

**BYRON-BERGEN CENTRAL SCHOOL
REORGANIZATIONAL MEETING/
BOARD OF EDUCATION MEETING
Tuesday, July 09, 2019
4:00 p.m. – Board Conference Room**

Reorganizational Meeting

Call to Order: Superintendent M. Edwards called the meeting to order at 4:02 p.m.

Members Present: D. List, Y. Ace-Wagoner (arrived at 4:13 p.m.), K. Carlson, W. Forsyth, T. Menzie, A. Phillips, J. VanValkenburg

Members Absent: None

Also Present: M. Edwards, L. Prinz, R. Stevens

Oath of Office Administered to District Clerk Rachel Stevens by Superintendent Mickey Edwards.

Oath of Office Administered to Superintendent Mickey Edwards by District Clerk Rachel Stevens.

Oath of Office Administered to New Board Members Yvonne Ace-Wagoner, Kimberly Carlson and Jennifer VanValkenburg by District Clerk Rachel Stevens.

Election of President: It was moved by Y. Ace-Wagoner and seconded by A. Phillips to nominate Debra List for President. The motion passed 7 Yes, 0 No.

Oath of Office Administered to President Debra List by District Clerk Rachel Stevens.

Election of Vice President: It was moved by D. List and seconded by J. VanValkenburg to nominate Yvonne Ace-Wagoner for Vice President. The motion passed 7 Yes, 0 No.

Oath of Office Administered to Yvonne Ace-Wagoner Vice-President by District Clerk Rachel Stevens.

It was moved by W. Forsyth and seconded by A. Phillips **BE IT RESOLVED** that the following recommendations contained in Schedule A be approved for the 2019-2020 school year.

Schedule A

<u>Officers</u>	<u>Recommendation by Superintendent</u>
District Clerk	Rachel Stevens
Deputy District Clerk	Patricia Gunio

District Treasurer	Victoria Shallenberger
Deputy District Treasurer	Lori Prinz
Tax Collector	Rachel Stevens

The motion passed 7 Yes, 0 No.

It was moved by Y. Ace-Wagoner and seconded by T. Menzie **BE IT RESOLVED** that the following Schedule B of designations be approved for the 2019-2020 school year.

Schedule B

Designations

Bank Depository	1) JP Morgan Chase Bank 2) Bank of Castile
Official Newspaper	Batavia Daily News
School Attorneys	Harris Beach Bond Schoeneck & King, PLLC
Insurance Agent	Tompkins Insurance
Auditor – External	Lumsden & McCormick, LLP
Auditor – Claims	Teresa McMullen
Petty Cash Funds	School lunch fund - \$210.00 One petty cash fund of \$300.00 will be established and will be located in the Business Office. One petty cash fund of \$300.00 will be established for athletic admissions and will be located in the Business Office.
Payroll Authorization	Mickey Edwards
Official Bank Signatories	Victoria Shallenberger Mickey Edwards Lori Prinz Rachel Stevens
School Physician	United Memorial Medical Center (Rochester Regional)
Purchasing Agent	Mickey Edwards
Authorization to sign contracts	President of Board of Education Mickey Edwards Lori Prinz
Records Management Officer	Rachel Stevens Lori Prinz
Central Treasurer	Victoria Shallenberger
Asbestos Designee	Roger Caldwell
Travel Reimbursement Rate	Internal Revenue Service standard mileage rate
Budget Transfer Authorization	Lori Prinz and/or Mickey Edwards
Conference, Conventions, Workshop Authorization	Mickey Edwards
Grant Application Authorization	Mickey Edwards

Medical Review Officer	United Memorial Medical Center (Rochester Regional)
Chemical Hygiene Officer	Mike Conine
Right-to-Know/Infection Control Officer	Collette Dodson
Title IX Compliance Officer	Rebecca Manfreda
Section 504 Compliance Officer	Rebecca Manfreda
Authorization to Adjust School Calendar	Mickey Edwards
Records Access Officer	Lori Prinz
Residency Determination Officer	Lori Prinz
Homeless Liaison	Scott Bradley
Genesee Area Healthcare Plan Rep	Mickey Edwards
Alternate Rep	Lori Prinz
Dignities For All Students Act Coordinator	Scott Bradley
Sexual Harassment Officer	Patrick McGee
Chief Faculty Advisor	Patrick McGee
	Brian Meister
Regular Board Meeting Dates	
July 9, 2019	February 13, 2020
August 8, 2019	March 5, 2020
August 22, 2019	March 19, 2020
September 5, 2019	April 2, 2020
September 19, 2019	April 27, 2020
October 3, 2019	May 12, 2020 (Public Hearing)
October 17, 2019	May 19, 2020 (School Budget Vote – No Meeting)
November 7, 2019	May 28, 2020
November 21, 2019	June 11, 2020
December 12, 2019	June 25, 2020
January 16, 2020	
January 30, 2020	

Readopt all policies and the code of ethics in effect during the 2018-2019 school year.

