

ONTEORA CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION
BOICEVILLE, NEW YORK 12412

REGULAR MEETING

6:00 p.m.

TUESDAY, MAY 1, 2018

WOODSTOCK SCHOOL

Minutes

1. Opening Items

1.01 Call to Order 6:00 pm

1.02 Tobacco Policy Statement

1.03 Pledge of Allegiance

1.04 Clerk Pro Tem

Recommended Action: The Board of Education hereby appoints Monica LaClair as Clerk Pro Tem in the absence of the District Clerk

Motioned: Trustee Storey

Seconded: Trustee Shands

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Warren

Not Present: Trustee Salem

1.05 Roll Call

Present: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Warren

Not Present: Trustee Salem

2. Welcome

2.01 Woodstock Principal, Scott Richards will welcome the Board (proposed 6:05 duration 10 min)

- Teachers' Lounge Makeover this weekend – brand new equipment, painted and decorated for the upcoming Teachers Appreciation Week
 - With cooperation with PTA and community members
- Garden vegetables run out in November
 - Using tower Garden –aeroponic system with no soil
 - On agenda is a donation for its purchase
- Painting labyrinth – playground committee continues to meet to improve playground
- K-1 teachers had training on NextGen Science standards – students are responding, making more connections to science

3. Acceptance of Minutes

3.01 Acceptance of Minutes

Recommended Action: The Board of Education hereby accepts the minutes of the 4/18/18 Board of Education Meeting

Motioned: Trustee Osmond

Seconded: Trustee Kurnit

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee

Shands, Trustee Warren
Not Present: Trustee Salem

4. Superintendent Report

4.01 The Superintendent will announce District news (proposed 6:15)

- The musical “Into the Woods” was this past weekend – students were wonderfully talented
- Math 3-8 testing completed – will have opt-out data for Board
- Booster club has been meeting
 - Will bring to policy committee for Booster Clubs and Fundraising
- Budget presentations continue- thanked Board for their support

5. Board District News

5.01 The Board will announce District news

Trustee Kurnit reported:

Meet, Greet and Eat was a wonderful event and the HS play Into the Woods was very impressive

Trustee Storey thanked Mr. Richards – a long needed change to the teachers’ lounge
Reported on the PTA Earth Day celebration at Phoenicia – stations such as home craft, beekeeping, etc. – all volunteers

Trustee Shands Meet Greet and Eat was wonderful

6. Student Representative Report

6.01 Student Representative, Ben Rauschendorfer will report to the Board

- Continue to work on student government bylaws and policy
- Each performance of the play was spectacular

7. Acknowledge Public Be Heard

7.01 The Board will acknowledge the public be heard comments from the last meeting

Jackie Hanzl, Mary Naccarato, Chris Groom, Carol Brower, Lauryn Tervenski, Rachel Lim

8. Public/Student Comment

9.01 The public and students may comment on any agenda or non agenda item. Please limit comments to 3 minutes (proposed 6:45 duration 10 min or more)

Emily Peck, Eva Donado, Sophia Roberts – On April 20th walked out of HS in support of gun control and against school violence. Work with administration to ensure that for movements to come, safety is ensured – create Activism Task Force and talk about upcoming events for activism purposes.

9. Budget Hearing

8.01 Assistant Superintendent for Business, Monica LaClair will present the Budget Hearing Information for 2018-2019 (proposed 6:25 duration 20 min)

Vote is in 2 weeks, a public hearing is required to show what will be on the ballot

- Budget: 2018-19 \$55,577,578 2017-18: \$54,296,155
 - Increase of \$1,281,423 or 2.36%

- Operations & Maintenance 5.23%
- Debt Service and Interfund Transfers 3.47%
- Transportation 7.58%
- Employee Benefits 30.15%
- Instruction 49.96%
- General Support 3.61%
- 3 Part Budget - Capital 8.45%, Administrative 7.32%, Program 84.23%
- Additional Proposition for Buses
 - \$175,000 for Purchase of two (2) buses
- Appropriated Fund Balance
 - \$2,535,620- Appropriated Fund Balance to reduce tax levy
 - \$730,000 – Fund Balance to offset new Bleacher/Press Box
- Levy: 2017-2018 \$41,338,014 Proposed 2018-2019 \$42,571,819
 - Increase of \$1,233,805 or 2.98%
 - The total allowable levy increase is 3.63%
- Need to reduce \$1.2 million in contingency budget

Discussion:

- Other Contingency Requirements:
 - Need to charge fees for most organizations using buildings
- Once voters approve budget, will work with architects to send plans for the press box to NYSED, hoping to start next summer
- Money that was transferred to capital for the new science lab will wait until project is approved

10. Discussion & Possible Action

10.01 Donation of Gift Card

Recommended Action: The Board of Education hereby accepts the donation of a gift card worth \$100 from Hannaford for the Woodstock School

Motioned: Trustee Ratcliff

Seconded: Trustee Shands

- Thanked Hannaford for generosity

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Warren

Not Present: Trustee Salem

10.02 Donation from Hannaford for Woodstock

Recommended Action: The Superintendent recommends acceptance of a donation totaling \$1,000.00 CASH, from Hannaford Helps Schools Program, to be used to buy a Tower Garden at the Woodstock Elementary School.

