

**BYRON-BERGEN CENTRAL SCHOOL  
REORGANIZATIONAL MEETING/  
BOARD OF EDUCATION MEETING  
Thursday, July 12, 2018  
4:30 p.m. – Board Conference Room**

**Reorganizational Meeting**

Call to Order: Superintendent M. Edwards called the meeting to order at 4:33 p.m.

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

Members Absent: T. Menzie

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 William Forsyth and Debra List.

Election of President: It was moved by Y. Ace-Wagoner and seconded by W. Forsyth to nominate D. List for President. The motion passed 6 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 A. Phillips to nominate Y. Ace-Wagoner for Vice President. The motion passed 6 Yes, 0 No.

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

It was moved by J. VanValkenburg and seconded by W. Forsyth **BE IT RESOLVED** that the following recommendations contained in Schedule A be approved for the 2018-2019 school year.

**Schedule A**

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

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

The motion passed 6 Yes, 0 No.

It was moved by Y. Ace-Wagoner and seconded by W. Forsyth **BE IT RESOLVED** that the following Schedule B of designations be approved for the 2018-2019 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	Vicky 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	Vicky 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	Lori Prinz
Section 504 Compliance Officer	Scott Bradley
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 12, 2018	February 14, 2019
August 16, 2018	March 14, 2019
August 30, 2018	March 28, 2019
September 13, 2018	April 25, 2019
September 27, 2018	May 7, 2019 (Public Hearing)
October 18, 2018	May 21, 2019 (School Budget Vote – No Meeting)
November 8, 2018	May 23, 2019
December 6, 2018	June 6, 2019
January 10, 2019	June 20, 2019
January 24, 2019	

Readopt all policies and the code of ethics in effect during the 2017-2018 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 2018-19 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

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

Cindy Burke

Lanette Sloat

**Committee on Preschool Special Education Membership:**

District LEA Representative/Chairpersons:

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

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

Cindy Burke

Lanette Sloat

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 6 Yes, 0 No.

### **Schedule C**

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

School Representative for Genesee Valley School Boards – D. List  
Back-up - J. VanValkenburg

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  
- K. Carlson  
- 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

District Level Collaborative Improvement Team  
- T. Menzie

It was moved by J. VanValkenburg and seconded by W. Forsyth that the recommendations in Schedule C be approved. The motion passed 6 Yes, 0 No.

It was moved by W. Forsyth and seconded by Y. Ace-Wagoner to close the reorganizational meeting at 4:55 p.m. The motion passed 6 Yes, 0 No.

### **Board of Education Meeting**

Call to Order: The meeting was called to order at 4:56 p.m. by President D. List.

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

Members Absent: T. Menzie

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

Business Administrator Comments: L. Prinz discussed the proposed 2018 Tax Warrant and the Resolution to transfer to Capital Fund that she would like the Board to approve.

Superintendent's Comments: M. Edwards gave the Board a new Special Education Organizational Chart and a 2018-2019 Board Reports/Tours Schedule. He said that they had a community meeting on Monday with Marla that included parents, teachers, administration, etc. to discuss the mission, vision and value statements of the school. He also talked about the new business: Summer Hours – Alyson Tardy and Jillian Stoessel (Eff. 7/1/18) and the 2018 Tax Warrant.

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

Approval of Minutes

June 21, 2018

Financial Matters

General Fund Bills: Warrant A-104, Ck. # 16789-16836, \$125,358.23

Trust and Agency (TA) Fund Bills: Warrant TA-56 Wire #1008-1013,  
Ck. # 300230-300237, \$1,383,525.79

Trust and Agency (TE) Fund Bills: Warrant TE-7 Ck. # 500062-500069,  
\$2,450.00

Federal Fund Bills: Warrant F-31, Ck. # 400098-400104, \$3,883.78

School Lunch Bills: Warrant C-26, Ck. # 200189-200198, \$13,739.34

Monthly Treasurer's Report – May 2018, June 2018

Personnel Matters

Resignations/Retirement:

Retirement – Teacher Aide – Patricia Merritt (Eff. 6/22/18)

Approvals:

Special Education Consultant – Linda Johnson (Eff. 7/1/18)

Summer Hours – Debra Pangrazio (Eff. 6/25/18-8/31/18)

School Bus Monitor – Linda Poole (Eff. 7/16/18)

Miscellaneous Matters

2018-2019 Hourly Non-Affiliated Pay Rates (Eff. 7/1/18)

Transfer to Capital Fund Resolution:

