

Date: July 14, 2011

Kind of Meeting: Annual Re-organization

Place: Elementary Library, Interlaken

Present: Mike DiPerna, Roger Clemenson, Betsy Dreyer, Kurt Minges, Carl Pell, David Terry, Jr., Ken Sweet.

Absent: None

Others present: Janie Nusser, Shelley Reynolds, Naomi Zuckerman, Margarete Couture, Steve Zielinski, Cathy Flanders, Sue Lynch, faculty, members of the public and press.

OATH OF OFFICE ADMINISTERED TO RE-ELECTED AND NEW BOARD MEMBERS

Shelley Reynolds, District Clerk, administered the Oath of Office to new and re-elected Board members Roger Clemenson, David Terry Jr. and Ken Sweet

OATH OF OFFICE ADMINISTERED TO SUPERINTENDENT

Shelley Reynolds, District Clerk, administered the Oath of Office to Superintendent Janie Nusser.

CALL TO ORDER/QUORUM CHECK

The meeting was called to order by current vice-president Mike DiPerna at 7:30 p.m. There was a quorum of Board members present. Pledge of Allegiance was led by Mike DiPerna

APPOINTMENT OF TEMPORARY CHAIRPERSON

Shelley Reynolds was appointed temporary chairperson until the election of the president and vice-president.

NOMINATIONS FOR PRESIDENT

It was moved by Carl Pell seconded by Roger Clemenson, to nominate Mike DiPerna as president. Motion Carried 7-0

NOMINATIONS FOR VICE-PRESIDENT

It was moved by Betsy Dreyer seconded by Carl Pell, to nominate David Terry as vice-president. Motion Carried 4-3 (Roger Clemenson, Kurt Minges and Ken Sweet opposed)

It was moved by Ken Sweet seconded by Kurt Minges, to nominate Roger Clemenson as vice-president. Motion Defeated 3-4 (Roger Clemenson, Kurt Minges and Ken Sweet in favor)

OATH OF OFFICE ADMINISTERED TO BOARD PRESIDENT AND VICE-PRESIDENT

Shelley Reynolds, District Clerk, administered the Oath of Office to Board President, Mike DiPerna and Vice-President David Terry Jr.

PRESIDENT Mike DiPerna presided over the meeting from this point on.

David Terry moved seconded by Carl Pell to approve RESOLUTION 5 Personnel for 2011-2012. Motion Carried 7-0.

5. Personnel for 2011-2012:

District Clerk – Shelley Reynolds

School Treasurer - Sue Albro

Deputy Treasurer - Sandra Hauf

Purchasing Agent – Naomi Zuckerman

Extra Curricular Funds Chief Faculty Counselors

High School - Principal, Cathy Flanders

Middle School – Principal, Stephen Zielinski

Elementary School – Principal, Margarete Couture

Toxic Substance Administrator – Paul Brown

Attendance Officers: Interlaken – Karen Williams

Ovid - Patricia Arcangeli

Occupational Health & Safety Manager – Paul Brown

School Pesticide Representative –Paul Brown

Records' Access & Management Officer – Shelley Reynolds

Sexual Harassment Compliance Officers – Stephen Zielinski and Margarete Couture

Title IX Officer – Naomi Zuckerman

Oath of Office administered to the District Clerk by the President

Betsy Dreyer moved seconded by Kurt Minges to approve RESOLUTION 6. Motion Carried 7-0.

6. **SCHOOL TAX COLLECTOR**

Resolved, that the Board of Education appoints Linda Wadhams, as the school tax collector for the 2011-2012 school year with no additional fee.

David Terry moved seconded by Carl Pell to approve RESOLUTION #7-22 Motion Carried 7-0.

7. **HEALTH RECORDS COORDINATOR/DIRECTOR OF SCHOOL HEALTH SERVICES**

Resolved, that the Board of Education appoints Patty Arcangeli, as the health records coordinator and Director of School Health Services for the 2011-2012 school year at the stipend amount of \$2000.00.

8. **AED/CPR COORDINATOR**

Resolved, that the Board of Education appoints Patty Arcangeli, as the AED/CPR coordinator for the 2011-2012 school year at the stipend amount of \$1000.00.

9. **DIRECTOR OF PHYSICAL EDUCATION**

Resolved, that the Board of Education appoints Philip Marrella, as the Director of Physical Education for the 2011-2012 school year at the stipend amount of \$1500.00.