The Superintendent recommends approval to increase the 2017-2018 Budget per the following donations:

Hannaford Helps Schools

A2110.431.07 Woodstock Supplemental \$1,000.00

Motioned: Trustee Ratcliff

Seconded: Trustee Shands

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee

Shands, Trustee Warren
Not Present: Trustee Salem

10.03 Approve MOA with OTA changing June 21, 2018 to a day with 5 hours of instructional time

Recommended Action: The Board of Education hereby approves Memorandum of Agreement #05012018B between the Onteora Teachers Association and the Onteora Central School District to increase the hours of instruction for June 21, 2018 to meet the State requirement.

Motioned: Trustee Shands

Seconded: Trustee Storey

- Put in a situation where we had 1 snow day more than our calendar allowed
- The last 2 days of the school year are not counted as days in attendance but NYSED because they were less than 5 hours of instruction
 - Need to use one of those days to make up for extra snow day used

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Warren

Not Present: Trustee Salem

10.04 MOA with OTA for a new stipend, National Junior Honor Society beginning 9/1/18

Recommended Action: The Board of Education hereby approves the Memorandum of Agreement #05012018 between the Onteora Teachers Association and the Onteora Central School District to create a new stipend for a National Junior Honor Society Advisor

Motioned: Trustee Storey

Seconded: Trustee Shands

- Have a stipend in the contract for HS Student Council and MS Student Council, but have used the MS Student Council for the National Junior Honor Society
 - Will now have a MS Student Government so need to create a new stipend to continue the National Junior Honor Society program

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Warren

Not Present: Trustee Salem

10.05 Approve the Board of Registration for the Vote and Election

Recommended Action: The Board of Education hereby approves the Board of Registration to work at the May 15, 2018 Vote and Election

Motioned: Trustee Ratcliff

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Warren

Not Present: Trustee Salem

10.06 Approve ICR - Taconic Resources

Recommended Action: BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School

District approve the contract between Onteora Central School District and Mid-Hudson Interpreter Services for American Sign Language Interpreter Services from July 1, 2018 through June 30, 2019, at a rate of \$90.00 per hr. weekdays from 8:00 am to 5 pm plus travel, to a maximum of \$1,000.00 and authorizes the Superintendent to sign such an agreement.

Motioned: Trustee Kurnit

Seconded: Trustee Storey

- For a specific situation that happens 1 day a year

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Warren

Not Present: Trustee Salem

11. Policy

11.01 Second Reading and Adoption of Policy 5630 Facilities Inspection, Operation and Maintenance (proposed 7:00)

Recommended Action: The Board of Education hereby adopts Policy 5630 as written

Motioned: Trustee Ratcliff

Seconded: Trustee Kurnit

- Keep first sentence in the policy – Board polled
 - YES - Trustee Warren, Trustee Ratcliff, Trustee Osmond
 - NO – Trustee Storey
 - EITHER – Trustee Shands

Amend policy and approve

Result: Passed

Yea: Trustee Warren, Trustee Ratcliff, Trustee Osmond, Trustee Shands

Nay: Trustee Storey

Not Present: Trustee Salem

2012 ~~2018~~ 5630 Non-Instructional/Business Operations SUBJECT: FACILITIES: INSPECTION, OPERATION AND MAINTENANCE

Operation and Maintenance

~~The Superintendent is charged with the responsibility for administering plant operations in the most efficient and economical manner possible, while placing high priority on health and safety of students and conservation of natural resources. The Board, through the Superintendent and their staff, has the responsibility of protecting the District investment in plant and facilities through a systematic maintenance program. It is expected that The program shall include periodic preventive maintenance activities, long-range maintenance schedules and emergency repair procedures. The District will make reasonable attempts to ensure~~ It is further expected that all maintenance work will be carried out in a manner that will cause the least interference with the educational program.

Construction and Remodeling of School Facilities

~~Plans and specifications for the erection, enlargement, repair or remodeling of facilities of the School District shall be submitted to the Commissioner when the contemplated construction costs of such work are ten thousand dollars (\$10,000) or more, and for all projects affecting the health and safety of students.~~

The District will ensure all capital projects and maintenance comply with the requirements of the New York State Uniform Fire Prevention and Building Code, the Manual of Planning Standards, and the Commissioner's regulations. Relevant documentation regarding all new buildings must be formally submitted to the State Education Department (SED) no matter the size or cost. The SED Office of Facilities Planning has provided an Instruction Guide on its official website.

Plans and specifications for the erection, enlargement, repair, or remodeling of facilities of the District will be submitted to the Commissioner consistent with applicable law.