**WHEREAS**, the New York State Comptroller's Office advises Governmental entities, such as Public Schools, to utilize excess fund balance to reduce debt; and

**WHEREAS**, the qualified voters of the district of the Byron Bergen Central School District (the "District") approved a Capital Project proposition in the amount of \$18,452,902 on September 21, 2017 and authorized the District to finance said capital project by borrowing an amount of money, not to exceed \$16,452,902; and

**WHEREAS**, the Byron-Bergen Central School District has excess fund balance in the 2017-18 school year; and

**WHEREAS**, the Board of Education (the "Board") for the Byron-Bergen Central School District at a meeting held on July 12, 2018 (the

“Meeting”), approved a transfer of excess fund balance from the General Fund to the Capital Fund in the 2017-18 school year in an amount of \$500,000 to be used to reduce the amount of monies to be borrowed for financing of the capital project; and

**WHEREAS**, the transfer of the \$500,000 in excess fund balance from the General Fund to the Capital Fund will reduce the anticipated borrowing, for September 21, 2017 voter approved 2017 Capital Project.

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF EDUCATION HEREBY**, directs the District’s Business Office to transfer an excess fund balance of \$500,000 from the General Fund to the Capital Fund, as of June 30, 2018, to be used to reduce anticipated borrowing for financing the September 21, 2017 voter approved 2017 Capital Project.

Prohibition Against Meal Shaming Plan

CSE/CPSE Review

CSE Recommendations – Cases #2198, #2215, #2314, # 2318, #2353, #2379, #2411, #2648, #2666, #2675, #2700, #2728, #2784, #2786, #2840, #2959, #2960, #2993, #3021, #3025, #3233, #3272, #3287, #3355, #3388, #3410, #3466, #3549, #3583, #3587, #3597, #3672, #3858, #3995, #3996, #4093, #4220, #4237, #4279, #4280, #4283, #4285.

The motion passed 6 Yes, 0 No

Approval –  
Summer Hours –  
Alyson Tardy &  
Jillian Stoessel  
(Eff. 7/1/18)

Upon the recommendation of the Superintendent, it was moved by W. Forsyth and seconded by A. Phillips to approve the Summer Hours – Alyson Tardy and Jillian Stoessel (Eff. 7/1/18)  
The motion passed 6 Yes, 0 No.

2018-2019  
Tax Warrant

Upon the recommendation of the Superintendent, it was moved by J. VanValkenburg and seconded by Y. Ace-Wagoner to approve the 2018-2019 Tax Warrant.

“Whereas the Board of Education has authorized the Byron-Bergen Central School District to raise for the current budget for the 2018-19 school year a sum not to exceed **\$8,599,072.00.**” After applying anticipated/projected STAR Program Reimbursement of **\$1,736,961** the Tax Warrant shall be in the amount of **\$6,862,111.**

“Therefore be it resolved that the Board of Education fix the equalization rates by town to confirm the extension of taxes as they appear on the



attached described tax roll.”

“And be it hereby directed that the above described tax roll, authorizing the collection of said taxes to begin September 1, 2018 and to end on October 30, 2018, giving the tax warrant an effective period of sixty days, at the expiration of which time the tax collector shall make an accounting to the Board of Education in writing.”

“And it is further directed that the delinquent tax penalties shall be fixed as follows:

September 1, 2018 – September 30, 2018: Free Period

October 1, 2018 – October 30, 2018: 2% Interest

Given under our hand this 12<sup>th</sup> day of July, 2018.”

The motion passed 6 Yes, 0 No.

Approval –  
Mickey Edwards  
Contract  
(Eff. 7/1/18)

Upon the recommendation of the Superintendent, it was moved by Y. Ace-Wagoner and seconded by A. Phillips to approve Mickey Edwards Contract (Eff. 7/1/18).  
The motion passed 6 Yes, 0 No.

Comments from the Audience:

None

Information/Announcements/Reports:

The Board discussed moving their retreat to March/April and not doing it in August anymore going forward.

Requests Requiring Board Consideration:

None

Review of Next Meeting’s Agenda:

Facilities Committee  
Audit Committee  
Positive Recognition

Executive Session:

It was moved by W. Forsyth and seconded by K. Carlson to enter executive session at 5:22 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 6 Yes, 0 No.

Return to Public  
Session:

It was moved by W. Forsyth and seconded by K. Carlson to return to public session at 5:33 p.m. The motion passed 6 Yes, 0 No.

Adjournment:

It was moved by W. Forsyth and seconded by Y. Ace-Wagoner to adjourn the meeting at 5:34 p.m. The motion passed 6 Yes, 0 No.