

BELLEVILLE HENDERSON CENTRAL SCHOOL

8372 County Route 75

Adams, New York 13605

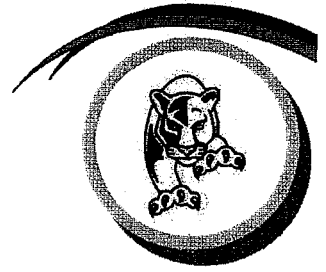
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"Home of the Panthers"



BELLEVILLE HENDERSON CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION REORGANIZATIONAL MEETING MINUTES

July 6, 2020

Livestreamed

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

The Clerk called the Reorganizational Meeting to order in the Library at 7:01 p.m.

The following members present:

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

Others present: Jane Collins, Superintendent, Scott Storey, Building Principal, Stephen Magovney, Business Manager, Ashleigh Barnhart-Burto, Administrative Coordinator, and Sally Kohl, District Clerk.

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>
Adam Miner	June 9, 2020	5	7/2020-6/2025
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

The oath of office was administered to the re-elected Board of Education member, Adam Miner.

The District Clerk will ask for nominations for President of the Board of Education for the school year of 2020-2021.

David Bartlett made the motion to nominate John Allen for President.

The motion was seconded by Roger Eastman.

There were no further nominations.

**OATH OF OFFICE-BOARD
MEMBER MINER**

**NOMINATIONS FOR
PRESIDENT**

John Allen accepted the nomination.
Adam Miner motioned the election of John Allen for President.
Anthony Barney seconded the motion.
Motion carried 6-0-1 (one abstention-John Allen)

ELECTION OF PRESIDENT

The oath of office was administered the oath of office to President Allen.

**OATH OF OFFICE-
PRESIDENT ALLEN**

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

NOMINATIONS FOR VP

Kristin Vaughn made the motion to nominate Adam Miner for Vice President. The motion was seconded by Anthony Barney.

There were no further nominations.

Adam Miner accepted the nomination.

Anthony Barney motioned the election of Adam Miner for Vice President.
David Bartlett seconded the motion.
Motion carried 6-0-1 (one abstention-Adam Miner)

ELECTION OF VP

The oath of office was administered to the Vice-President Miner and Superintendent Collins.

**OATH OF OFFICE-VP AND
SUPERINTENDENT**

1. Resolved, that this Board of Education appoints the following District Officers for the school year 2020-2021.

**APPOINT DISTRICT
OFFICERS**

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

Motion made by: Anthony Barney,
Seconded by: Roger Eastman

Motion carried: 7-0

The oath of office was administered to the District Clerk Kohl.

**OATH OF OFFICE -DISTRICT
CLERK**

2. Resolved, that this Board of Education:

- Approve the following positions for the 2020-2021 school year:

APPROVE POSITIONS

<u>NAME</u>	<u>POSITION</u>
Building Principal	A.D.A Compliance Officer in accordance with the Americans with Disabilities Act of 1990
School Nurse	AIDS Advisory Council Chairperson
Building Principal	Attendance Officer
BHCS Board of Education	Audit Committee

Date: July 6, 2020

Trespasz & Marquardt, LLP	Bond Counsel
District Treasurer	Central Treasurer, Extra Classroom Activities Fund
Building Principal	Civil Rights 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
Marry Forrester	Deputy Tax Collector
School Counselor, School Principal and Administrative Coordinator	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
Business Manager	Federal Child Nutrition Program Hearing Official
School Food Service Director	Federal Child Nutrition Program Reviewing Official
School Nurse	Federal Child Nutrition Program Verification Official
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
Law Offices of Guercio & Guercio, LLP	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

**APPROVE POSITIONS
(cont'd)**

- Designates that the Community Bank NA, Adams Branch is the official depository for all funds of the school district for the school year 2020-2021.
- Designates that the Watertown Daily Times is the official newspaper for the Belleville Henderson Central School District for the year 2020-2021.
- 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 2020-2021 school year:

Monday, July 06, 2020

Monday, July 20, 2020

Monday, August 10, 2020

Monday, August 24, 2020

Monday, September 14, 2020

Monday, September 28, 2020

Monday, October 19, 2020

Monday, November 09, 2020

Monday, November 23, 2020

Monday, December 14, 2020

Monday, January 11, 2021

Monday, January 25, 2021

Monday, February 08, 2021

Monday, February 22, 2021

Monday, March 08, 2021

Monday, March 22, 2021

Monday, April 12, 2021

Wednesday, April 21, 2021 BOCES Vote

Monday, May 10, 2021 Public Budget Hearing and BOE Election

Tuesday, May 18, 2021 Annual Budget Vote/Election and Meeting

Monday, June 07, 2021

Monday, June 21, 2021

Monday, July 12, 2021

Special Board of Education meetings will be scheduled as needed.