Plans and specifications submitted to the Commissioner shall bear the signature and seal of an architect or engineer licensed to practice in the State of New York. The architect or engineer who sealed the plans and specifications shall also certify that the plans and specifications conform to the standards set forth in

the State Uniform Fire Prevention and Building Code (~~9 NYCRR Parts 600 through 1250~~) and the State Energy Conservation Construction Code (~~9 NYCRR Parts 7810 through 7816~~). For remodeling or construction projects ~~costing five thousand dollars (\$5,000) or more~~, the District ~~will shall~~ assure compliance with the requirements of the State Uniform Fire Prevention and Building Code (~~9 NYCRR 600 through 1250~~) and ~~Part 155 of the~~ **Building Code** and Commissioner's Regulations. ~~and shall~~ **The District will also** retain the services of an architect or engineer licensed to practice in New York State **as required by law or regulation, or as necessary given the scope and cost of the project.** ~~For remodeling or construction projects costing less than five thousand dollars (\$5,000), the District shall assure compliance with the requirements of the State Uniform Fire Prevention and Building Code (9 NYCRR Parts 600 through 1250) and Part 155 of the Commissioner's Regulations.~~

Carbon Monoxide Detection Requirements

All new and existing District buildings that have appliances, devices, or systems that may emit carbon monoxide, and all attached garages, must have a means to detect carbon monoxide. Buildings include school buildings, administrative buildings, bus maintenance facilities, concession stands, and field houses. Carbon monoxide may be produced by fuel-fired heating systems (boilers, HVAC units, and makeup air units), emergency or standby electric generation within a building, fuel-fired kitchen equipment (ranges, ovens, steamers, dishwashers, and makeup air units serving hoods), fuel-fired domestic hot water heaters, laboratory/shop equipment (gas outlets, torches, gas-fired kilns, and stationary or portable engines), maintenance and storage areas with fuel-fired equipment, and in garages.

The District may use a self-contained carbon monoxide alarm, a carbon monoxide detection system, or both. The District will comply with all laws and regulations regarding alarms or detectors, including where they must be located, their power sources, and labeling requirements. The District should develop written standard operating procedures to follow when a carbon monoxide detector is activated.

Inspections

~~The District is mindful of the health and safety of its students, staff, and visitors and, as such, the District administration will~~ ~~The administration of the School System shall~~ cooperate with officials conducting health, fire, asbestos, bus, and boiler inspections. **In addition**, the administration shall keep the Board of Education informed of the results of such inspections in a timely fashion.

In accordance with the Asbestos Hazard Emergency Response Act (AHERA), the District will inform all employees and building occupants (or their legal guardians) at least once each school year about all asbestos inspections, response actions, post-response action activities, as well as triennial reinspection activities and surveillance activities that are either planned or in progress. The District will provide yearly notification to parent, teacher, and employee organizations on the availability of the District's asbestos management plan and any asbestos-related actions taken or planned in the school.

The District will test potable water for lead contamination from all outlets as required by law. If an outlet exceeds the action level for lead content, the District will prohibit use of the outlet for drinking and cooking purposes, and it will remediate the outlet before allowing these uses. The District will make all required notifications and issue all mandated reports to the public, local health department, or the SED. For ten years following creation, the District will retain all records of test results, lead remediation plans, lead-free building determinations, and waiver requests. The District may seek a waiver from testing requirements from the local health department by demonstrating prior substantial compliance with testing requirements.

Comprehensive Public School Building Safety Program (Rescue)

To ensure that all ~~District school~~ facilities are properly maintained and preserved and provide suitable educational settings, the Board of Education requires that all occupied school facilities which are owned, operated or leased by the District comply with the provisions of the Comprehensive Public School Safety Program and the Uniform Code of Public School Building Inspections, Safety Rating and Monitoring as prescribed in Commissioner's Regulations. For this reason, the School District shall develop a Comprehensive Public School Building Safety Program in accordance with Commissioner's Regulations. The program shall be reevaluated and made current at least annually, and shall include, **at minimum**, the following:

- a) A five (5) year capital facilities plan which will include a priority listing of current and proposed construction and renovation projects and major repairs and replacement of building systems and their costs.
- b) A District-wide building inventory, which will include information pertaining to each building including, but not limited to:
 1. Type of building, age of building, size of building;
 2. Rated capacity, current enrollment;
 3. List of energy sources and major systems (lighting, plumbing, electrical, heating); and

