

**BYRON-BERGEN CENTRAL SCHOOL
BOARD OF EDUCATION MEETING
Thursday, April 13, 2023
6:00 p.m. – Elementary Cafetorium
Tour of the Elementary School & Pool at 5:00 p.m.**

- Call to Order: The meeting was called to order at 5:00 p.m. by President D. List.
- Members Present: D. List, H. Ball, K. Carlson, T. Menzie (left at 5:52 p.m.), J. VanValkenburg
- Members Absent: J. Cook, A. Phillips
- Also Present: P. McGee, L. Prinz, K. Loftus, R. Stevens, B. Brown, K. Kaercher, and 5 members of the audience.
- Executive Session: It was moved by J. VanValkenburg and seconded by H. Ball to enter executive session at 5:43 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 5 Yes, 0 No.
- Return to Public Session: It was moved by J. VanValkenburg and seconded by H. Ball to return to public session at 6:02 p.m.
The motion passed 4 Yes, 0 No
- President's Report: D. List said next Tuesday, GVSBA will be meeting at 4:45 p.m. to discuss current events, upcoming issues and plans for the future of districts. She is glad the weather is cooperating so that spring sports are able to get outside. The Board toured the Elementary and Natatorium and they were found to be in acceptable condition.
- Academic Focus: Grace Campbell provides health instruction for grades 3-5 in the Elementary School. The year is going very well and is very beneficial to the students. She has found out that social and emotional related topics need a little more focus; so topics such as relationship building, conflict resolution, decision making, and goal setting have been covered. She has also done units on hygiene, safety, nutrition, the digestive system, stress management, disease and illness prevention, and DARE (with the help of Officer Brabon). Several students in the SADD club from the Jr./Sr. High came to talk about emotions. To end the year they will be discussing ADHD and ADD, the importance of proper communication, the skeletal system, and physical fitness.
- Student Council Report: None

Principals'
Comments:

K. Loftus reported:

- This week the Elementary is celebrating Neurodiversity with a spirit week. J. Bradigan and D. Reed put information together so teachers could talk with students about what this what neurodiversity is.
- New York State testing for ELA is next week Thursday and Friday. The math portion is May 3rd and 4th.
- There are a lot of field trips and events coming up now that the weather is getting nicer. Farm Day, STEAM Day, and Olympics/Fun in the Sun Day are coming up within the next two months.

Director of
Instructional
Services
Comments:

B. Brown said the last Superintendent's Conference Day last month went very well. M. Palmer, J. Wolcott, and C. Schroth did an amazing job at the STEAM Wars at GCC and this year there was increased participation with female students. The Summer Learning Program interest survey was sent out to get an idea of how many students would be interested in participating. Special Education annual reviews are underway and there is a new focus on post-graduation for our students. K. Kaercher said that kindergarten screening for CPSE students has been completed.

Business
Administrator
Comments:

L. Prinz went through the items that are under New Business and explained them. The cafeteria fund purchased 36 new lunch tables for the Jr./Sr. High School. On April 12th a person from NYS Pupil Transportation did a presentation on their new online reporting for schools. The new system will start on July 1, 2023 and requires a great deal of data to be reported to their department on a regular basis. The final 2023-2024 proposed budget was presented. Even though NYS has not passed their budget, there were no changes to the projected revenue, expenditures, and proposed tax levy for the 2023- 2024 school year. The total proposed spending for 2023-2024 is \$25,972,402 and the allowable tax levy increase is 0.44%. There are additional propositions on the ballot this year:

- Proposition # 2 Transportation Needs:

- Two (2) mini buses \$155,801
- Three (3) seven
passenger minivans \$127,620
 \$283,421

- Proposition # 3 Capital Reserve – 2023

- Proposition # 4 Technology & Equipment Reserve – 2023

There are three Board of Education seats open as of July 1, 2023. Two candidates will be appointed for a three-year period and one will be appointed to the vacated seat of William Forsyth for the period of May 17, 2023 through June 30, 2024. The vote will be held May 16, 2023 in the Sr. High Gymnasium from 12:00 p.m. (noon) to 9:00 p.m.

