



**Canandaigua City School District Board of Education
Reorganizational Meeting Minutes - July 2, 2013
Canandaigua City School District ~ 5500 Airport Road**

The Reorganizational and Regular meeting of the Canandaigua City School District Board of Education was held on Tuesday, July 2, 2013 at 4:34 p.m. in the Canandaigua City School District Operations Center.

BOARD MEMBERS PRESENT: Jeanie Grimm, Joe Delforte, Jeannie Kesel, Michelle Pedzich, Michelle Raeman, Tom Reho, Beth Thomas

BOARD MEMBER ABSENT: Bill Patrowicz (*excused*), John Polimeni (*excused*)

LEADERSHIP TEAM PRESENT: Lynne Erdle, Mark Lavner, Carleen Pierce

LEADERSHIP TEAM ABSENT: Julie Winston (*excused*)

BOARD DISTRICT CLERK: Deborah Sundlov

OTHERS PRESENT: None

Meeting Called to Order and Pledge of Allegiance to the Flag

The meeting was called to order at 4:34 p.m. by the District Clerk who asked everyone to stand for the Pledge of Allegiance.

Oath of Office – Re-Elected Board Members

The Oath of Office was administered by Ms. Sundlov to Mr. Tom Reho. The Oath of Office will be administered to Mr. John Polimeni by Ms. Sundlov at a later date and time.

Election of President for 2013-2014 and Oath of Office - District Clerk

With one nomination for President of the Board of Education, Mrs. Jeanie Grimm was declared the President of the Board of Education by unanimous consent. **BOARD PRESIDENT**

Ms. Sundlov administered the Oath of Office to Mrs. Grimm.

Election of Vice President for 2013-2014 and Oath of Office - President

With one nomination for Vice President of the Board of Education, Mrs. Beth Thomas was declared the Vice President of the Board of Education by unanimous consent. **BOARD VICE PRESIDENT**

Mrs. Grimm administered the Oath of Office to Mrs. Thomas.

Oath of Office - Superintendent

Mrs. Grimm administered the Oath of Office to Mrs. Lynne Erdle.

Public Comments

There were no public comments.

Appointments, Designations and Authorizations

Upon a recommendation by the Superintendent, a motion made by Mrs. Pedzich, seconded by Mrs. Thomas, with all present voting yes, the Board of Education approved/accepted: **APPROVED APPOINTMENTS, DESIGNATIONS & AUTHORIZATIONS**



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1. a) Appointment of District Treasurer APPOINTMENTS
the appointment of **Belle Sargent** as District Treasurer for the 2013-2014 school year.
- b) Appointment of Deputy Treasurer and Tax Collector
the appointment of **Tamara Felker** as Deputy Treasurer and Tax Collector for the 2013-2014 school year.
- c) Appointment of District Clerk
the appointment of **Deborah Sundlov** as District Clerk for the 2013-2014 school year.
- d) Appointment of District Clerk Pro Tem
the appointment of **Lynne Erdle** as District Clerk Pro Tem for the 2013-2014 school year and **Mark Lavner** as alternate District Clerk Pro Tem.
- e) Appointment of Claims Auditor
the appointment of **Laurie Dueland** as Claims Auditor for the 2013-2014 school year.
- f) Appointment of Deputy Claims Auditor
the appointment of **John Zappia** as Deputy Claims Auditor for the 2013-2014 school year.
2. JP Morgan Chase & Co., Canandaigua National Bank and Trust Company, Five Star Bank and Bancorp Bank as depositories for the funds belonging to the school district during the 2013-2014 school year; and that the Tax Collector be instructed to deposit daily, taxes received from October 1 to December 31 in the General Account at the Canandaigua National Bank and Trust Company and to the special Tax Account at JP Morgan Chase & Co. and to deposit taxes at in a timely manner not to exceed one business day. DEPOSITORIES
3. the *Daily Messenger, A Messenger-Post Newspaper* as the official newspaper of the school District. OFFICIAL NEWSPAPER
4. The Superintendent recommends that the Board of Education authorizes the District Clerk to sign renewal forms and monthly reports for participation in the National School Lunch Program. NATIONAL SCHOOL LUNCH PROGRAM
5. **Anne Ceddia** to serve as the 504 Coordinator for all district students and **Mark Lavner** to serve as the 504 Coordinator for all District personnel and Title IX Coordinator in the Canandaigua City School District for the 2013-2014 school year. DESIGNATION OF 504 AND TITLE IX COORDINATOR
6. District Functions AUTHORIZATIONS
the following persons to perform the function specified for the 2013-2014 school year:
 1. Certification of Payrolls - **Carleen Pierce**, Assistant Superintendent for Business as designee; **Mark Lavner**, Assistant Superintendent of Personnel and Support Services as alternate; **Julie Winston**, Assistant Superintendent for Instruction as alternate
 2. Signatories on Checks - **Belle Sargent**, Treasurer; **Tamara Felker**, Deputy Treasurer
 3. Budget Transfers not to exceed \$20,000 - **Lynne Erdle**, Superintendent of Schools
 4. Approval of Change Orders up to \$20,000 - **Lynne Erdle**