- 4. Summary of triennial Asbestos Inspection reports.
 - ~~b) An annual visual inspection of each occupied building and assignment of a safety rating score. The inspection committee must include a state certified code enforcement official, the District's facility director or designee, and a member of the District's Health and Safety Committee.~~
 - ~~Dc)~~ A building condition survey shall be conducted for all occupied school buildings once every five (5) years by a team that includes at least one (1) licensed architect or engineer.
 - ~~E d)~~ A District-wide monitoring system which includes:
 1. Establishing a Health and Safety Committee;
 2. Development of detailed plans and a review process of all inspections;
 3. Procedures for a response in writing to all inquiries about building health and safety concerns, a copy of which will be sent to the District's Health and Safety Committee for oversight, and a copy kept on permanent file.
 - ~~F e)~~ Procedures to ensure the safety of the building occupants while a construction/renovation project is taking place. These procedures will include:
 1. Notification to parents, staff and the community at least two (2) months in advance, **if possible**, of a construction project of ten thousand dollars (\$10,000) or more to be conducted in a school building while the building is occupied; provided, however, that in the case of emergency construction projects, such notice shall be provided as far in advance of the start of construction as is practicable;
 2. A plan to ensure that all contractors comply with all health and safety issues and regulations, and wear photo ID badges;
 3. An opportunity for the District's Health and Safety Committee to conduct a walkthrough inspection of newly renovated or constructed areas to confirm that the area is ready to be reopened for use; and
 4. An emergency plan which will address potential concerns with the capital project including, but not limited to, evacuation procedures, fire drills, and structural failures.
- Carbon Monoxide Detection: 19 NYCRR § 1228.4; Lead Testing: 10 NYCRR § 67-4.1, et seq.; Legionella Protection: 10 NYCRR § 4.1, et seq.; Fire Inspection: 8 NYCRR § 155.4 Education Law Section 807-a**
~~Health Inspection: Education Law Section 906; Health and Safety Committee: 8 NYCRR § 155.4(d)(1)~~
~~Asbestos Inspection: Education Law, Article 9-A 40 Code of Federal Regulations (CFR) Part 763, Subpart E 15 U.S Code (USC) §§ 2641-2656; Plans and Specifications: Education Law Sections 408, 408-a and 409 8 New York Code of Rules and Regulations (NYCRR) Sections 155.1 and 155.2, 19 NYCRR §§ 1221-1240; Structural Safety Inspections: Education Law Sections 409-d, 409-e, 3602, and 3641(4) 8 New York Code of Rules and Regulations (NYCRR) Sections 155.1, 155.3, 155.4(b)(1), and 155-6~~

11.02 Second Reading and Adoption of Policy 6160 Staff Professional Development
Recommended Action: The Board of Education hereby adopts Policy 6160 as written
 Motioned: Trustee Shands
 Seconded: Trustee Storey
 Result: Unanimous
 Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Warren
 Not Present: Trustee Salem

200222018 6160 Personnel **SUBJECT: PROFESSIONAL GROWTH/STAFF DEVELOPMENT**
~~It is the policy of the District that attention be given to in-service, pre-service, and other staff development programs which are believed to be of benefit to the School District and its students. The Superintendent, in consultation with the appropriate administrative staff and/or teacher committees, is directed to arrange in-service programs and other staff development opportunities which will provide for the selection of subjects pertinent to the curriculum in the schools, to build from these subjects those topics or courses for in-service or staff development which will help employees acquire new methods of performing their job responsibilities or help staff improve on those techniques which are already being used in the schools, with the objective of improving professional competencies. It is recommended that administration develop meaningful in-service and/or staff development programs which will achieve the following:~~
Contribute to the instructional program of the schools;
Contribute to improved education for students
Achieve state mandates;
Enhance the professional competencies and/or instructional abilities of staff members.

~~The Board of Education, therefore, encourages all employees to improve their competencies beyond that which they may obtain through the regular performance of their assigned duties. Opportunities should be provided for:~~

~~Planned in-service programs, courses, seminars, and workshops offered both within the School System and outside the District. Visits to other classrooms and schools, as well as attendance at professional meetings, for the purpose of improving instruction and/or educational services. Orientation/re-orientation of staff members to program and/or organizational changes as well as District expectations.~~

~~Attendance at such professional development programs must be directly linked to the duties and responsibilities comprising the job description of the employee. Consequently, employees are encouraged to participate in the planning of staff development programs designed to meet their specific needs. Members of the staff are also encouraged to continue their formal education as well as to attend their respective work-related workshops, conferences and meetings.~~

~~Funds for participating at such conferences, conventions, and other similar professional development programs will be budgeted for by the Board of Education on an annual basis. Reimbursement to District staff for all actual and necessary registration fees, expenses of travel, meals and lodging, and all necessary tuition fees incurred in connection with attendance at conferences and the like will be in accordance with established regulations for conference attendance and expense reimbursement. The Superintendent of Schools or his/her designee has authority to approve release time and expenses for staff members' attendance at professional training conferences, study councils, in-service courses, workshops, summer study grants, school visitations, professional organizations and the like within budgetary constraints. —A conference request form/course approval form must be submitted by the employee and approved by the designated administrator prior to the employee's attendance at such conference or other professional development program.~~

~~Education Law Section 1604(27) General Municipal Law Sections 77-b and 77-c~~

~~The Board of Education believes that staff training and development help ensure the success of educational programs and improve the efficiency of the district. Therefore, the district will provide development opportunities to staff to increase their effectiveness and job performance. The Superintendent of Schools shall be responsible for implementing and administering staff development programs for the district's employees.~~

Administrators

All administrators in the school district will receive appropriate training and professional development in accordance with law, regulation or any applicable collective bargaining agreement. The Superintendent will be responsible for providing such training and development.

Teachers

All teachers will be provided with substantial professional development opportunities directly related to their current teaching assignment and to student learning in accordance with any applicable collective bargaining agreement, the district's Professional Development Plan. The plan shall include:

- A needs analysis, goals, objectives, strategies, activities and evaluation standards for professional development in the district and a description of how the district will provide all teachers substantial professional development activities directly related to student learning needs identified in school report cards and other sources.
- A description of how the professional development provided will align with New York standards and assessments, teacher capacities and student needs, including linguistic, cultural diversity and special needs. Activities must be articulated across grade levels and subject areas and show how they will be provided and measured in a continuous manner.
- A description of how it will provide teachers holding a professional certificate with opportunities to maintain their certificate in good standing by successfully completing 100 hours of professional development every five years.
- A mentoring program to provide support for new teachers in order to ease the transition from teacher preparation to practice, thereby increasing retention of teachers in the public schools, and to increase the skills of new teachers in order to improve student achievement.