10. **SCHOOL NEWSLETTER PRODUCTION COODINATOR**

Resolved, that the Board of Education appoints Shelley Reynolds, as the Newsletter production editor for the 2011-2012 school year at the stipend amount of \$250.00 per issue.

11. **EDUCATIONAL OFFICIAL**

Resolved, that the Board of Education appoints the Superintendent, as the Educational Official designated to receive court notification regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings.

12. **LIAISON FOR HOMELESS CHILDREN AND YOUTH**

Resolved, that the Board of Education appoints Kevin Webster, as the Liaison for Homeless Children and Youth, the Board appoints Margarete Couture and Susan Lynch as substitutes as needed.

13. **INTERNAL AUDITOR**

Resolved, that the Board of Education appoints Paul Doran, CPA, as the Internal Auditor for the 2011-2012 school year.

14. **INDEPENDENT AUDITOR**

Resolved, that the Board of Education designates Ciaschi, Dietershagen, Little & Mickelson, as the Independent Auditor for the 2011-2012 school year.

15. **APPOINTMENT OF CPA**

Resolved, that the Board of Education designates Jerry E. Mickelson, of Ciaschi, Dietershagen, Little, and Mickelson, be designated as Certified Public Accountant for 2011-2012.

16. **DEPOSITORY OF SCHOOL FUNDS**

Resolved, that the Board of Education designates Community Bank, J.P. Morgan Chase Bank, M & T Bank, 5 Star Bank, Savannah Bank, Tompkins County Trust Company, Seneca Falls Savings Bank, MBIA-CLASS, and First Niagara Bank as the official banks for depository of school funds for 2011-2012.

17. **OFFICIAL NEWSPAPER**

Resolved, that the Board of Education designates Finger Lakes Newspapers (Interlaken Review, Ovid Gazette) as the official newspaper for legal notices for 2011-2012.

18. **SCHOOL PHYSICIAN**

Resolved, that the Board of Education designates Michael Eisman, MD, Ovid, New York, as the school physician for the 2010-2011 school year in the amount of \$12,000.00

19. **PAYROLL VERIFICATION**

Resolved, that the Board of Education authorizes the Business Administrator or the Superintendent to verify payrolls for 2011-2012.

20. **BUDGET TRANSFERS**

Resolved, that the Business Administrator or Superintendent be authorized to make basic transfers of appropriations within each department's budget within a limit of \$10,000.

21. **SCHOOL LUNCH REPORTS**

Resolved, that the Board of Education authorizes the Business Administrator or the Superintendent to sign school lunch reports for the 2011-2012 school year.

22. **PETTY CASH FUNDS**

Resolved, that the Board of Education authorizes the following petty cash funds for 2011-2012

- High School - Principal - \$100
- Middle School – Principal \$100
- Elementary School - Principal - \$100
- Business Office – Business Administrator - \$100
- School Lunch \$100

**Betsy Dryer moved seconded by Ken Sweet to approve RESOLUTION #23
Motion Carried 7-0.**

23. **SCHEDULE OF BOARD MEETINGS**

Resolved, that the Board of Education meetings be scheduled for the second and fourth Wednesday's (alternating between the Interlaken and Ovid buildings) of each month, at 7:30 p.m.

INTERLAKEN

- July 13
- September 14
- October 12
- November 9
- January 11
- February 8
- March 14
- April 11
- May 9
- May 15 (Annual Budget Vote)
- June 13

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- August 10
- September 28
- October 26
- December 7
- January 25
- February 22
- March 28
- April 25
- May 23
- June 27

**Betsy Dryer moved seconded by Ken Sweet to approve RESOLUTION #24-32
Motion Carried 7-0.**

24. **APPLICATIONS FOR GRANTS**

Resolved, that the Board of Education authorizes the Superintendent to sign the applications for state and federal grants and to authorize expenditures that fall within grant guidelines for 2011-2012

25. **AUTHORIZATION TO SIGN CHECKS**

Resolved, that the Treasurer and Deputy Treasurer be authorized to sign checks for the disbursement of all funds of the South Seneca Central School during the 2011-2012 school year.

