

**BYRON-BERGEN CENTRAL SCHOOL
REORGANIZATIONAL MEETING/
BOARD OF EDUCATION MEETING
Tuesday, July 12, 2016
5:00 p.m. – Board Conference Room**

Reorganizational Meeting

Call to Order: Superintendent M. Edwards called the meeting to order at 5:00 p.m.

Members Present: D. List, W. Forsyth, Y. Ace-Wagoner, A. Phillips,
J. VanValkenburg, T. Menzie, K. Carlson

Members Absent: None

Also Present: M. Edwards, W. Snyder, R. White

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

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Oath of Office Administered to Board Members Yvonne Ace-Wagoner, Kimberly Carlson,
Jennifer VanValkenburg, and Amy Phillips (1 year term).

Election of President: It was moved by Y. Ace-Wagoner and seconded by J. VanValkenburg to
nominate D. List for President. The motion passed 7-0.

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

Election of Vice President: It was moved by T. Menzie and seconded by A. Phillips to nominate
Y. Ace-Wagoner for Vice-President. The motion passed 7-0.

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

It was moved by J. VanValkenburg and seconded by A. Phillips that the following
recommendations contained in Schedule A be approved for the 2016-2017 school year.

Schedule A

<u>Officers</u>	<u>Recommendation by Superintendent</u>
District Clerk	Rachel White
Deputy District Clerk	Patricia Gunio
District Treasurer	Vicky Shallenberger
Deputy District Treasurer	William Snyder

Tax Collector

Jadwiga Syfert

The motion passed 7-0.

It was moved by J. VanValkenburg and seconded by Y. Ace-Wagoner that the following Schedule B of designations be approved for the 2016-2017 school year.

Schedule B

Designations

Bank Depository

- 1) JP Morgan Chase Bank
- 2) First Niagara/ Key Bank

Official Newspaper

Batavia Daily News

School Attorneys

Leon Katzen

Lacy Katzen LLP

Jennifer Schwartzott, Attorney at Law

(Osborn, Reed & Burke LLP)

Harris Beach

Insurance Agent

Tompkins Insurance

Auditor - External

Lumsden & McCormick, LLP

Auditor – Claims

Lori Prinz

Petty Cash Funds

School lunch fund - \$210.00

Two petty cash funds of \$150.00 each be established and that they will be administered by:

M. Edwards

W. Snyder

Two petty cash funds of \$150.00 each for athletic admissions. Administered by G. Starowitz.

Payroll Authorization

Mickey Edwards

Payroll Issuance

Rachel White

Purchasing Agent

Mickey Edwards

Authorization to sign contracts

President of Board of Education

Records Management Officer

Rachel White

Central Treasurer

Rachel White

Asbestos Designee

Michael List

Travel Reimbursement Rate

Internal Revenue Service standard mileage rate

Budget Transfer Authorization

Mickey Edwards

Conference, Conventions,

Workshop Authorization

Mickey Edwards

Grant Application Authorization

Mickey Edwards

Medical Review Officer

Stephen Mawn (United Memorial Medical)

Chemical Hygiene Officer

Stephen Locke

Right-to-Know/Infection Control

Officer

Collette Dodson

Title IX Compliance Officer

Donna Moscicki

Section 504 Compliance Officer	Donna Moscicki
Authorization to Adjust School Calendar	Mickey Edwards
Records Access Officer	William Snyder
Residency Determination Officer	William Snyder
Homeless Liaison	Patrick McGee
Genesee Area Healthcare Plan Rep	William Snyder
Alternate Rep	Mickey Edwards
Dignities For All Students Act Coordinator	Patrick McGee

2016-2017 Board Meeting Calendar

Standard Work Day and Reporting Resolution for Elected and Appointed Officials

Superintendent Evaluation Instrument

Readopt all policies and the code of ethics in effect during the 2015-2016 school year.

Board Resolution for Approval of Impartial Hearing Officers

Whereas, legal time restraints make the expedited designation of an impartial hearing officer for special education impartial hearings difficult in some circumstances and,

Whereas, New York State allows the designation of Board of Education members to approve the selection of the impartial hearing officer in the absence of the Board as a whole,

Resolved that the Board of Education of Byron-Bergen Central School District designates the President of the Board of Education or if the President is unavailable, the Vice-President of the Board of Education to act in the capacity of designating said impartial hearing officers as needed.