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5. Signatories for Report of Personnel Changes - **Mark Lavner**, Designee; **Aline Clement**, Employee Relations Assistant, Alternate
6. Signatories for all OMNI 403(b) Plan, NYS 457 (b) Plan, Health Economics Group Cafeteria Plan Agreements, Health Economics Group HRA and FSA, JP Morgan Chase HSA Agreement, Excellus Health and Dental Insurance, Non-Monroe County Municipal School District Plan, and Retirement Special Pay Plans 403 (b), 457 (b) - **Carleen Pierce**, Designee; **Mark Lavner**, Alternate
7. Trustees of Health Reimbursement Plans - **Carleen Pierce**, **Mark Lavner** and **Belle Sargent**
8. Designee of Employee Sick Bank/Leave Reserve - **Lynne Erdle**

Authorization to Open Bids

two of the following five individuals be authorized to open bids:

- Carleen Pierce**, Purchasing Agent
- Mark Lavner**, Assistant Superintendent of Personnel and Support Services
- Devon Melious**, Purchasing Clerk
- Belle Sargent**, District Treasurer
- Tamara Felker**, Deputy Treasurer

7. the following appointments for the 2013-2014 school year and authorize changes in writing and shared with the Board of Education:

**OTHER
APPOINTMENTS**

1. Purchasing Agent - **Carleen Pierce**
2. Records Access Officer - **Tracy Lindsay**
3. Board Attorney - Muehe & Newton LLP
4. Special Counsel - Harris Beach, LLP
5. Extra-Curricular Treasurer - Extra-Classroom Activities Account - **Linda Eames**
6. External Auditor for the Records for Fiscal Year 2013-2014 - Raymond F. Wager, CPA, P.C.
7. Internal Auditor for the Records for Fiscal Year 2013-2014 - Freed, Maxick & Battaglia, P.C.
8. School Physician Services for Students - F.F. Thompson Hospital
9. Employees Physician Services - Health Works
10. School Physician - Dr. Susan Sharza
11. Homeless Liaison Designee - **Valerie Schubmehl**
12. Copyright Officer - **Andrew Thomas**
13. Broker of Record Consultant - Steve Smola, Smola Consulting, LLC
14. Broker of Record Insurance Agency - Haylor, Freyer & Coon
15. Financial Advisor - Bernard Donegan, Inc.
16. Architecture Firm - SEI Design Group
17. Medicaid Compliance Officer - **Carleen Pierce**
18. LEA Asbestos Designee - **Michael McClain**
19. Bond Counsel - Tim McGill Esq.
20. Dignity Act Coordinators - **Mark Lavner**, **Bridget Harris**, **Peter Jensen**, **Patrick Case**, **Eric Jordan**
21. Part-time Food Service Director, **Todd Fowler**