Superintendent's
Comments:

P. McGee said that the Alumni Hall of Fame induction last month went very well. Three alumni were inducted this year: Mr. William (Bill) Carruthers, Mrs. Barbara Carruthers, and Commander Aaron Anderson. Pat and Betsy attended a Women's Initiative conference in Skaneateles and it was great networking. Statistically 77% of Superintendents are male and 23% are female. This year the school was awarded the Utica National 2023 School Safety Excellence Award. The newsletter for the capital project will be going out soon.

Consent Agenda:

It was moved by K. Carlson and seconded by H. Ball that the following consent agenda be approved:

Approval of Minutes

March 16, 2023

Financial Matters

General Fund Bills: Warrant A-61, Ck. # 23461-23516, \$66,147.20

School Lunch Fund Bills: Warrant C-17, Ck. # 201034-201041, \$6,292.77

Federal Fund Bills: Warrant F-13, Ck. # 400473, \$171.72

Capital Fund Bills: Warrant H-10, Ck. # 2663, \$28,778.00

Trust & Agency Fund Bills: Warrant TA-20, Wire # 1598-1601,
Ck. # 301225-301233, \$413,967.82

Personnel Matters

Resignations/Retirement/Termination:

Resignation – Cleaner – Caroline Finucane (Eff. 3/22/23)

Approvals:

LTS Elementary Teacher – Darlene Sommerfeldt (Eff. 9/5/23)

Darlene Sommerfeldt, who holds initial certifications in the Childhood Education (1-6) and Students with Disabilities (1-6) certification areas in the public schools of New York State, is hereby appointed to the temporary position of (Category IV) Long-Term Substitute Elementary Education Teacher commencing September 5, 2023 through June 26, 2024. The salary during 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 2. This is a benefit eligible position.

Additional 2022-2023 Spring Sport Coach/Advisor &
Volunteer Appointments

Baseball

Modified – Thomas Flynn

Volunteer – Dan Utter

Softball

Modified Volunteer – Rebekah Ireland

Substitute Teacher (UPK-12) – Julia Yakowyna

Cleaner – Patricia Schramm (Eff. 4/14/23)

Compensation Agreement for Extra Hours

Secretary – Michelle MacKenzie (Eff. 4/17/23)

Miscellaneous Matters

School Budget/Proposition & Board Candidate Election –
Election Inspectors for May 16, 2023

Field Trip – Sr. High Band – New York City – 5/13/23-5/14/23

CPSE/CSE Review

CPSE cases as presented

CSE cases as presented

The motion passed 4 Yes, 0 No

Policy Committee
Update:

None

Facilities
Committee
Update:

Meeting will be set for June 2023.

Budget Committee
Update:

None

Audit Committee
Update:

None

SOAR Update:

None

Positive
Recognition:

Recognition will be given during the Buzzin' Bistro on May 16, 2023.

Approval –
Policy # 8540 –
Home, Hospital,
or Institutional
Instruction
(Homebound
Instruction)

Upon the recommendation of the Superintendent, it was moved by
K. Carlson and seconded by J. VanValkenburg to approve Policy # 8540 –
Home, Hospital, or Institutional Instruction (Homebound Instruction).

The motion passed 4 Yes, 0 No.

Approval –
MOA between
Byron-Bergen
Faculty Association
And Byron-Bergen
Central School
District

Upon the recommendation of the Superintendent, it was moved by
J. VanValkenburg and seconded by H. Ball to approve the MOA between
Byron-Bergen Faculty Association and Byron-Bergen Central School
District.

The motion passed 4 Yes, 0 No.

Approval –
Additional
2022-2023
Extracurricular
Activity
Appointment

Upon the recommendation of the Superintendent, it was moved by H. Ball and seconded by K. Carlson to approve the Additional 2022-2023 Extracurricular Activity Appointment: Storytelling – Megan Wahl.

The motion passed 4 Yes, 0 No.

Approval –
Capital Reserve –
2023 and
Technology
Reserve – 2023
Resolution

Upon the recommendation of the Superintendent, it was moved by K. Carlson and seconded by H. Ball to approve the Capital Reserve – 2023 and Technology Reserve – 2023 Resolution.

