

**BYRON-BERGEN CENTRAL SCHOOL
BOARD OF EDUCATION MEETING
Thursday, September 21, 2023
6:00 p.m. – Professional Development Room**

New Employee Reception

- Call to Order: The meeting was called to order at 5:34 p.m. by President D. List.
- Members Present: D. List, H. Ball, K. Carlson, J. Cook, L. Forsyth, C. Matthews, L. Smith
- Members Absent: None
- Also Present: P. McGee, L. Prinz, C. Stehm, K. Loftus, R. Stevens, B. Brown, K. Grattan, K. Kaercher, J. Back, and 7 member of the audience.
- Executive Session: It was moved by H. Ball and seconded by L. Smith to enter executive session at 5:34 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 Yes, 0 No.
- Return to Public Session: It was moved by K. Carlson and seconded by H. Ball to return to public session at 5:45 p.m.
The motion passed 7 Yes, 0 No
- President's Report: D. List welcomed the new employees. She was told that Opening Day went well and K. Carlson did a great job on the opening day speech.
- Academic Focus: None
- Student Council Report: None
- Principals' Comments: K. Loftus reported:
- The start of the school year has been very successful. It has been a smooth transition for students.
 - Both K. Loftus and K. Kaercher went into classrooms to go over the Code of Conduct and talk about the Core Values.
 - The Pikmykid app is now being used for dismissal for the morning UPK class and is going very well.
 - Thirsty Thursday, optional PD sessions, have started and will be held on Thursday mornings.

- Up for approval under New Business is the Prekindergarten Program Plan for 2023-2024. This is an annual requirement by the State but now has to be approved by the Board.

C. Stehm/K. Grattan reported:

- Core Value meetings and Code of Conduct meetings were held and tailored to each grade level.
- The first few weeks of school have been going well and students are settling into their routine.
- Open House was well attended and went great.
- This week is Sprit Week and participation has been great.
- The Homecoming dance is on Saturday.
- The Pep Rally is tomorrow and will be held outside.

Director of
Instructional
Services
Comments:

B. Brown stated the Superintendent's Conference Day on August 30th went very well. The Strategic Plan was reviewed. Opening Day went great. There is another Superintendent's Conference Day on October 6th and there will be building time for faculty. On August 31st substitute teachers and aides came in for an annual training. She has been visiting the out of district students at their schools.

Director of
Technology &
Assessment
Comments:

J. Back stated it has been a busy start to the year but going well. Locker setup and Chromebook distribution went well. All 25 ViewSonic boards have been installed thanks to R. Caldwell and his crew. There is a technology meeting next week.

Business
Administrator
Comments:

L. Prinz stated that the external auditors presented the draft of the financial statements and gave the district a clean opinion. The Management Letter from the external auditors had two findings; a Corrective Action Plan has been completed and will need to be submitted to the State after being approved by the Board. Under New Business are the electric bid results. The external auditors came out yesterday to meet with the extracurricular activity advisors to review required procedures which are documented in the new handbook that was created. The two 66 passenger buses approved by the voters in May of 2022, were received yesterday.

Superintendent's
Comments:

P. McGee said next week is the GLOW WITH YOUR HANDS field trip. There are about 60 Byron-Bergen students attending. The Jr./Sr. High Principal timeline will be shared within the next two weeks with the job posting going out on October 2nd. The soccer field is unfortunately still not ready to be played on, but work on the pool should start up within the next month or so. The District Office is temporarily housed in the WNY P-Tech area due to construction on the roof. He met with employee groups to talk about the Strategic Plan. He welcomed the PIG students. There are four new additions to New Business: 13.3 Approval

of Elementary Special Education Teacher – Heather Close (Eff. 10/2/23),
13.4 Approval of Bus Driver – Rodney Bickham (Eff. 9/18/23),
13.5 Approval of Additional 2023-2024 Fall Volunteer Recommendation,
and 13.6 Approval of Termination of Employee (Eff. 9/18/23).