Board Resolution to vest all powers of the President of the Board to the Vice President in his/her absence or disability.

CSE/CPSE Board of Education Appointments

The following names are being submitted for approval as members of the CSE/CPSE for the 2019-20 school year:

Committee on Special Education/Sub Committee on Special Education Membership:

District LEA Representative/Chairpersons:

Linda Johnson, Patrick McGee, Scott Bradley, Brian Meister, Betsy Brown, Christina Pascarella, Nichole Whiteford, Rebecca Manfreda

Parent(s) or person(s) in parental relationship(s) to the student

Student, if appropriate.

Special Education Teacher or Provider:

To be determined based upon the student

Regular Education Teacher:

To be determined based upon the student

School Psychologist:

To be determined based upon the student

School Physician:

To be determined based upon the student

Other persons having knowledge or special expertise regarding the student, including related services personnel as appropriate

To be determined based upon the student

Parent Members:

If specifically requested in writing by the parent of the student

To be determined

Committee on Preschool Special Education Membership:

District LEA Representative/Chairpersons:

Linda Johnson, Brian Meister, Betsy Brown, Christina Pascarella, Nichole Whiteford, Rebecca Manfreda

Parents or persons in parental relationship to the student

Special Education Teacher or Provider:

To be determined based upon the student

Regular Education Teacher:

To be determined based upon the student

Individual who can interpret the instructional implications of an evaluation:

To be determined based upon the student

Representative of the municipality of the preschool child's residence

School Physician:

If specifically requested in writing by the parent of the student

Parent Member:

If specifically requested in writing by the parent of the student

To be determined

Other persons having knowledge or special expertise regarding the student, including related services personnel as appropriate

To be determined based upon the student

For a child in transition from early intervention programs and services, the appropriate professional designated by the agency that has been charged with the responsibility for the preschool child.

The motion passed 7 Yes, 0 No.

Schedule C

NYS School Boards Association Representative and Voting Representative – Y. Ace-Wagoner

Alternate Representative and Voting Representative – J. VanValkenburg

School Representative for Genesee Valley School Boards – D. List

Back-up - A. Phillips

Committee Appointments:

Budget/Finance Committee	-	D. List
	-	J. VanValkenburg
	-	K. Carlson
Audit Committee	-	W. Forsyth
	-	T. Menzie
	-	J. VanValkenburg

- Policy Committee
 - Y. Ace-Wagoner
 - D. List
 - A. Phillips

- Facilities Committee
 - W. Forsyth
 - T. Menzie
 - J. VanValkenburg

- SOAR Task Force
 - Y. Ace-Wagoner
 - D. List
 - K. Carlson

- Elementary Level Collaborative Improvement Team
 - A. Phillips

- Jr-Sr High School Level Collaborative Improvement Team
 - K. Carlson

It was moved by A. Phillips and seconded by K. Carlson that the recommendations in Schedule C be approved. The motion passed 7 Yes, 0 No.

Board of Education Meeting

Business Administrator Comments: L. Prinz stated that the Bus Ban Bid opening will be on July 16, 2019 and closing will be on July 25, 2019. She will be asking the Board to approve the tax levy for 2019-2020 at the meeting on August 8, 2019.

Superintendent's Comments: M. Edwards told the Board that there was a revision on the Board of Education Meeting dates because the first meeting in May did not meet the requirements for the budget vote. Their information folders had an updated form for the Academic Focus and Student Council Reports. There are new additions to the agenda under New Business: 7.1 – Revised 2019-2020 Hourly Non-Affiliated Pay Rates (Eff. 7/1/19), 7.2 – Creation of Civil Service School Bus Dispatcher Position, 7.3 – At Will Employee Agreement – Michael List, 7.4 Revised Board of Education Dates, 7.5 – Appointment – Secondary Social Studies (7-12) Teacher – Clare Denick (Eff. 9/3/19) and 7.6 – Appointment – Christine Stevens – School Bus Dispatcher (Eff. 7/22/19).