- Unless granted an exemption by the Commissioner of Education a description of how the district will provide professional development to teachers and Level III teaching assistants to address the needs English Language Learners.

The Board shall establish a Professional Development Plan Committee to review and revise the district's Professional Development Plan annually. The Board shall appoint members to the team who have been selected by the respective constituent groups, at the first regular Board meeting in July.

The Professional Development Plan Committee shall meet on or before October 1. The Superintendent or his/her designee will serve as the chair of the team and will be responsible for ensuring the timely review and revision of the district's Professional Development Plan. The Professional Development Plan Committee will submit any recommended revisions to the Board Policy Committee and then to the Board by May 1. The Board will consider the recommendations at its first regular meeting thereafter. The Board may accept or reject the recommendations of the team in whole or in part. The Board may also request any additional information or data needed to evaluate the success of the program in achieving its objectives.

Any further changes in the plan must be submitted to the Board by June 1. The Board will consider and act on the revised plan by June 30. The Board reserves the right to make changes to the revised plan.

The Board acknowledges that the Appendix to the approved plan may be modified throughout the school year as the approved vendors listed in the Appendix may change. Based on this, the Board, therefore, authorizes the Superintendent to make any revisions to the approved vendor list as he/ she deems necessary.

Teaching Assistants

All teaching assistants will be provided with the opportunity to participate in professional development directly related to their position, and in support of student learning, which will enable them to meet the hundred hour requirement over five (5) years.

Other Professional Staff and Support Staff

The district will provide staff development activities for other professional staff and support staff within the financial constraints of the district budget and in accordance with applicable collective bargaining agreements.

Other Staff Development Opportunities

The Board recognizes that many staff development opportunities are provided through non-school district sources. Within budgetary restraints, district employees may attend conferences, workshops, study councils, in-service courses, summer study grants, school visitations, and other relevant staff development opportunities.

Released time and reimbursement for such activities will be available upon approval of the Superintendent and in accordance with applicable collective bargaining agreements. The Superintendent may establish regulations pursuant to this policy to establish the circumstances under which such released time and reimbursement may be available. Staff members who attend such activities will be required to prepare a report or summary of the activity attended.

11.03 Second Reading and Adoption of Policy 5220 District Investments

Recommended Action: The Board of Education hereby adopts Policy 5220 as written

Motioned: Trustee Shands

Seconded: Trustee Storey

- Most of the Investment Policy goes into regulation

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Warren

Not Present: Trustee Salem

~~2002~~20185220 4 of 7 Non-Instructional/Business Operations **SUBJECT: DISTRICT INVESTMENTS**

Scope

~~This investment policy applies to all moneys and other financial resources available for investment on its own behalf or on behalf of any other entity or individual.~~

Objectives

~~The primary objectives of the local government's investment activities are, in priority order:~~

- ~~a) To conform with all applicable federal, state and other legal requirements (legal);~~

- ~~_____ b) To adequately safeguard principal (safety);~~
- ~~_____ c) To provide sufficient liquidity to meet all operating requirements (liquidity); and~~
- ~~_____ d) To obtain a reasonable rate of return (yield).~~

Delegation of Authority

~~_____ The Board of Education's responsibility for administration of the investment program is delegated to the Treasurer or designee who shall establish written procedures for the operation of the investment program consistent with these investment guidelines. Such procedures shall include an adequate internal control structure to provide a satisfactory level of accountability based on a data base or records incorporating description and amounts of investments, transaction dates, and other relevant information and regulate the activities of subordinate employees.~~

Prudence

~~_____ All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the Ontario Central School District to govern effectively.~~

~~_____ Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of the principal as well as the probable income to be derived.~~

~~_____ All participants involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.~~

Diversification

~~_____ It is the policy of the Ontario Central School District for all moneys collected by any officer or employee of the School District to transfer those funds to the Treasurer or designee within five (5) working days of deposit, or within the time period specified in law, whichever is shorter.~~

~~_____ The Treasurer or designee is responsible for establishing and maintaining an internal control structure to provide reasonable, but not absolute, assurance that deposits and investments are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly, and are managed in compliance with applicable laws and regulations.~~

Designation of Depositories

~~_____ The banks and trust companies authorized for the deposit of moneys up to the following maximum amounts are:~~

_____ Depository Name	_____ Maximum Amount
_____ Bank of America (formerly Fleet Bank)	_____ varies
_____ Wilber National Bank	_____ varies
_____ Key Bank	_____ varies
_____ MBIA JP Morgan Chase	_____ varies

Collateralizing of Deposits

~~_____ In accordance with the provisions of General Municipal Law, Section 10, all deposits of the Ontario Central School District, including certificates of deposit and special time deposits, in excess of the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured:~~

