

**BYRON-BERGEN CENTRAL SCHOOL
REORGANIZATIONAL MEETING/
BOARD OF EDUCATION MEETING
Tuesday, July 14, 2020
5:00 p.m. – Professional Development Room**

Reorganizational Meeting

Call to Order: Superintendent M. Edwards called the meeting to order at 5:08 p.m.

Members Present: D. List, Y. Ace-Wagoner, K. Carlson, W. Forsyth (arrived at 5:10 p.m.),
T. Menzie (left at 6:18 p.m.), A. Phillips (left at 6:23 p.m.),
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 Newly Re-elected Board Members Tammy Menzie and Amy Phillips by District Clerk Rachel Stevens.

Election of President: It was moved by Y. Ace-Wagoner and seconded by T. Menzie 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 J. VanValkenburg and seconded by A. Phillips 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 Y. Ace-Wagoner **BE IT RESOLVED** that the following recommendations contained in Schedule A be approved for the 2020-2021 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 A. Phillips and seconded by T. Menzie **BE IT RESOLVED** that the following Schedule B of designations be approved for the 2020-2021 school year.

Schedule B

<u>Designations</u>	
Bank Depository	1) JP Morgan Chase Bank 2) Bank of Castile
Official Newspaper	Batavia Daily News Genesee Valley Penny Saver
School Attorneys	Harris Beach Bond Schoeneck & King, PLLC Webster Szanyi
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	Patrick McGee
Genesee Area Healthcare Plan Rep	Mickey Edwards
Alternate Rep	Lori Prinz
Dignities For All Students Act Coordinator	Betsy Brown
Sexual Harassment Officer	Rebecca Manfreda
Data Protection Officer	Thomas Moore
Chief Faculty Advisor	Patrick McGee Brian Meister
Regular Board Meeting Dates	
July 14, 2020	February 11, 2021
August 13, 2020	March 4, 2021
August 27, 2020	March 18, 2021
September 10, 2020	April 8, 2021
September 24, 2020	April 26, 2021
October 8, 2020	May 11, 2021 (Public Hearing)
October 22, 2020	May 18, 2021 (School Budget Vote – No Meeting)
November 5, 2020	May 27, 2021
November 19, 2020	June 10, 2021
December 10, 2020	June 24, 2021
January 14, 2021	
January 28, 2021	

Readopt all policies and the code of ethics in effect during the 2019-2020 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 2020-2021 school year:

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

District LEA Representative/Chairpersons:

Linda Johnson, Patrick McGee, 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 - T. Menzie

Committee Appointments:

Budget/Finance Committee	-	D. List
	-	K. Carlson
	-	J. VanValkenburg

- 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

- District Level Collaborative Improvement Team
 - T. Menzie

It was moved by Y. Ace-Wagoner and seconded by T. Menzie 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 borrowing has to be done in two separate amounts due to COVID-19 and the amount of days that the Estoppel needed to be advertised. Under New Business she is asking the Board to Approve the 2020-2021 Capital Outlay Project SEQRA resolution where improvements will be made at the bus garage. The tax rate calculation is completed and sent over to the county for review and will be brought to the Board for approval at the August 13th meeting.

Superintendent's Comments: M. Edwards stated that the school sent out a Community Reopening Survey this morning and by 4:10 p.m. they had already received 171 responses; it seems to be about a 60/40 split whether or not parents want their kids to come back to a physical school setting. The survey will run until July 24th. The Department of Health released a 23 page school opening guidelines and SED should be releasing their guidelines on

Wednesday. Mr. Edwards is meeting with other CSOs in the region on Thursday to discuss and share ideas for an opening plan. The NYSSBA Conference will be virtual this year due to COVID-19. There is a Facilities Committee meeting with Pike and CPL on July 21st at 3:00 p.m.