Consent Agenda: It was moved by J. Cook and seconded by H. Ball that the following
consent agenda be approved:

Approval of Minutes

August 24, 2023

Financial Matters

General Fund Bills: Warrant A-11, Ck. # 24036-24039, \$4,239.97

Warrant A-12, Ck. # 24040-24077, \$42,136.95

Warrant A-14, Wire # 99177, \$7,687.50

School Lunch Fund Bills: Warrant C-2, Ck. # 201099-201102, \$2,170.50

Capital Fund Bills: Warrant H-3, Ck. # 2703, \$25,597.18

Trust & Agency Fund Bills: Warrant TA-4, Wire # 1647-1650,

Ck. # 301309-301311, \$105,479.59

Monthly Treasurer's Report – July and August 2023

Donation – Power & Construction Group, Inc. \$1,000.00

Personnel Matters

Resignations/Retirement/Termination:

Resignation – Teacher Aide – Gina Perkins (Eff. 8/31/23)

Approvals:

Substitute Food Service Worker – Mayann Badame

School Monitor – Jennifer Butcher (Eff. 8/30/23)

Summer Hours Faculty – UPK/Kindergarten Orientation

Beth Overhoff Ayn Gardner

Charity Kinkelaar Shana Feissner

Diana Meier

Summer Hours Teacher Aides – UPK/Kindergarten and Copy Room

Michelle Wood Robyn Gunther

Karie Langer

Summer Hours Faculty – 6th Grade Orientation

Ashley Hill Kristie Holler

Alyson Tardy Kenneth Rogoyski

Heather Painting Kerri Smith

Brooke Partridge

Summer Hours Teacher Aide – Locker/Chromebook Assistance

Paula Hohn

Permanent Appointment – Building Maintenance Mechanic –

Kevin Bruton (Eff. 10/3/23)

Permanent Appointment – Food Service Worker –

Annie Sheard (Eff. 10/3/23)

Substitute Teacher (UPK-12) – Karen Herron

School Monitor – BobbiSue Butler (Eff. 9/18/23)

Miscellaneous Matters

Field Trip – Cross-Country – Marathon, NY – 10/13-14/23

CSE/CPSE Review

CSE cases as presented

CPSE cases as presented

The motion passed 7 Yes, 0 No

Policy Committee
Update:

Set Date

Facilities
Committee
Update:

None

Budget Committee
Update:

None

Audit Committee
Update:

Met September 21st at 5:00 p.m.

SOAR Update:

None

Positive
Recognition:

None

Approval –
2023-2024
Prekindergarten
Program Plan

Upon the recommendation of the Superintendent, it was moved by L. Smith and seconded by J. Cook to approve the 2023-2024 Prekindergarten Program Plan.
The motion passed 7 Yes, 0 No.

Approval –
2023-2024
Electric Bid
Results

Upon the recommendation of the Superintendent, it was moved by K. Carlson and seconded by H. Ball to approve the 2023-2024 Electric Bid Results, agreeing to purchase electricity through Energy Coop of America from December 1, 2023 through November 30, 2024.
The motion passed 7 Yes, 0 No.

Approval –
Elementary
Special
Education
Teacher –
Heather Close
(Eff. 10/2/23)

Upon the recommendation of the Superintendent, it was moved by L. Smith and seconded by L. Forsyth to approve the Elementary Special Education Teacher – Heather Close (Eff. 10/2/23).
Heather Close, who is in the process of attaining her initial certification in Students with Disabilities (B-2) and who holds initial New York State certificate in the Students with Disabilities (1-6), Early Childhood Education (B-2) and Childhood Education (1-6) certification areas in the public schools of New York State, is hereby appointed to the position of Special Education Teacher in the Special Education tenure area for a probationary period of four (4) years to commence on October 2, 2023

and to end at the end of October 2, 2027. 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 8.

The motion passed 7 Yes, 0 No.

Approval –
Bus Driver –
Rodney
Bickham
(Eff. 9/18/23)

Upon the recommendation of the Superintendent, it was moved by H. Ball and seconded by K. Carlson to approve Bus Driver – Rodney Bickham (Eff. 9/18/23).

The motion passed 7 Yes, 0 No.

Approval –
2023-2024 Fall
Volunteer
Recommendation

Upon the recommendation of the Superintendent, it was moved by K. Carlson and seconded by H. Ball to approve the Additional 2023-2024 Fall Volunteer Recommendation:

Volleyball

Maddison Farnsworth

The motion passed 7 Yes, 0 No.

Approval –
Termination of
Employee
(Eff. 9/18/23)

Upon the recommendation of the Superintendent, it was moved by K. Carlson and seconded by L. Forsyth to approve the Termination of an Employee.

The motion passed 7 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. Cook and seconded by C. Matthews to adjourn the meeting at 7:00 p.m.

The motion passed 7 Yes, 0 No.