26. **COMMITTEE FOR SPECIAL EDUCATION**

Resolved, that the Board of Education appoints the following to serve on the Committee for Special Education and Committee for Pre-School Special Education for the 2011-2012 school year:

- a. the child's parents
- b. regular education teachers (CSE; county representative for CPSE)
- c. special education teachers or providers
- d. LEA representatives; Administrators: principals, associate principals, or designated alternate in the event of an emergency situation
- e. school psychologists
- f. parent members: Sherry Burrows
- g. school physician: Michael Eisman, MD
- h. the child, if appropriate
- i. CSE Chairperson – Susan Lynch

27. **MAKING OPERATIVE ALL EXISTING RULES, REGULATIONS, AND POLICIES**

Resolved, that all existing rules, regulations, and policies of the South Seneca Central School Board of Education, be operative at the close of the school year 2010-2011 be and hereby are approved for the ensuing year of 2011-2012 or until action by the Board changes or deletes same.

28. **CONFERENCE & WORKSHOP ATTENDANCE**

Resolved, that the Superintendent be and hereby is authorized to grant prior approval of staff personnel to attend conferences and workshops and to authorize reimbursement for expenses incurred within the limits of the budget.

29. **CURRICULUM ACTIVITIES**

Resolved, that the Superintendent be and hereby is authorized to grant prior approval of staff personnel to participate in curriculum activities and to authorize reimbursement for expenses incurred within the limits of the budget.

30. **MEAL REIMBURSEMENT RATES**

Resolved, upon the recommendation of the Superintendent of Schools, that the Board of Education approve the following meal reimbursement rates for the 2011-12 school year:

Breakfast:	\$10.00
Lunch:	\$15.00
Dinner:	\$25.00

31. **PAY FOR SUBSTITUTE TEACHERS**

Resolved, that the rate of pay for daily substitute teachers be continued at the current rate of **\$87.00** per day for certified teachers (up to 7 ½ hours per day); and **\$80.00** per day for uncertified teachers (up to 7 ½ hours per day).

32. **PAY FOR SUBSTITUTE SECRETARY/AIDE/ASSISTANT**

Resolved, that the rate of pay for daily support staff substitutes for the 2011-2012 school year be set as follows:

Bus Drivers	\$14.00 per hour
Secretaries	\$ 8.00 per hour
All other areas	\$ 8.00 per hour
Nurses	\$70.00 per day

Roger Clemenson moved seconded by Carl Pell to approve RESOLUTION #33

Motion Carried 7-0.

33. LEGISLATIVE LIAISON

Resolved, that the Board of Education designates **Mike DiPerna** as the legislative liaison for the 2011-2012 school year.

David Terry moved seconded by Betsy Dreyer to approve RESOLUTION #34

Motion Carried 7-0.

34. T-S-T BOCES EXECUTIVE COMMITTEE

Resolved, that the Board of Education appoints **Roger Clemenson** as the South Seneca representative to the Tompkins-Seneca-Tioga BOCES Executive Committee for the 2011-2012 school year.

Carl Pell moved seconded by Betsy Dreyer to approve RESOLUTION #35-45

Motion Carried 7-0.

35. BREAKFAST & LUNCH PRICES

Resolved, upon the recommendation of the Superintendent of Schools, that the Board of Education approve the following school meal prices for the 2011-12 school year:

	<u>Breakfast</u>	<u>Lunch</u>
Grades K-5	\$1.35	\$1.90
Grades 6-12	\$1.35	\$2.25
Milk	\$.40	

36. FREE AND REDUCED MEAL PROGRAM

Resolved, that the Board of Education accepts the Free and Reduced Price Meal or Special Milk Program Policy Statement including the Family Income Eligibility Criteria and all required attachments for 2011-2012.

37. OFFER VS. SERVE PROGRAM

Resolved, that the Board of Education adopts Offer vs. Serve for the 2011-2012 school year.

38. APPOINTMENT OF SCHOOL ATTORNEY

Resolved, that the Board of Education continues the appointment of Matthew Fletcher as school attorney for the 2011-2012 school year, per the attached rate.

39. AGENT FOR SCHOOL INSURANCE

Resolved, that the Board of Education appoints R.G. Wright Insurance as the agency for school insurance for the 2011-2012 school year.

40. CARRIER FOR SCHOOL DISTRICT INSURANCE

Resolved, that the Board of Education appoints Utica National as carrier for school district insurance for vehicle insurance, general liability, and excess liability for the 2011-2012 school year.