- ~~_____ a) By a pledge of "eligible securities" with an aggregate "market value," or provided by General Municipal Law, Section 10, equal to the aggregate amount of deposits from the categories designated in Appendix A to the policy.~~
- ~~_____ b) By an eligible "irrevocable letter of credit" issued by a qualified bank other than the bank with the deposits in favor of the School District for a term not to exceed ninety (90) days with an aggregate value equal to one hundred forty percent (140%) of the aggregate amount of deposits and the agreed upon interest, if any. A qualified bank is one whose commercial paper and other unsecured short-term debt obligations are rated in one (1) of _____ the three (3) highest rating categories by at least one (1) nationally recognized statistical rating organization or by a bank that is in compliance with applicable federal minimum risk-based capital requirements.~~
- ~~_____ c) By an eligible surety bond payable to the School District for an amount at least equal to 100% of the aggregate amount of deposits and the agreed upon interest, if any, executed by an insurance company authorized to do business in New York State, whose claims paying ability is rated in the highest rating category by at least two (2) nationally recognized statistical rating organizations.~~

Safekeeping and Collateralization

~~_____ Eligible securities used for collateralizing deposits shall be held by (the depository and/or a third party) bank or trust company subject to security and custodial agreements.~~

~~_____ The security agreement shall provide that eligible securities are being pledged to secure local government deposits together with agree upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon default. It shall also provide the conditions under which the securities may be sold, presented for payment, substituted or released and the events which will enable the local government to exercise its rights against the pledged securities.~~

~~_____ The custodial agreement shall provide that securities held by the bank or trust company, or agent of and custodian for, the School District, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement should also describe that the custodian shall confirm the receipt, substitution or release of the securities. The agreement shall provide for the frequency of revaluation of eligible securities and for the~~

substitution of securities when a change in the rating of a security may cause ineligibility. Such agreement shall include all provisions necessary to provide the local government a perfected interest in the securities.

Permitted Investments

As authorized by General Municipal Law, Section 11, the Ontario Central School District authorizes the Treasurer or designee to invest moneys not required for immediate expenditure for terms not to exceed its projected cash flow needs in the following types of investments:

- ~~a) Special time deposit accounts;~~
- ~~b) Certificates of deposit;~~
- ~~c) Obligations of the United States of America;~~
- ~~d) Obligations guaranteed by agencies of the United States of America where the payment of principal and interest are guaranteed by the United States of America;~~
- ~~e) Obligations of the State of New York;~~
- ~~f) Obligations issued pursuant to LFL Section 24.00 or 25.00 (with approval of the State Comptroller) by any municipality, School District or District corporation other than the Ontario Central School District;~~
- ~~g) Obligations of public authorities, public housing authorities, urban renewal agencies and industrial development agencies where the general State statutes governing such entities or whose specific enabling legislation authorizes such investments;~~
- ~~h) Certificates of Participation (COPs) issued pursuant to GML, Section 109-b;~~
- ~~i) Obligations of this School District, but only with any moneys in a reserve fund established pursuant to GML, Sections 6-c, 6-d, 6-e, 6-g, 6-h, 6-j, 6-k, 6-l, 6-m, or 6-n.~~

All investment obligations shall be payable or redeemable at the option of the Ontario Central School District within such times as the proceeds will be needed to meet expenditures for purposes for which the moneys were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable or redeemable at the option of the Ontario Central School District within two (2) years of the date of purchase.

Authorized Financial Institutions and Dealers

The Ontario Central School District shall maintain a list of financial institutions and dealers approved for investment purposes and establish appropriate limits to the amount of investments which can be made with each financial institution or dealer. All financial institutions with which the School District conducts business must be credit worthy. Banks shall provide their most recent Consolidated Report of Condition (Call Report) at the request of the School District. Security dealers not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank, as primary dealers. The Treasurer or designee is responsible for evaluating the financial position and maintaining a listing of proposed depositories, trading partners and custodians. Such listing shall be evaluated at least annually.

Purchase of Investments

The Treasurer or designee is authorized to contract for the purchase of investments:

- ~~a) Directly, including through a repurchase agreement, from an authorized trading partner.~~
- ~~b) By participation in a cooperative investment program with another authorized governmental entity pursuant to Article 5G of the General Municipal Law where such program meets all the requirements set forth in the Office of the State Comptroller Opinion No. 86-46, and the specific program has been authorized by the School District.~~
- ~~c) By utilizing an ongoing investment program with an authorized trading partner pursuant to a contract authorized by the School District.~~

All purchased obligations, unless registered or inscribed in the name of the School District, shall be purchased through, delivered to and held in the custody of a bank or trust company. Such obligations shall be purchased, sold or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All cash transactions shall be confirmed in writing to the Ontario Central School District by the bank or trust company. Any obligation held in the custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in General Municipal Law, Section 10.

The custodial agreement shall provide that securities held by the bank or trust company, as agent of and custodian for, the School District, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement shall describe how the custodian shall confirm the receipt and release of the securities. Such agreement shall include all provisions necessary to provide the local government a perfected interest in the securities.