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

Approval of Minutes

June 25, 2020

Financial Matters

General Fund Bills: Warrant A-80, Wire # 99119, \$7,500.00
Warrant A-81, Wire # 99121, \$6,600.00
Warrant A-82, Ck. # 19710-19716, \$10,623.53
Warrant A-83, Ck. # 19717-19803, \$501,302.62
Warrant A-1, Wire # 99120, \$120,533.34
Warrant A-3, Ck. # 19804, \$220,867.58
School Lunch Fund Bills: Warrant C-27, Ck. # 200554-200582, \$6,131.49
Federal Fund Bills: Warrant F- 25, Ck. # 400274-400278, \$89,932.61
F-1, Ck. # 400279-400280, \$90,949.82
Trust & Agency Fund Bills: Warrant TA-43, Wire # 1264-1269
Ck. # 300675-300680, \$1,436,738.31
Warrant TA-1, Wire # 1270-1273
Ck. # 300681-300682, \$100,123.95
Capital Fund Bills: Warrant H-24, Wire # 99116, \$13,325,000.00
Warrant H-25, Ck. # 2552-2562, \$743,624.59
Expendable Trust (TE) Fund Bills: Warrant TE-3. Ck. 500144-500145,
\$500.00

Personnel Matters

Resignations/Retirement:

Resignation – ENL Teacher –

Amy-Catherine Cunningham (Eff. 6/16/20)

Approvals:

Summer Hours for Kindergarten Screenings

Ayn Gardner Elizabeth Overhoff

Shana Feissner Elizabeth Swan

Jenna Voos Christina Pascarella

Summer Hours for Kindergarten Placement – Heather Hill

Miscellaneous Matters

None

CSE/CPSE Review

CSE Recommendations – Cases # 2675, # 2907, # 3355, # 3388, # 3476, # 3587, # 3672, # 3742, # 3895, # 3984, # 3994, # 4024, # 4148, # 4241, # 4248, # 4251, # 4272, # 4287, # 4502

CPSE Recommendations – Cases # 4281, # 4286, # 4419, # 4447, # 4488, # 4508, # 4511, # 4516, # 4517, # 4518

The motion passed 7 Yes, 0 No

Approval –
2020-2021
Hourly
Non-Affiliated
Pay Rates
(Eff. 7/1/20)

Upon the recommendation of the Superintendent, it was moved by J. VanValkenburg and seconded by K. Carlson to approve the 2020-2021 Hourly Non-Affiliated Pay Rates (Eff. 7/1/20).

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.

2020-2021 Multi
Year Purchasing
Agreement
(MYPA) –
SAA # 36255.0
& 2020-2021 Multi
Year Purchasing
Agreement
(MYPA) –
SAA # 36311.0

Upon the recommendation of the Superintendent, it was moved by W. Forsyth and seconded by Y. Ace-Wagoner to lump together and approve the 2020-2021 Multi Year Purchasing Agreement (MYPA) – SAA # 36255.0 and 2020-2021 Multi Year Purchasing Agreement (MYPA) – SAA # 36311.0.

The motion passed 7 Yes, 0 No.

“Best Value”
Purchasing
Resolution

Upon the recommendation of the Superintendent, it was moved by K. Carlson and seconded by Y. Ace-Wagoner to approve the “Best Value” Purchasing Resolution:

“BEST VALUE” PURCHASING RESOLUTION

July 14, 2020

WHEREAS, the District’s purchases of materials and services are made in accordance with General Municipal Law Article 5-A;

WHEREAS, General Municipal Law § 103(16) allows the District, as a municipal entity, to purchase certain material and services at a price determined to be “best value,” rather than lowest responsible bidder, by the Board of Education;

WHEREAS, “best value” is defined by New York State Finance Law § 163 as “the basis for awarding contracts for services to the offerer which optimizes quality, cost, cost and efficiency, among responsive and responsible offerers. Such basis shall reflect, wherever possible, objective and quantifiable analysis. Such basis may also identify a quantitative factor for offerers that are small businesses, certified minority- or women-owned business enterprises as defined in subdivisions one, seven, fifteen, and twenty of § 310 of the Executive Law to be used in evaluation of offerers for awarding of contracts for services.

WHEREAS, the District, as a municipal entity, may purchase, in accordance with General Municipal Law § 103(16), through bids solicited by the United States government, the New York State government, and New York’s political subdivisions, including school district s; through bids let in a manner consistent with or materially equivalent to New York State requirements for bidding; or may piggyback on any contract or bid approved for piggybacking through New York State Office of General Services.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Byron-Bergen Central School District hereby authorizes the purchase of materials and services using a “best value” determination, as an option to “lowest responsible bidder,” in accordance with General Municipal Law § 103(16), and in compliance with all District purchasing policies and procedures, with Board approval.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon adoption.