8. the below resolution:

**CERTIFICATION
OF LEAD
EVALUATORS**

BE IT RESOLVED THAT **Lynne Erdle** and **Julie Winston** are hereby certified as a Qualified Lead Evaluator of Principals having successfully completed the training requirements prescribed in 8 NYCRR §30-2.9(b), including:

Academic success for every child we serve and the development of good character in all students



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- 1) The New York State Teaching Standards, and their related elements and performance indicators/the Leadership Standards and their related functions;
- 2) Evidence-based observation techniques that are grounded in research;
- 3) Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2;
- 4) Application and use of the State-approved principal rubric selected by the Canandaigua City School District for use in the evaluation of Principals, including training on the effective application of such rubric to observe a Principal practice;
- 5) Application and use of the assessment tools that the Canandaigua City School District utilizes to evaluate its Principals, including but not limited to evidenced based observation, evidenced based school visits, artifact collection and review and professional goals;
- 6) Application and use of the State-approved locally selected measures of student achievement used by the Canandaigua City School District to evaluate its Principals;
- 7) The scoring methodology utilized by the Department and the Canandaigua City School District to evaluate a Principal under 8 NYCCR Subpart 30-2, including
 - a. how scores are generated for each subcomponent and the composite effectiveness score of Principals, and
 - b. application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of Principals and their subcomponent ratings; and
- 8) Specific considerations in evaluating Principals of English language learners and students with disabilities.

9. the following payment rates for the 2013-2014 school year:

**PAYMENT
RATES**

- | | |
|--|-----------------|
| 1. Mileage Reimbursement Rate | \$.50 per mile |
| 2. Daily Rate for Certified Teachers | \$ 90 |
| 3. Daily Rate for Non-Certified Teachers | \$ 75 |
| 4. Daily Rate for Preferred Substitute Teacher | \$ 95 |
| 5. Daily Rate for Contract Subs | \$100 |
| 6. General Counsel Attorney's Fees | |
| a) Partner - \$225/hr | |
| b) Senior Attorney - \$195/hr | |
| c) Attorney - \$160/hr | |
| i. Special Counsel - Annual Retainer | \$5,400 |

10. the faithful performance and blanket position bond coverage for the 2013-2014 school year, as follows:

**OFFICIAL
UNDERTAKINGS**

The District Treasurer in the amount of \$1,000,000
 The District Deputy Treasurer in the amount of \$1,000,000
 The District Tax Collector in the amount of \$1,000,000
 The District Claims Auditor in the amount of \$1,000,000
 The Treasurer in the Extra-Classroom Activities Funds and employees associated with the Extra-Classroom Activities in the amount of \$1,000,000 per employee

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The Superintendent of Schools in the amount of \$1,000,000
The Assistant Superintendent for Business in the amount of \$1,000,000

11. the establishment of Petty Cash Funds for the school year 2013-2014, as follows: **PETTY CASH**

<u>Building</u>	<u>Amount</u>
Primary School Office	\$75.00
Elementary School Office	\$75.00
Middle School Office	\$75.00
Canandaigua Academy Office	\$75.00
Transportation Department	\$25.00

12. The Superintendent recommends that the Board of Education approve the establishment of Change Funds for the 2013-2014 school year, as follows: **CHANGE FUNDS**

<u>Change Fund</u>	<u>Amount</u>
Interscholastic Athletics - Fall Sports	\$400.00
Interscholastic Athletics - Winter Sports	\$400.00
Tax Collection	\$100.00
Cafeteria - four schools	\$450.00

13. the following parents appointed as parent representatives to the CSE/CPSE to be consistent with NYS Part 200 Regulations and Board Policy: **CSE/CPSE**