Voting in Favor: W. Forsyth, A. Phillips, J. VanValkenburg, T. Menzie, K. Carlson.

Abstained: D. List, Y. Ace-Wagoner

Schedule C

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

Alternate Representative and Voting Representative – A. Phillips

School Representative for Genesee Valley School Boards – D. List

Back-up - T. Menzie

Committee Appointments:

Budget/Finance Committee	-	Committee of the Whole
Audit Committee	-	W. Forsyth
	-	T. Menzie
	-	J. VanValkenburg
Policy Committee	-	Y. Ace-Wagoner
	-	D. List
	-	A. Phillips
Facilities Committee	-	W. Forsyth
	-	T. Menzie
	-	D. List
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
District Level Collaborative Improvement Team	-	J. VanValkenburg

It was moved by T. Menzie and seconded by A. Phillips that the recommendations in Schedule C be approved. The motion passed 7-0.

It was moved by Y. Ace-Wagoner and seconded by W. Forsyth to close the reorganizational meeting at 5:30 p.m. The motion passed 7-0.

Board of Education Meeting

Call to Order: The meeting was called to order at 5:31 p.m. by President D. List.

Members Present: D. List, Y. Ace-Wagoner, W. Forsyth, K. Carlson, A. Phillips, J. VanValkenburg, T. Menzie

Members Absent: None

Also Present: M. Edwards, W. Snyder, R. White

Executive Session: It was moved by Y. Ace-Wagoner and seconded by A. Phillips to enter executive session at 5:31 p.m. to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. The motion passed 7-0.

Return to Public Session: It was moved by A. Phillips and seconded by Y. Ace-Wagoner to return to public session at 5:50 p.m. The motion passed 7-0.

President's Report: D. List said that they put on a very nice Graduation Ceremony for the Class of 2016. She also said that she was talking with Dr. Hunter and he wanted to say good-bye to everyone and it was going to be hard for him to leave us because he grew very attached to our community. She also thanked everyone for the appointment for President of the Board of Education.

Superintendent's Comments: Mickey just wanted to let everyone know things are going well with his transition to Superintendent and his new office and he is just trying to organize and find things.

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

Approval of Minutes

June 16, 2016

Financial Matters

General Fund Bills

Trust and Agency Fund Bills

Federal Fund Bills

School Lunch

Activity Treasurer's Report – May 2016

Treasurer's Report – June 2016

Personnel Matters

Approvals:

Parental Leave of Absence- Techer Justine Fritz (Effective 11/7/16)

Substitute Bus Driver – Daniel Stevens

Revised Terms and Conditions of Employment – Rachel White

CSE/CPSE Review

CSE Recommendations – Cases #2198, #2318, #2645, #2666, #2675, #2786, #2840, #2878, #2959, #2993, #3020, #3025, #3305, #3355, #3410, #3414, #3433, #3742, #3959, #3973, #3985, #3986, #792

CPSE Recommendations – Cases #3592, #3599, #3686, #3701, #3786, #3814, #3841, #3842, #3844, #3845, #3846, #3849, #3853, #3916, #3924, #3945, #3979, #3995, #3996

The motion passed 7-0.

Tabled Until Next Board Meeting- Child of Becky Prefontaine (Seth Prefontaine – Grade 2) to attend BBCS as a Non-Resident Student for the 2016-2017 School Year: Upon the recommendation of the Superintendent, it was moved by Y. Ace-Wagoner and seconded by W. Forsyth to table until the next board meeting the Child of Becky Prefontaine (Seth Prefontaine – Grade 2) to Attend BBCS as a Non-Resident Student for the 2016-2017 School Year. The motion passed 7-0.

Approval – Buses 60 & 61 To Be Designated as Obsolete Equipment: Upon the recommendation of the Superintendent, it was moved by W. Forsyth and seconded by T. Menzie to approve that Buses 60 & 61 to be Designated as Obsolete Equipment. The motion passed 7-0.

Approval – Buses 60 & 61 To Be Put Out For Bid: Upon the recommendation of the Superintendent, it was moved by A. Phillips and seconded by W. Forsyth to approve that Buses 60 & 61 to be Put Out for Bid. The motion passed 7-0.

Adjournment: It was moved by Y. Ace-Wagoner and seconded by A. Phillips to adjourn the meeting at 6:04 p.m. The motion passed 7-0.