RESOLUTION OF THE BOARD OF EDUCATION OF THE BYRON-BERGEN CENTRAL SCHOOL DISTRICT, GENESEE, MONROE AND ORLEANS COUNTIES, NEW YORK (THE “DISTRICT”) AUTHORIZING THE SUBMISSION OF TWO PROPOSITIONS TO BE VOTED UPON BY THE QUALIFIED VOTERS OF SAID DISTRICT AT THE ANNUAL MEETING THEREOF TO BE HELD ON MAY 16, 2023

BE IT RESOLVED BY THIS BOARD OF EDUCATION OF THE BYRON-BERGEN CENTRAL SCHOOL DISTRICT, GENESEE, MONROE AND ORLEANS COUNTIES, NEW YORK, AS FOLLOWS:

Section 1. At the annual meeting of the qualified voters of the Byron-Bergen Central School District, Genesee, Monroe and Orleans Counties, State of New York, to be held on May 16, 2023 the following propositions shall be submitted to be voted upon (in addition to the proposition approving the budget for the District’s 2023/2024 fiscal year):

PROPOSITION NO. 3 – CAPITAL RESERVE FUND-2023

RESOLVED, that the Board of Education of the Byron-Bergen Central School District, Genesee, Monroe and Orleans Counties, New York (the “District”) is hereby authorized and directed to

- (a) establish a reserve fund pursuant to Education Law Section 3651 to be known as the “Capital Reserve Fund-2023” for the purpose of financing, in whole or in part, additions, alterations, renovations or other improvements to existing District’s buildings and facilities, construction of new buildings or facilities or the acquisition of lands or interests in lands for District purposes, including the construction, reconstruction or improvement of playgrounds, athletic fields, recreation areas, parking areas, roadways, sidewalks and other site improvements connected to such buildings and facilities, and the acquisition and installation of machinery, equipment, apparatus or furnishings required for the purposes thereof, with the ultimate amount of such reserve fund not exceeding four million dollars (\$4,000,000), plus any accrued earnings on amounts deposited in such reserve fund, the probable existence of said reserve fund being fifteen (15) years, but said

reserve fund to continue in existence for its stated purpose until liquidated in accordance with the Education Law, and the sources from which funds shall be obtained for said reserve fund being (i) current and future unappropriated fund balances from the General Fund of the District, as directed by the Board of Education, (ii) appropriations authorized by the voters from time to time, (iii) fund balances transferred from other reserve funds of the District as may be authorized by the Board of Education or by the voters of the District from time to time in accordance with applicable State law, and (iv) state aid, as directed by the Board of Education from time to time; and

- (b) transfer to said capital reserve fund the entire balance on deposit in said District's existing "Capital Reserve-2019" established pursuant to Education Law Section 3651 pursuant to a proposition approved by the qualified voters of said District on May 21, 2019.

PROPOSITION NO. 4 – TECHNOLOGY AND EQUIPMENT RESERVE FUND-2023

RESOLVED, that the Board of Education of the Byron-Bergen Central School District, Genesee, Monroe and Orleans Counties, New York (the "District") is hereby authorized and directed to establish a reserve fund pursuant to Education Law Section 3651 to be known as the "Technology and Equipment Reserve Fund-2023" for the purpose financing, in whole or in part, the purchase of technology equipment, including hardware and software, related devices, networking equipment, peripherals, and other equipment (educational and office), machinery or apparatus incidental thereto or separately, provided that such capital costs are an object or purpose that would be eligible for financing under the Local Finance Law, the ultimate amount of such reserve fund shall not exceed two million dollars (\$2,000,000), plus any accrued earnings on amounts deposited in such reserve fund, the probable existence of said reserve fund being fifteen (15) years, but said reserve fund to continue in existence for its stated purpose until liquidated in accordance with the Education Law, and the sources from which funds shall be obtained for said reserve fund being (i) current and future unappropriated fund balances from the General Fund of the District, as directed by the Board of Education, (ii) appropriations authorized by the voters from time to time, (iii) fund balances transferred from other reserve funds of the District as may be authorized by the Board of Education or by the voters of the District from time to time in accordance with applicable State law, and (iv) state aid, as directed by the Board of Education from time to time.