CPSE Representatives

- Kristin Healy
- Jeanine Medden

CSE Representatives

- Sally Alling
- Kristi Doody
- Lynn White Sohn

14. the request of Mrs. Deb Proffitt, Acting Director of Special Programs, is recommending the membership of the Committee on Special Education, the sub committee on Special Education and the Committee on Preschool Special Education for the 2013-2014 school year be appointed as follows: **SPECIAL EDUCATION AND PRESCHOOL SPECIAL EDUCATION**

The Committee on Special Education membership shall include, but not be limited to, the following members:

- a) The parents or persons in parental relationship to the student
- b) Not less than one (1) regular education teacher of such student whenever the student is, or may be, participating in the regular education environment;
- c) Not less than one (1) special education teacher of the student, or, where appropriate, not less than one (1) special education provider (i.e., related service provider) of such student;
- d) A representative of the District who is qualified to provide or administer or supervise special education and who is knowledgeable about the general education curriculum and about the availability of resources of the District. The representative of the School District shall serve as the chairperson of the committee;



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- e) An individual who can interpret the instructional implications of evaluation results, who may be a the regular education teacher, special education teacher or provider, school psychologist, or School District representative described above, or a person having knowledge or special expertise regarding the student as determined by the District;
- f) At the discretion of the parent or the District, other individuals who have knowledge or special expertise regarding the student, including related services personnel as appropriate. The determination of knowledge or special expertise shall be made by the party (parents or School District) who invited the individual to be a member of the committee;
- g) Whenever appropriate, the student;
- h) A school psychologist;
- i) A school physician, if requested in writing at least seventy-two (72) hours prior to the meeting by the parents of the student or the School District; and
- j) An approved parent member of the CSE, if requested in writing at least seventy-two (72) hours prior to the meeting by the parents of the student or the School District.

The Subcommittee on Special Education membership shall include, but not be limited to, the following members:

- a) The parents or persons in parental relationship to the student;
- b) Not less than one (1) regular education teacher of such student whenever the student is, or may be, participating in the regular education environment;
- c) Not less than one (1) special education teacher, of the student, or where appropriate, not less than one (1) special education provider (i.e., related service provider) of such student;
- d) A representative of the School District who is qualified to provide or administer or supervise special education and who is knowledgeable about the general education curriculum and about the availability of resources of the District. The representative of the School District shall serve as chairperson of the subcommittee
- e) A school psychologist, whenever a new psychological evaluation is reviewed or a change to a program option with a more intensive staff/student ratio, as set forth in Section 200.6(h)(4) of the Regulations of the Commissioner, is considered;
- f) At the discretion of the parent or the Committee, other individuals who have knowledge or special expertise regarding the student, including related services personnel as appropriate. The determination of knowledge or special expertise shall be made by the party (parents or School District) who invited the individual to be a member of the subcommittee;
- g) An individual who can interpret the instructional implications of evaluation results, who may be a member described in letters "b" through "f" of this subheading; and



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h) Whenever appropriate, the student.

The Committee on Preschool Special Education membership shall include, but not be limited to, the following members:

- a) The parents of the preschool child;
- b) Not less than one (1) regular education teacher of such child whenever the child is, or may be, participating in the regular education environment;
- c) Not less than one (1) special education teacher of the child or, where appropriate, not less than one (1) special education provider (i.e., related service provider) of such child;
- d) A representative of the School District who is qualified to provide, or supervise the provision of, special education and who is knowledgeable about the general education curriculum and about the availability of preschool special education programs and services and other resources of the District and the municipality (who shall serve as Chairperson of the Committee on Preschool Special Education);
- e) An individual who can interpret the instructional implications of evaluation results, who may be a member of the team selected from the regular education teacher, the special education teacher or provider, the school psychologist, the School District representative described above, or a person having knowledge or special expertise regarding the student as determined by the District;
- f) At the discretion of the parent or the District, other individuals who have knowledge or special expertise regarding the child. The determination of knowledge or special expertise shall be made by the party (parents or School District) who invited the individual to be a member of the committee;
- g) An approved parent member of the CPSE;
- h) For a child in transition from early intervention programs and services, at the request of the parent, the appropriate professional designated by the agency that has been charged with the responsibility of the preschool child;
- i) A representative from the municipality of the preschool child's residence provided that the attendance of the appointee of the municipality shall not be required for a quorum.