- Authorizes the Superintendent to certify payrolls.
- Authorizes the District Treasurer to sign checks.
- Authorizes the Superintendent to apply for grants in aid.
- Authorizes the Central Treasurer to sign activity fund checks.

OFFICIAL DEPOSITORY

OFFICIAL NEWSPAPER

**AUTHORIZATION TO
INVEST IN SCHOOL FUNDS**

**2020-2021 BOARD OF
EDUCATION MEETING
DATES**

**SUP'T TO CERTIFY
PAYROLLS**

DT TO SIGN CHECKS

**SUP'T TO APPLY FOR
GRANTS IN AID**

**CT TO SIGN ACTIVITY FUND
CHECKS**

- 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.
- 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 2020-2021 school year.
- Establishes a petty cash fund in the amount of \$100.00 for the school year 2020-2021. The District Treasurer will be responsible for the petty cash fund.
- Sets the tuition rate as follows for the 2020-2021 school year:
 - \$500 each student/per year
 - \$750 per family/per year
- Sets the mileage rates as follows for the 2020-2021 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 2020-2021 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 made by: Kristin Vaughn,

Seconded by: Anthony Barney

Motion carried: 7-0

**SUP'T TO MAKE
BUDGETARY TRANSFERS**

**AUTHORIZE ATTENDANCE
TO CONFERENCES**

**PARTICIPATE IN ST.
LAWRENCE/LEWIS
PURCHASING PROGRAMS
FOR 2020-2021**

ESTABLISH PETTY CASH

SET TUITION RATE

SET MILEAGE

**SET MILEAGE RATE FOR BUS
USE**

**APPROVE LOAN OF MONIES
TO LUNCH AND FEDERAL
FUNDS**

**READOPT ALL POLICIES
AND CODE OF ETHICS**

BONDING

3. Resolved that the personnel in the following titles for the 2020-2021 school year will be bonded:
- District Treasurer according to Education Law §2130; 8 NYCRR §170.2,
 - Deputy Treasurer according to Education Law §1720,
 - Tax Collector according to Education Law §2130; 8 NYCRR §170.2,
 - Deputy Tax Collector,
 - Extra Classroom Activities Fund Central Treasurer according to 8 NYCRR §172.5,
 - Internal Claims Auditor according to Education Law §2527; 8 NYCRR §170.2.

This will be accomplished through use of a blanket bond of \$1,000,000 in lieu of specific official undertakings according to Public Officers Law §11

Motion made by: Anthony Barney,
Seconded by: Kristin Vaughn

Motion carried: 7-0

MEMBERSHIP

4. 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: Roger Eastman
Seconded by: Kristin Vaughn

Motion carried: 6-0
(no response from Kyle Gehrke-technical difficulty)

REPRESENTATIVE TO JEFFERSON-LEWIS SCHOOL BOARDS ASSOCIATION (JLSBA)

5. Resolved, that this Board of Education appoints Roger Eastman to act as Executive Committee delegate and Anthony Barney 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

Motion carried: 7-0

CSE & CPSE COMMITTEE APPOINTMENTS

6. Resolved, that this Board of Education appoints the following for the 2020-2021 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)

BONDING OF PERSONNEL

**AUTHORIZE MEMBERSHIP
AND PAYMENT OF ANNUAL
DUES**

REPRESENTATIVE TO JLSBA

**CSE & CPSE COMMITTEE
APPOINTMENTS**

**CSE & CPSE COMMITTEE
APPOINTMENTS (cont'd)**

- 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: Adam Miner
Seconded by: Kristin Vaughn

Motion carried: 7-0

ADJOURNMENT

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

Motion made by: David Bartlett,
Seconded by: Roger Eastman

Motion carried: 7-0

**CSE & CPSE COMMITTEE
APPOINTMENTS (cont'd)**

ADJOURNMENT

Official Meeting Minutes
Respectfully Submitted,
Sally Kone
District Clerk