41. SCHOOL CONTRACTS FROM STATE EDUCATION DEPARTMENT

Resolved, that the Board of Education authorizes the Clerk to sign all State Education Department forms relating to school contracts.

42. **SUPERINTENDENT AUTHORIZED TO REQUIRE MEDICAL EXAMINATIONS**

Resolved, that the Board of Education authorizes the Superintendent to require that employees be examined by healthcare providers as designated.

43. **BOARD PRESIDENT AUTHORIZED TO SIGN LEAVE OF ABSENCE REPORTS AND PROFESSIONAL DEVELOPMENT REQUESTS FOR THE SUPERINTENDENT**

Resolved, that the Board of Education authorizes the Board President to sign leave of absence reports and professional development requests for the Superintendent

44. **SUPERINTENDENT AUTHORIZED TO REPRESENT THE DISTRICT TO DETERMINE UNIT COSTS METHODOLOGY**

Resolved, that the Superintendent be authorized to represent the District in determining unit costs methodology for services provided by the Board of Cooperative Services for Component School Districts.

45. **AUTHORIZATION TO FILL VACANCIES**

Resolved, that the Superintendent be authorized to fill administrative, instructional, and non-instructional vacancies with properly recruited and suitably qualified candidates pending consideration and appointment by the Board at the next regularly scheduled meeting.

Betsy Dryer moved seconded by Carl Pell to approve RESOLUTION #46

Motion Carried 7-0.

46. **APPROVAL OF CONTINUING MEMBERSHIPS**

Resolved, that memberships in the following organizations be approved for the South Seneca Central School District for the 2011-2012 school year:

New York State School Boards' Association

Four County School Board Association

Tompkins-Seneca-Tioga School Boards' Association

Roger Clemenson moved seconded by Kurt Minges to approve RESOLUTION #47-50

Motion Carried 7-0.

47. **NON-RESIDENT STUDENT TUITION RATES**

Resolved, that non-resident regular education students tuition rates for the 2011-2012 school year are as follows:

K – 6 \$3546

7 – 12 \$6741

48. **APPROVAL OF IMPARTIAL HEARING OFFICERS**

Resolved, that the Board of Education accepts the list of Impartial Hearing Officers as approved by the State Education Department for the 2011-2012 school year.

49. **APPROVAL OF HEARING OFFICER**

Resolved, that the Board of Education approves the appointment of Randy J. Ray, Brent Cooley and Michaela Perrotto as Hearing Officers as designated by the Superintendent for the 2011-2012 school year.

50. **MILEAGE REIMBURSEMENT**

Resolved, that the Board of Education approves the mileage reimbursement rate to be set at \$.46 cents per mile for the 2011-2012 school year.

**David Terry moved seconded by Betsy Dreyer to approve RESOLUTION #51
Motion Carried 7-0.**

51. **INTERNAL CLAIMS AUDITOR**

Resolved, that the Board of Education appoints Nora Starr as the Internal Claims Auditor for the 2011-2012 school year at no additional fee.

**Ken Sweet moved seconded by Carl Pell to approve RESOLUTION #52-55
Motion Carried 7-0.**

52. **MIDDLE/HIGH SCHOOL NIGHTTIME CLEANER COORDINATOR**

Resolved, that the Board of Education appoints Dave Collins as the Nighttime Cleaner Coordinator at the Middle/High School for the 2011-2012 school year at the stipend amount of \$800.00

53. **ELEMENTARY NIGHTTIME CLEANER COORDINATOR**

Resolved, that the Board of Education appoints Cheryl McFall as the Nighttime Cleaner Coordinator at the Elementary School for the 2011-2012 school year at the stipend amount of \$800.00

54. **ELEMENTARY SCHOOL FACILITY COORDINATOR**

Resolved, that the Board of Education appoints Cheryl McFall as the Elementary Facility Coordinator at the for the 2011-2012 school year at the stipend amount of \$650.00

55. **MIDDLE/HIGH SCHOOL FACILITY COORDINATOR**

Resolved, that the Board of Education appoints Dave Collins as the Middle/High School Facility Coordinator for the 2011-2012 school year at the stipend amount of \$650.00

**Motion by Betsy Dreyer seconded by David Terry to adjourn the meeting at 7:54 p.m.
Motion Carried 7-0**

Respectfully Submitted,

Shelley Reynolds, District Clerk