15. the 2013-2014 school year previously approved at their Regular Meeting on February 28, 2013. During the budgetary process additional meetings will be held as needed.

**BOARD
MEETING
DATES**

July 2, 2013	November 7, 2013	March 13, 2014
July 25, 2013	November 21, 2013	March 27, 2014
August 22, 2013	December 12, 2013	April 10, 2014
September 5, 2013	January 9, 2014	April 24, 2014
September 19, 2013	January 23, 2014	May 8, 2014
October 3, 2013	February 6, 2014	May 22, 2014
October 17, 2013	February 27, 2014	June 5, 2014
		June 19, 2014



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16. the Board of Education re-adopt Board of Education Policies for the 2013-2014 school year.

POLICIES

17. the annual renewal of Board Policy # 2310 requires that the Board annually approve guidelines for Board of Education conference attendance. Attached please find the current guidelines for the Board's review.

**CONFERENCE
ATTENDANCE**

The Superintendent recommends that the Board of Education approve guidelines for Board of Education conference attendance as an attachment and is filed in the Supplemental Minutes File.

18. the annual renewal of Board Policy # 6473 requires annual approval of all employee-owned cellular phone plans and district owned cell phones as outlined in the Cell Phone Plan for Select District Staff Policy.

**CELLULAR
PHONE**

The Superintendent recommends that the Board of Education approve the employee-owned cell phone plans and District owned cell phone disbursement as listed as an attachment and is filed in the Supplemental Minutes File.

19. the District Chemical Hygiene Plan for the 2013-2014 school year as listed as an attachment and is filed in the Supplemental Minutes File.

**CHEMICAL
HYGIENE**

20. The OMNI Group Contract

CONTRACTS

Renewal of the contract with The OMNI Group as the District's Third Party Administrator for the Employee Benefits Program for the 2013-2014 school year.

Health Reimbursement Account (VEBA) and Flexible Spending Account

the renewal of the Health Reimbursement Fund for the Canandaigua City School District (VEBA) contract as the District's Third Party Administrator for the 2013-2014 school year.

Non-Monroe County Municipal School District Program (NMCMSDP) Contract

the renewal of the NMCMSDP Contract for the 2013-2014 school year.

Employee Assistance Program

the renewal of the Family Counseling Service of the Finger Lakes, Inc. for the 2013-2015 school years.

Thompson Health – Athletic Trainers

the renewal of the F.F. Thompson Health System, Inc. for athletic trainers for the 2013-2014 school year.

21. the prices of school lunch for the 2013-2014 school year as follows:

**SCHOOL LUNCH
PRICES**

- Student breakfast - \$1.25
- Student lunch K-5 - \$2.15
- Grades 6-12 - \$2.25
- Adult lunch - \$3.60



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22. the below resolution:

**COOPERATIVE
BIDDING**

WHEREAS, The Board of Education, Canandaigua City School District of New York State desires to participate in a Cooperative Bidding Program conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties from year to year or, until this Resolution is rescinded, for the purchase of Various Commodities and/or Services. And ...

WHEREAS, The Board of Education, Canandaigua City School District of New York State is desirous of participating with The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties in the joint bid of the commodities and/or services mentioned below as authorized by General Municipal Law, Section 119-0 ... And ...

WHEREAS, The Board of Education, Canandaigua City School District of New York State has appointed The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties as representative to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Board of Education, Canandaigua City School District of New York State and making recommendations thereon ...

THEREFORE ...BE IT RESOLVED, That The Board of Education, Canandaigua City School District of New York State and The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties hereby accepts the appointment of The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters related above ... And ...

BE IT FURTHER RESOLVED, That The Board of Education Canandaigua City School District of New York State authorizes the above-mentioned Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters regarding the entering into contract for the purchase of the below-mentioned commodities and/or services... And ...