Section 2. The Board Clerk is hereby authorized and directed to include within the notice of said annual meeting required to be to be

published and posted by the District, a statement to the affect that the proposition set for the in Section 1 of the resolution will be voted upon at such annual meeting, which notice shall contain the full text of each such proposition.

Section 3. This resolution shall take effect immediately upon its adoption.

The question of the adoption of the foregoing resolution was duly put to vote on a roll call, which resulted as follows.

	AYES	NAYS
Debra List	X	
Heidi Ball	X	
Kimberly Carlson	X	
Jennifer VanValkenburg	X	

The motion passed 4 Yes, 0 No.

Approval –
2023-2024
Budget and
Propositions

Upon the recommendation of the Superintendent, it was moved by H. Ball and seconded by K. Carlson to approve the 2023-2024 Budget and Propositions.

Proposition #1 - RESOLVED that the proposed budget of expenditures of the Byron-Bergen Central School District for the school year 2023-24, totaling \$25,972,402 and for the purposes shown in the statement of estimated expenditures adopted by the Board of Education, be and the same hereby is approved and the amount thereof shall be raised by a . levy of a tax upon the taxable property of the school district, after first deducting the monies available from State aid and other sources as provided by law.

Proposition #2 – RESOLVED that the Board of Education of the Byron-Bergen Central School District is hereby authorized to acquire two (2) mini school buses and three (3) minivans at a cost not to exceed \$283,412, which is estimated to be the maximum cost thereof, expend such sums for such purpose, levy the tax necessary therefore, to be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education, taking into account State aid received, and in anticipation of the collection of such tax, to issue bonds and notes of the District at one time or from time to time, or enter into a lease-purchase agreement to acquire said vehicles.

Proposition #3 – RESOLVED that the Board of Education of the Byron-Bergen Central School District, Genesee, Monroe and Orleans Counties, New York (the “District”) is hereby authorized and directed to:

- (a) establish a capital reserve fund pursuant to Education Law Section 3651, to be known as the “Capital Reserve Fund-2023” for the purpose of financing, in whole or in part, additions, alterations, renovations or other improvements to existing District’s buildings and facilities, construction of new buildings or facilities or the acquisition of lands or interests in lands for District purposes, including the construction, reconstruction or improvement of playgrounds, athletic fields, recreation areas, parking areas, roadways, sidewalks and other site improvements connected to such buildings and facilities, and the acquisition and installation of machinery, equipment, apparatus or furnishings required for the purposes thereof, with the ultimate amount of such reserve fund not exceeding four million dollars (\$4,000,000) plus any accrued earnings on amounts deposited in such reserve fund, the probable existence of said reserve fund being fifteen (15) years, but with said reserve fund to continue in existence for its stated purpose until liquidated in accordance with the Education Law, and the sources from which funds shall be obtained for said reserve fund being (i) current and future unappropriated fund balances from the General Fund of the District, as directed by the Board of Education, (ii) appropriations authorized by the voters from time to time, (iii) fund balances transferred from other reserve funds of the District as may be authorized by the Board of Education or by the voters of the District from time to time in accordance with applicable State law, and (iv) state aid, as directed by the Board of Education from time to time; and
- (b) transfer to said capital reserve fund the entire balance on deposit in said District’s existing “Capital Reserve-2019” established pursuant to Education Law Section 3651 pursuant to a proposition approved by the qualified voters of said District on May 21, 2019.

Proposition #4 – RESOLVED that the Board of Education of the Byron-Bergen Central School District, Genesee, Monroe and Orleans Counties, New York (the “District”) is hereby authorized and directed to:

establish a reserve fund pursuant to Education Law Section 3651 to be known as the “Technology and Equipment Reserve Fund-2023” for the purpose financing, in whole or in part, the purchase of technology equipment, including hardware and software, related devices, networking equipment, peripherals, and other equipment (educational and office), machinery or apparatus incidental thereto or separately, provided that such capital costs are an object or purpose that would be eligible for financing under the Local Finance Law, the ultimate amount of such reserve fund shall not exceed two million dollars (\$2,000,000), plus

any accrued earnings on amounts deposited in such reserve fund, the probable existence of said reserve fund being fifteen (15) years, but said reserve fund to continue in existence for its stated purpose until liquidated in accordance with the Education Law, and the sources from which funds shall be obtained for said reserve fund being (i) current and future unappropriated fund balances from the General Fund of the District, as directed by the Board of Education, (ii) appropriations authorized by the voters from time to time, (iii) fund balances transferred from other reserve funds of the District as may be authorized by the Board of Education or by the voters of the District from time to time in accordance with applicable State law, and (iv) state aid, as directed by the Board of Education from time to time.

