, Vote: 7-0

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

2. Resolved, that this Board of Education:

Appoint the following for the 2019-2020 school year:

| <u>NAME</u>                         | <u>POSITION</u>   |
|-------------------------------------|---|
|                                     | A.D.A Compliance Officer in accordance with the Americans with Disabilities Act of 1990 |
| Building Principal                  |   |
| School Nurse                        | AIDS Advisory Council Chairperson   |
| BHCS Board of Education             | Audit Committee   |
|                                     | Central Treasurer, Student Activities Fund  |
| District Treasurer                  |   |
| Mary Forrester                      | Claims Auditor  |
| Building Principal                  | Civil Right Compliance Officer  |
| Business Manager                    | Data Protection Officer   |
| Building Principal                  | Deputy Claims Auditor   |
| Building Principal                  | Deputy District Clerk   |
| Business Manager                    | Deputy District Treasurer   |
| Superintendent                      | Deputy Faculty Auditor  |
| Superintendent & Building Principal | Deputy Purchasing Agent   |
| Colleen Bellinger                   | Deputy Tax Collector  |
| School Counselor                    | Dignity for ALL Students Act (DASA) Coordinator   |
| Head of Maintenance                 | Energy Manager  |
| Crowley & Halloran CPAs, P.C.       | External (Independent) Auditor  |

|  |  |
|--|--|
| Business Manager   | Faculty Auditor  |
| Haylor, Freyer & Coon  | Insurance Consultants  |
| Head of Maintenance  | LEA Asbestos Designee  |
| School Counselor   | McKinney-Vento Homeless Liaison Officer                                      |
| Business Manager   | Purchasing Agent   |
| Business Manager   | Records Access Officer   |
| District Treasurer   | Records Access Officer   |
| Superintendent   | Records Appeals Officer  |
| Business Manager   | Records Management Officer   |
| Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Education Services | School Attorney  |
| TBD  | School Attorney  |
| Dr. Laura Gonzalez   | School Dentist   |
| Dr. Alfred Gianfagna   | School Physician   |
| CSE Chairperson  | Section 504 Compliance Officer in accordance with Rehabilitation Act of 1973 |
| Building Principal   | Title IX Compliance Officer  |

- Designates that the Community Bank NA, Adams Branch is the official depository for all funds of the school district for the school year 2019-2020.
- Designates that the Watertown Daily Times is the official newspaper for the Belleville Henderson Central School District for the year 2019-2020.
- 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.
- Establishes the Board of Education meeting dates as follows for the 2019-2020 school year:

|                            |   |
|----------------------------|---|
| Monday, July 15, 2019      | Re-Organizational and Regular Meeting for 2019-2020 |
| Monday, July 29, 2019      |   |
| Monday, August 12, 2019    |   |
| Monday, August 26, 2019    |   |
| Monday, September 09, 2019 |   |
| Monday, September 23, 2019 |   |
| Monday, October 07, 2019   |   |
| Monday, October 21, 2019   |   |
| Monday, November 04, 2019  |   |
| Monday, November 18, 2019  |   |

*Special Board of Education meetings will be scheduled as needed.*

|                           |  |
|---------------------------|--|
| Monday, December 09, 2019 |  |
| Monday, January 06, 2020  |  |
| Monday, January 27, 2020  |  |
| Monday, February 10, 2020 |  |
| Monday, February 24, 2020 |  |
| Monday, March 09, 2020    |  |
| Monday, March 23, 2020    |  |
| Monday, April 06, 2020    |  |
| Tuesday, April 21, 2020   | BOCES Budget Vote                                      |
| Tuesday, May 05, 2020     | Public Hearing and Meeting                             |
| Tuesday, May 19, 2020     | Annual Budget Vote/Election and Meeting                |
| Monday, June 01, 2020     |  |
| Monday, June 15, 2020     |  |
| Monday, July 06, 2020     | Re-Organizational and Regular Meeting for<br>2020-2021 |

- Authorizes the Superintendent to certify payrolls.
- Authorizes the District Treasurer to sign checks.
- Authorizes the Superintendent to apply for grants in aid.
- Authorizes, Central Treasurer to sign activity fund checks.
- 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 2019-2020 school year.
- Authorizes the Superintendent to make budgetary transfers up to \$20,000.00 of an appropriation when necessary.
- Authorizes attendance of School Board members, the School District Clerk, Business Manager, 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 2019-2020.
- Sets the tuition rate as follows for the 2019-2020 school year:
  - \$500 each student/per year
  - \$750 per family/per year
- Sets the mileage rates as follows for the 2019-2020 school year:
  - \$.50 per mile if choosing not to use a school vehicle
  - \$.54 per mile if a school vehicle is not available
- Sets the mileage rate for the 2019-2020 school year for use of a bus at actual cost to district.

- 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 policies and code of ethics in effect during the previous year as implied in Education Law 1709, 2503.

Motion: Roger Eastman;

Seconded by: Kristin Vaughn,

Vote: 7-0

### **3. 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: David Bartlett;

Seconded by: Roger Eastman,

Vote: 7-0

### **REPRESENTATIVE TO JEFFERSON-LEWIS SCHOOL BOARDS ASSOCIATION (JLSBA)**

4. Resolved, that this Board of Education appoints Roger Eastman to act as Executive Committee delegate and John Allen, as alternate and Roger Eastman, as Legislative Representative of the Belleville Henderson School District Board of Education to the Jefferson Lewis School Boards Association

Motion made by: Adam Miner;

Seconded by: Kristin Vaughn,

Vote: 7-0

### **CSE & CPSE COMMITTEE APPOINTMENTS**

5. Resolved, that this Board of Education appoints the following for the 2018-19 school year:

Committee on Pre-School Special Education:

- District Representative (Chairperson) 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)
- Representative from Early Intervention, by request for transition to CPSE
- Representative from Municipality, Invited

Committee on Special Education:

- District Representative (Chairperson), Erica Pettit
- 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), Erica Pettit
- School Psychologist, Erica Pettit (for new psych evaluation. 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), Erica Pettit
- 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:

- Erica Pettit

Motion made by: Roger Eastman;

Seconded by: Adam Miner,

Vote: 7-0

I. **ADJOURNMENT**

Resolved, that at \_\_\_\_\_ that this meeting be adjourned.

Motion- \_\_\_\_\_, Second- \_\_\_\_\_, Vote \_\_\_\_\_.