BE IT FURTHER RESOLVED, That The Board of Education Canandaigua City School District of New York State agrees to assume its equitable share of the costs incurred as a result of the cooperative bidding ... And ...

NOW, THEREFORE, BE IT RESOLVED, That The on behalf of the Board of Education, Canandaigua City School District of New York State hereby is authorized to participate in cooperative bidding conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties for various commodities and/or services and if requested to furnish The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties an estimated minimum number of units that will be purchased by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties. The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties is hereby authorized to award cooperative bids to the bidder deemed to be the lowest responsive and responsible meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts.

End of Appointments, Designations and Authorizations



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Resolution Authorizing Issuance of Notes and Bonds

Upon a recommendation by the Superintendent, a motion made by Mrs. Raeman, seconded by Mr. Delforte, with all present voting yes, the Board of Education approved/accepted:

**APPROVED
APPOINTMENTS,
DESIGNATIONS &
AUTHORIZATIONS**

the below resolution:

A RESOLUTION CLARIFYING THE PROCEDURE FOR THE AUTHORIZATION OF THE ISSUANCE OF, AND THE EXECUTION OF, BOND ANTICIPATION NOTES, REVENUE ANTICIPATION NOTES AND TAX ANTICIPATION NOTES, OF THE CITY SCHOOL DISTRICT OF THE CITY OF CANANDAIGUA, ONTARIO COUNTY, NEW YORK.

BE IT RESOLVED, by the Board of Education of the Canandaigua City School District of the City of Canandaigua, Ontario County, New York, as follows:

Section 1. Whenever the President of the Board of Education of the Canandaigua City School District of the City of Canandaigua, Ontario County, New York, is absent and/or is unable to exercise any powers or duties heretofore delegated to him or her by this Board of Education pertaining or incidental to the authorization of the issuance of bond anticipation notes, revenue anticipation notes and tax anticipation notes of said School District or renewals thereof, such powers and duties shall be deemed to have been delegated to the Vice-President of said Board of Education who shall have been selected in the manner provided by subdivision 1 of Section 2504 of the Education Law.

Section 2. The School District Clerk is hereby authorized to execute any of the notes described in Section 1 hereof as if he or she were the President or Vice-President of the Board of Education of said School District acting as the chief fiscal officer of said School District and the signature of the President or the Vice-President of the Board of Education of said School District on any such notes shall not be required.

Section 3. It is hereby determined that the office of the School District Clerk and the office of the Clerk of the School Board (Board of Education), if any, of said School District are one and the same and that henceforth such office shall be known as the office of the School District Clerk and holder of such office shall be known as the School District Clerk and that whenever any law requires action by the "Clerk of the School Board", the "School Board Clerk" or the "Clerk of the Board of Education" such action shall be performed on behalf of said School District by its School District Clerk.

Section 4. This resolution shall take effect immediately.

The question of the adoption of the foregoing resolution will be a vote on roll call as follows:

Joseph Delforte, Jr.	Voting Yes
Jeannie Kesel	Voting Yes
Bill Patrowicz	Absent
Michelle Pedzich	Voting Yes
John Polimeni	Absent
Michelle Raeman	Voting Yes
Tom Reho	Voting Yes
Beth Thomas	Voting Yes
Jeanie Grimm	Voting Yes

End of Reorganizational Agenda



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Consensus Agenda

Upon a recommendation by the Superintendent, a motion made by Mr. Reho, seconded by Mrs. Pedzich, with all present voting yes, the Board of Education approved/accept:

**APPROVED:
CONSENSUS AND
SUPPLEMENTAL
AGENDA**

The Superintendent recommends that the Board of Education approve/accept the following:

Business & District Items

1. the request of Mr. Vernon Tenney, Academy Principal, is for the following Rotary Foreign Exchange Student for the 2013-2014 school year:
 - **Juliette Bellest**, a student from France staying with a Canandaigua family. Additional information is included as an attachment and will be filed in the Supplemental Minutes File.