Consent Agenda: It was moved by W. Forsyth and seconded by A. Phillips that the following consent agenda be approved:

Approval of Minutes
June 20, 2019

Financial Matters

General Fund Bills: Warrant A-85, Ck. # 18276-18338, \$75,186.15
School Lunch Bills: Warrant C-23, Ck. # 200368-200372, \$10,717.74
Federal Fund Bills: Warrant F-28, Ck. # 400194-400202, \$1,008.17
Trust and Agency (TA) Fund Bills: Warrant TA-52 Ck. # 300459, \$26.97
Capital Fund Bills: Warrant H-20, Ck. # 2444-2447, \$26,875.00
Expendable Trust (TE) Fund Bills: Warrant TE-5 Ck. # 500107-500112,
\$2,550.00

Personnel Matters

Resignations/Retirement:

Retirement – WNY Tech Academy Counselor –
Sean Madden (Eff. 11/30/19)

Resignation – Sr. Clerk – Toni Jachimowicz (Eff. 7/15/19)

Approvals:

LTS Category III ENL/ESL/ESOL Teacher for 2019-2020 School Year –
Amy Winslow

Miscellaneous Matters

Field Trip – 5th & 6th Grade – Washington, DC – 6/19/20-6/21/20

CSE/CPSE Review

CSE Recommendations – Cases # 2215, # 2321, # 2435, # 2557, # 2661,
2666, # 2690, # 2719, # 2853, # 2878, # 3020, # 3146, # 3227, # 3233,
3355, # 3398, # 3400, # 3433, # 3476, # 3534, # 3587, # 3672, # 3689,
3742, # 3858, # 3895, # 3926, # 3979, # 3984, # 3994, # 3995, # 3996,
4212, # 4220, # 4279, # 4280, # 4285, # 4380, # 4393

CPSE Recommendations – Cases # 3693, # 4148, # 4179, # 4241, # 4251,
4267, # 4396

The motion passed 7 Yes, 0 No

Approval –
Revised 2019-
2020 Hourly
Non-Affiliated
Pay Rates
(Eff. 7/1/19)

Upon the recommendation of the Superintendent, it was moved by
Y. Ace-Wagoner and seconded by T. Menzie to approve the Revised
2019-2020 Hourly Non-Affiliated Pay Rates (Eff. 7/1/19).
The motion passed 7 Yes, 0 No.

Approval –
Creation of
School Bus
Dispatcher
Position

Upon the recommendation of the Superintendent, it was moved by
K. Carlson and seconded by J. VanValkenburg to approve the Creation
of School Bus Dispatcher Position.
The motion passed 7 Yes, 0 No.

Approval – At Will Employee Agreement – Michael List
Upon the recommendation of the Superintendent, it was moved by A. Phillips and seconded by T. Menzie to approve the At Will Employee Agreement for Michael List.
The motion passed 7 Yes, 0 No.

Approval – Revised Board of Education Meeting Dates
Upon the recommendation of the Superintendent, it was moved by Y. Ace-Wagoner and seconded by W. Forsyth to approve the Revised Board of Education Meeting Dates.
The motion passed 7 Yes, 0 No.

Approval – Appointment – Secondary Social Studies (7-12) Teacher – Clare Denick (Eff. 9/3/19)
Upon the recommendation of the Superintendent, it was moved by J. VanValkenburg and seconded by A. Phillips to approve Clare Denick, who is holds initial certification in Social Studies (7-12) area in the public schools of New York State, is hereby appointed to the position of Secondary Social Studies (7-12) Teacher in the Secondary Social Studies (7-12) tenure area for a probationary period of four (4) years to commence on September 3, 2019 and to end at the end of the day on the first day of the school year in September, 2023. The salary during the first year of this appointment will be paid in accordance with the salary schedule as outlined in the collective bargaining agreement between the Byron-Bergen Faculty Association (BBFA) and the Board of Education, and will be based upon Step 1.
The motion passed 7 Yes, 0 No.

Approval – Appointment – School Bus Dispatcher – Christine Stevens (Eff. 7/22/19)
Upon the recommendation of the Superintendent, it was moved by Y. Ace-Wagoner and seconded by A. Phillips to appoint Christine Stevens, to the 12 month Civil Service position of School Bus Dispatcher effective July 22, 2019. The rate of pay during the 2019-2020 school year is \$15.00 per hour. This is a probationary, non affiliated position. Christine must register and take the next Civil Service examination for School Bus Dispatcher, once it is offered, and be reachable on the results list.
The motion passed 7 Yes, 0 No.

Comments from the Audience:
None

Information/Announcements/Reports:
None

Requests Requiring Board Consideration:
None

Review of Next Meeting's Agenda:

Policy Committee Update
+ Facilities Committee Update
Budget Committee Update
Audit Committee Update
SOAR Committee Update
+ Positive Recognition

Adjournment:

It was moved by A. Phillips and seconded by T. Menzie to adjourn the meeting at 5:08 p.m.
The motion passed 7 Yes, 0 No.