WHEREAS, the Byron-Bergen Central School District (School District) pursuant to the authority granted in General Municipal Law Article 5A (Public Contracts), § 103 desires to participate in the Choice Partners Cooperative Purchasing, Keystone Purchasing, NCPA National Cooperative Purchasing Alliance, OMNIA Partners, Sourcewell Purchasing Cooperative (formerly NJPA), and Tips-USA and;

WHEREAS §103 of the General Municipal Law permits the School District to make purchasing of apparatus, materials, equipment, or supplies, or to contract for services related to the installation, maintenance or repair of apparatus, materials, equipment, and supplies, as may be required by the School District therein through the use of a contract let by the United States of America or any agency thereof, any state or any other county or political subdivision or district therein if such contract was let to the lowest responsible bidder or on the basis of best value in a manner

consistent with this section and made available for use by other governmental entities; and

WHEREAS the School District desires to participate for the purpose of fulfilling and executing its public governmental purposes, goals, objectives, programs and functions; and

WHEREAS THE School District has reviewed the benefits of participating in this program and based on this review has concluded the program will provide the best value to taxpayers of this School District through the anticipated savings to be realized.

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Byron-Bergen Central School District authorizes the School District's participation in the Choice Partners Cooperative Purchasing, Keystone Purchasing, NCPA National Cooperative Purchasing Alliance, OMNIA Partners, Sourcewell Purchasing Cooperative (formerly NJPA) and Tips-USA, and authorizes the Business Administrator or the Purchasing Agent to register with Choice Partners Cooperative Purchasing, Keystone Purchasing, NCPA National Cooperative Purchasing Alliance, OMNIA Partners, Sourcewell Purchasing Cooperative (formerly NJPA) and Tips-USA and programs on behalf of the School District.

The motion passed 7 Yes, 0 No.

2020-2021
Capital Outlay
Project SEQRA
Resolution

Upon the recommendation of the Superintendent, it was moved by J. VanValkenburg and seconded by A. Phillips to approve the 2020-2021 Capital Outlay project SEQRA Resolution:
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. New Bus Maintenance Facility (SED # 18-07-01-04-5-008)
 - Entrance Vestibule, Entryways, Card Access System, Office Window Improvements and Overhead Doors to limit access and enhance security.

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));

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 7 Yes, 0 No.

Approval of Same Season Dual-Sport Participation

Upon the recommendation of the Superintendent, it was moved by Y. Ace-Wagoner and seconded by A. Phillips to approve the Same Season Dual-Sport Participation agreement. There was discussion. The motion passed 7 Yes, 0 No.

Approval of Time Clock MOA for Byron-Bergen Office and Personnel and Teachers’ Aides Association

Upon the recommendation of the Superintendent, it was moved by Y. Ace-Wagoner and seconded by J. VanValkenburg to approve the Time Clock MOA for Byron-Bergen Office and Personnel and Teachers’ Aides Association. The motion passed 7 Yes, 0 No.

Approval of July 1, 2020 – June 30, 2023 Byron-Bergen Office and Personnel and Teachers’ Aides Association Contract

Upon the recommendation of the Superintendent, it was moved by W. Forsyth and seconded by T. Menzie to approve the July 1, 2020 – June 30, 2023 Byron-Bergen Office and Personnel and Teachers’ Aides Association Contract.
The motion passed 7 Yes, 0 No.

Comments from the Audience:
None

Information/Announcements/Reports:
None

Requests Requiring Board Consideration:
K. Carlson will not be at the August 13th Board of Education Meeting.

Review of Next Meeting’s Agenda:
Policy Committee Update
+Facilities Committee Update – July 21st at 3:00 p.m.
Budget Committee Update
Audit Committee Update
SOAR Committee Update
Positive Recognition

Executive Session: It was moved by A. Phillips and seconded by Y. Ace-Wagoner to enter into executive session at 5:40 p.m. to discuss proposed, pending, or current litigation. No business will be conducted after executive session.
The motion passed 7 Yes, 0 No.

Return to Public Session: It was moved by W. Forsyth and seconded by J. VanValkenburg to return to public session at 6:34 p.m.
The motion passed 5 Yes, 0 No.

Adjournment: It was moved by W. Forsyth and seconded by K. Carlson to adjourn the meeting at 6:35 p.m.
The motion passed 5 Yes, 0 No.