**FOREIGN
EXCHANGE
STUDENT**

2. the request of Mr. John LaFave, Primary School Principal, to discard Primary School library books that are no longer in condition for student use. These books will be given away, donated to community groups or discarded. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

SURPLUS BOOKS

the request of Dr. Julie Winston, Assistant Superintendent for Instruction, is requesting approval to discard Elementary School library books that are no longer in condition for student use. These books will be given away, donated to community groups or discarded. Additional information is included as an attachment and is filed in the Supplemental Minutes File.

3. the below transfer is over \$20,000 Board of Education is required:
This transfer is for payment of a School Resource Officer for the 2013-2014 school year;

From: A 2110-490-010-0000	BOCES Instructional	\$37,000
To: A 7310-400-010-000	School Resource Officer	\$37,000

**BUDGET
TRANSFER**

4. the request of Mr. Vernon Tenney to discard the below textbooks that are no longer in condition for student use:

**SURPLUS
TEXTBOOKS**

Scott and Foresman- Earth Science (approximately 50)
Scott Foresman
Copyright 1990

Chemistry connections to a changing world (approximately 102)
Prentice Hall
Copyright 2000, 1996

5. the recommendations of the Committee on Preschool Education, which is filed as an attachment in the Supplemental Minutes File.
6. the recommendations of the Committee on Special Education, which is filed as an attachment in the Supplemental Minutes File.

**PRESCHOOL
SPECIAL
EDUCATION**

**SPECIAL
EDUCATION**

Personnel

1. Non-Instructional Personnel

A. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Robin Wellum	Custodial Worker	Resignation for the Purpose of Retirement	7/26/2013



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B. Individual Contracts

for the Superintendent to be allowed by the Board to finalize the following individual contracts:

Debora Bowen, Head Bus Driver / Trainer
Dan Bowman, Telecommunications-Network Analyst
Aline Clement, Employee Relations Assistant / Personnel
Laurie Dueland, Internal Claims Auditor
Gordon Estey, Auditorium / AV Coordinator
Tamara Felker, Tax Collector / Deputy Treasurer
Sue Friend, Senior Computer Services Assistant
Scott Goble, Transportation Director
Paula Hartwell, Employee Relations Assistant
Brad Kovolovsky, Computer Services Assistant
Mark Lavner, Assistant Superintendent for Personnel and Support Services
Tracy Lindsay, Data Specialist
Richard Lucitte, Information Technology Network Technician
Marybeth Masker, Secretary to the Assistant Superintendent for Instruction
Joni Mergenthaler, Family Services Coordinator
Michael McClain, Director of Building and Grounds
Matt Rodgers, Audio Visual Assistant
Belle Sargent, District Treasurer
Diana Sittig, Computer Services Assistant
Deborah Sundlov, District Clerk / Secretary to Superintendent of Schools
Andrew Thomas, Community Relations Coordinator
Paula Traber, Secretary I
Celeste Trickler, Prevention Service Specialist
Julie Winston, Assistant Superintendent for Instruction
Cynthia Vanderlee, Prevention Service Specialist

2. Instructional Personnel

A. Abolishment of Positions in Tenure Area

due to budget reductions in the indicated professional areas, the following positions have been abolished effective July 1, 2013. The least senior teacher in each area was placed on a PEL recalled according to total seniority in the District.

0.15 FTE Social Studies
1.0 FTE Childhood Education 1-6 (Kindergarten)

End of Consensus Agenda

Adjournment

Upon a motion made by Mrs. Pedzich, seconded by Mrs. Raeman, with all present voting yes, the Board of Education approved the adjournment of the Reorganizational meeting at 4:44 p.m. The next Regular meeting will be on July 25, 2013 at the Operations Center at 6:30 p.m.

APPROVED:
ADJOURNMENT

Respectfully Submitted,

Deborah Sundlov
District Clerk