Repurchase Agreements

Repurchase agreements are authorized subject to the following restrictions:

- ~~a) All repurchase agreements must be entered into subject to a Master Repurchase Agreement.~~
- ~~b) Trading partners are limited to banks or trust companies authorized to do business in New York State and primary reporting dealers.~~
- ~~c) Obligations shall be limited to obligations of the United States of America and obligations guaranteed by agencies of the United States of America.~~
- ~~d) No substitution of securities will be allowed.~~
- ~~e) The custodian shall be a party other than the trading partner.~~

APPENDIX A Schedule of Eligible Securities

- ~~===== Obligations issued, or fully insured or guaranteed as to the payment of principal and interest, by the United States of America, an agency thereof or a United States government sponsored corporation.~~
- ~~===== Obligations issued or fully guaranteed by the International Bank for Reconstruction and Development, the Inter-American Development Bank, the Asian Development Bank, and the African Development Bank.~~
- ~~===== Obligations partially insured or guaranteed by any agency of the United States of America, at a proportion of the Market Value of the obligation that represents the amount of the insurance or guaranty.~~
- ~~===== Obligations issued or fully insured or guaranteed by the State of New York, obligations issued by a municipal corporation, School District, or District corporation of such State or obligations of any public benefit corporation which under a specific State statute may be accepted as security for deposit of public moneys.~~
- ~~===== Obligations issued by states (other than the State of New York) of the United States rated in one (1) of the three (3) highest rating categories by at least one (1) nationally recognized statistical rating organization.~~
- ~~===== Obligations of Puerto Rico rated in one (1) of the three (3) highest rating categories by at least one (1) nationally recognized statistical rating organization.~~
- ~~===== Obligations of counties, cities and other governmental entities of a state other than the State of New York having the power to levy taxes that are backed by the full faith and credit of such governmental entity and rated in one (1) of the three (3) highest rating categories by at least one (1) nationally recognized statistical rating organization.~~
- ~~===== Obligations of domestic corporations rated in one (1) of the two (2) highest rating categories by at least one (1) nationally recognized statistical rating organization.~~
- ~~===== Any mortgage related securities, as defined in the Securities Exchange Act of 1934, as amended, which may be purchased by banks under the limitations established by bank regulatory agencies.~~
- ~~===== Commercial paper and bankers' acceptances issued by a bank, other than the Bank, rated in the highest short term category by at least one (1) nationally recognized statistical rating organization and having maturities of not longer than sixty (60) days from the date they are pledged.~~
- ~~===== Zero coupon obligations of the United States government marketed as "Treasury strips."~~

The objectives of the district's investment policy are to conform with all applicable federal and state requirements, to safeguard district funds and to minimize risk, to ensure that investments mature when cash is required to finance operations and to ensure a competitive rate of return. In accordance with this policy, the Treasurer or his/her designee is authorized to invest and/or deposit all funds, including proceeds of obligations and reserve funds, in time-deposit accounts, certificates of deposit, short-term government securities, repurchase agreements or other investment instruments permitted by law, subject to the investment regulations approved by the Board of Education.

To the extent feasible, investments and deposits shall be made in and through local or regional financial institutions. Concentration of investments in a single financial institution should be avoided. Diversification of investments and deposits is encouraged. Investments may be made either directly from an authorized trading partner, or by participation in a cooperative investment agreement with other authorized municipal corporations pursuant to General Municipal Law Article 5-G and in accordance with General Municipal Law Article 3-A.

This policy will be periodically reviewed by the Board and may be amended from time to time in accordance with the provisions of section 39 of the General Municipal Law.

Ref: Education Law §§1604-a; 1723-a; 3651; 3652

Local Finance Law § 24.00, 25.00, 165.00

General Municipal Law §§6-d; 6-j; 6-l-n; 6-p; 6-r; 10; 11; 39; Article 3-A; Article 5-G

12. Consent Agenda

12.01 Approve Consent Agenda (proposed 7:05)

Recommended Action: The Board of Education hereby approves consent agenda item numbers 12.02-12.05

Motioned: Trustee Shands

Seconded: Trustee Storey

- Bennett stage curtains have been needing replacement – may be original to the school
 - Not salvageable –not even for donation
- Price includes all hardware needed – will be done over the summer

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Warren

Not Present: Trustee Salem

12.02 Approve Schedule U - The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations

Recommended Action: The Board hereby approves the Instruction - Schedule U-The Committee on Special Education (CSE) and Committee on Pre-School Special Education (CPSE) Recommendations, Schedule U, #5/18, Confidential, as reviewed by Trustee Ratcliff

12.03 Personnel Agenda

RESIGNATIONS: INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Scheible, Elizabeth	Teaching Assistant/Bennett	5/11/2018	Personal

EXTRA DUTY STIPENDS (2018 – 2019 School Year)