The motion passed 4 Yes, 0 No.

Approval –
Recommendation
of Kircher
Construction
for the 2022-2023
Capital Outlay
Project

Upon the recommendation of the Superintendent, it was moved by J. VanValkenburg and seconded by H. Ball to approve the Recommendation of Kircher Construction for the 2022-2023 Capital Outlay Project in the amount of \$86,739.79 for the removal of an underground fuel tank at the Jr./Sr. High Building.

The motion passed 4 Yes, 0 No.

Approval –
Creation of
Director of
Technology &
Assessment
Position

Upon the recommendation of the Superintendent, it was moved by H. Ball and seconded by J. VanValkenburg to approve the Creation of the Director of Technology and Assessment Position.

The motion passed 4 Yes, 0 No.

Approval –
2023-2024
Property Tax
Report Card

Upon the recommendation of the Superintendent, it was moved by J. VanValkenburg and seconded by H. Ball to approve the 2023-2023 Property Tax Report Card.

The motion passed 4 Yes, 0 No.

Approval –
SEQRA
Resolution for
the 2023-2024
Capital Outlay
Exception Project

Upon the recommendation of the Superintendent, it was moved by K. Carlson and seconded by H. Ball to approve the SEQRA Resolution for the 2023-2024 Capital Outlay Exception Project. There was discussion.

April 13, 2023

BYRON BERGEN CENTRAL SCHOOL DISTRICT BOARD OF

EDUCATION RESOLUTION REGARDING SEQRA DETERMINATION

WHEREAS, the Byron Bergen Central School District Board of Education (the “Board”) has considered the impact to the environment of following Scope of Work to be completed:

1. Jr/Sr High School Facility (SED # 18-07-01-00-02)

SCOPE OF WORK SUMMARY

Removal and replacement of exterior and interior doors, door hardware, door locks and card reader systems to continue to preserve district assets.

WHEREAS, the Board has reviewed the Scope of Work set forth above as one Proposed Action, and has further consulted with its architects and legal counsel with respect to the potential for environmental impacts resulting from the Proposed Action;

WHEREAS, the Board has relied on the statement of facts contained in the State Education Department Project Descriptions (Form FP-PD) and reviewed the Proposed Action with respect to the Type II criteria set forth in 6 NYCRR. Part 617 of the Environmental Conservation Law, Article 8 ("SEQRA") and concluded that the project involves:

- Maintenance or reconstruction involving no substantial changes in an existing facility or structure (6 NYCRR §617.5(c)(1));
- Replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building or fire codes (6 NYCRR §617.5(c)(2));

THEREFORE, BE IT RESOLVED, by the Board as follows:

1. The Proposed Action, individually and cumulatively, does not constitute substantial changes to the existing facilities and involves routine activities of educational institutions, and, therefore, does not exceed the thresholds for a Type II Action established under 6 NYCRR Part 617.
2. The Board hereby determines the Proposed Action is a Type II action in accordance with SEQRA regulations.
3. No further review of the Proposed Action is required under SEQRA.
4. This resolution shall be effective immediately.

The motion passed 4 Yes, 0 No.

Approval –
Time Change
For April 24th
Board of
Education
Meeting

Upon the recommendation of the Superintendent, it was moved by H. Ball and seconded by K. Carlson to approve the Time Change for the April 24th Board of Education Meeting from 6:00 p.m. to 6:30 p.m.

The motion passed 4 Yes, 0 No.

Public Comment: 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 J. VanValkenburg and seconded by K. Carlson to adjourn the meeting at 6:53 p.m.
The motion passed 4 Yes, 0 No.