NAME	POSITION	AMOUNT
Allison, Michael	Football Varsity – Head Coach	\$5,800.00
Boyer, Erica	Commencement Orchestra Director	\$330.00
Brueckner, Jennifer	Field Hockey – Modified Assistant Coach	\$1,978.00
Fein, Peter	Tennis – Varsity – Head Coach (Girls)	\$2,792.00
Hoyt-Friedman, Jacob	Soccer Varsity Head Coach (Girl)	\$4,760.00
Kight, Justin	Football – Varsity – Assistant Coach	\$4,315.00
King, Thomas	Soccer – JV – Head Coach (Girls)	\$3,572.00
Loizou, Philip	Football – Modified – Head Coach	\$3,348.00
Mackenzie, Dustin	Football Varsity – Assistant Coach	\$4,315.00
Occhi, Andrew	Golf – Varsity – Head Coach (Girls)	\$3,126.00
Pezzello, Eric	Soccer – Varsity – Head Coach (Boys)	\$4,760.00
Rushford, Michael	Soccer Modified – Head Coach (Girls)	\$1,978.00
Temple, Nicole	Field Hockey – Varsity – Head Coach	\$4,315.00
Warnes, Carsten	Soccer – Modified – Head Coach (Boys)	\$1, 978.00

RESIGNATIONS: NON-INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE	REMARKS
Holland, Eugenia	School Monitor/High School	5/14/2018	Retirement

SUBSTITUTE

NAME	POSITION	Effective Date
Nieves-Kastel, Angelica	Certified Teaching Assistant	4/24/18
Ryan, Lisa	Certified Teaching Assistant	4/13/18
Tomlinson, Christmas	Certified Teaching Assistant/Non-Instructional	5/2/18

PERMANENT STATUS

The following NON-INSTRUCTIONAL personnel have served a probationary period and are recommended to PERMANENT STATUS consistent with the applicable laws and regulations of the State of New York:

NAME	POSITION	PROBATIONARY DATE	PERMANENT DATE
Parker, Bradley	Building Maintenance Mechanic	11/8/2017	5/7/2018

TEMPORARY SUMMER APPOINTMENT: INSTRUCTIONAL

NAME	POSITION/SCHOOL	EFFECTIVE DATE FROM - TO	AMOUNT	REMARKS
Erlwein, Doreen	Summer Academy Teacher	7/1/18 – 8/3/18	\$39.00/hr	Summer Academy
Fields, Dominique	Summer Academy Teacher	7/1/18 – 8/3/18	\$39.00/hr	Summer Academy
Maille, Julie	Summer Academy Teacher	7/1/18 – 8/3/18	\$39.00/hr	Summer Academy
Mattison, Lori	Summer Academy Teacher	7/1/18 – 8/3/18	\$39.00/hr	Summer Academy
Mayone-Allison, Joan	Summer Academy Teacher	7/1/18 – 8/3/18	\$39.00/hr	Summer Academy
Millman, Jacob	Summer Academy Teacher	7/1/18 – 8/3/18	\$39.00/hr	Summer Academy
Warren, Kristin	Summer Academy Teacher	7/1/18 – 8/3/18	\$39.00/hr	Summer Academy

12.04 Approve Warrants

Recommended Action: The Board of Education has reviewed and hereby accepts Warrant Schedule 9

12.05 Approve Bid for Bennett Stage

Recommended Action: BE IT HEREBY RESOLVED on recommendation by the Superintendent of Schools that the Board of Education of the Onteora Central School District approve the award of the bid for all materials, fabrication services and labor for installation of new stage and window curtains at Bennett Elementary School based on the bid documents of April 24, 2018 to the lowest responsible bidder, iWeiss Theatrical Solutions, in the amount of \$38,825.00 and authorizes the Superintendent to sign such an agreement.

13. Committee Reports

13.01 Health and Wellness Committee - Trustee Shands to report. Next meeting is in the MS/HS Conference Room at 2:45 on 5/17/18

- Meet, Greet and Eat was last Monday – better than last year
 - Made more than \$6,000 (last year) for Belleayre Bash

14. Old Business

14.01 The Board will discuss Old Business (proposed 7:15)
No old business was discussed

15. New Business

15.01 The Board will discuss New Business

- Activism Task Force is worth exploring since seeing more activism from students
 - Superintendent will work with students and administration

16. Request For Information

16.01 Discuss Requests for Information

Trustee Ratcliff asked about action taken on Safety Study for HS parking lot

- Transportation expert from the architect office came out and has recommendations – will send a report and costs

Trustee Osmond asked the Superintendent to follow up with the Deputy County Executive about a traffic light at 28 so students might be able to make better use of rail trail if there is a light

17. Executive Session

17.01 Enter executive session (proposed 7:20 duration 30 min)

Recommended Action: Motion to enter into executive session to discuss the raise for confidential staff

Motioned: Trustee Shands

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Warren

Not Present: Trustee Salem

18. Adjournment

18.01 Exit Executive Session and Adjourn Meeting. Next meeting is Tuesday, May 15, 2018 in the MS/HS (proposed 7:50)

Recommended Action: Motion to exit executive session and adjourn the meeting at

Motioned: Trustee Shands

Seconded: Trustee Storey

Result: Unanimous

Yea: Trustee Osmond, Trustee Kurnit, Trustee Storey, Trustee Ratcliff, Trustee Shands, Trustee Warren

Not Present: Trustee Salem

Minutes Recorded by Fern Amster,
District Clerk



Board of Education: Kevin Salem, Laurie Osmond, Valerie Storey, Lindsay Shands, Bennet Ratcliff, Rob Kurnit, Robert Burke Warren