

7/09/13

Re-Organization and Regular Board of Education Meeting
Middle-High School Library

Present: Lisa LoRe, President
Dominick Bellino
Angela Service
Jack Bono
Joseph Ciccone

Absent: Michael Button, V.P.

Michael Clements

Others Present: Robert Reina, Superintendent of Schools, Kacey Sheppard, Business Administrator

CALL TO ORDER:

The meeting was called to order by Board President, Lisa LoRe, at 6:30 p.m. and the Pledge of Allegiance was recited.

ROLL CALL:

Roll call was taken by, Board President Lisa LoRe

6- Present 1 - Absent
 Michael Button

A motion was made at 6:31 p.m. by Joseph Ciccone, seconded by Angela Service, to CONVENE TO EXECUTIVE SESSION to discuss specific personnel.

5 - YES 0 - NO MOTION PASSED

RECONVENE TO GENERAL SESSION - a motion was made by Angela Service, seconded by Dominick Bellino, to convene to General Session at 7:18 p.m.

5 - YES 0 - NO MOTION PASSED

Accepted Resignation from Board of Education Member:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education accepted the resignation of Board of Education member Robert Gillette effective July 2, 2013.

Appointed Board of Education Member:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education appointed Michael Clements as a Board of Education Member, assuming the seat vacated by the resignation of Board of Education Member Robert Gillette, from July 2, 2013 to May 20, 2014.

Administered Oath of Faithful Performance to:

- A. Newly Elected Board Members - Jack Bono, Dominick Bellino, and Newly Appointed Board Member Michael Clements
- B. Superintendent of Schools - Robert F. Reina
- C. Treasurer - Kacey Sheppard-Thibault
- D. District Clerk - Connie Ferrucci

Election of Board Officers:

- A. President of the Board
Dominick Bellino nominated Lisa LoRe for the office of President of the Board of Education.

A motion was made by Dominick Bellino, seconded by Jack Bono, to appoint Lisa LoRe to the Office of President of the Board of Education.

Roll Call Vote:

Jack Bono - YES
Angela Service - YES
Michael Clements - YES
Dominick Bellino - YES
Joseph Ciccone - YES
Lisa LoRe - ABSTAIN

5 - YES 0 - NO 1 - ABSTAIN (Lisa LoRe) MOTION PASSED

- B. Vice President of the Board
Jack Bono nominated Michael Button for the office of Vice-President of the Board of Education.

A motion was made by Jack Bono, seconded by Dominick Bellino, to appoint Michael Button to the Office of Vice President of the Board of Education.

Roll Call Vote:

Jack Bono - YES
Angela Service - YES
Michael Clements - YES
Dominick Bellino - YES
Joseph Ciccone - YES
Lisa LoRe - YES

6 - YES 0 - NO MOTION PASSED

- C. Administer Oath of Faithful Performance in Office to Officer - Lisa LoRe - President

- D. New President Presides - Lisa LoRe

CONSENT AGENDA: - Re-Org Procedures, A through F 1 - 4, 7 - 10.

A motion was made by Dominick Bellino, seconded by Joseph Ciccone, to approve the above consent agenda.

6 - YES 0 - NO MOTION PASSED

A motion was made by Dominick Bellino, seconded by Angela Service, to pull from the consent agenda Items F5 and F6.

6 - YES 0 - NO MOTION PASSED

6.

Reorganization Procedures:

For Action

A. It is hereby recommended that the following officers be appointed for the 2012-13 school year:

District Treasurer	-	Kacey Sheppard	
Clerk of the Board	-	Connie Ferrucci	(\$4,295)
Tax Collector	-	M & T Bank	
Deputy Treasurer	-	Karen Wasielewski	(\$ 350)
		Jennifer Juliano	(\$ 350)

B. It is hereby recommended that the following other appointments be approved for the 2013-14 school year:

1. School Physician - BOCES Serv. - (\$19,576/\$1,650) - Nurse Practitioner/Schl. Physician
2. School Attorney - Ferrara, Fiorenza, Larrison, Barrett, & Reitz, P.C.
3. Bond Counsel - Trespez & Marquardt
4. Extraclassroom Activity - Account Clerk/Typist -
Account Management Jennifer Juliano - \$1,085
5. Insurance Agents - Excellus Blue Cross-Blue Shield
(Health Insurance) Utica National
Insurance Group (Liability, Property,
Auto, Umbrella), Student Accident -
Commercial Travelers Insurance Co.)
6. Independent Auditor - Moore & Hart (Utica, NY)
7. Financial Advisors - Fiscal Advisors
8. Claims Auditor - Carm Cooper (\$ 750)
9. CSE/504 Coordinator - Jason Sanchez
10. Impartial Hearing Officers - Per S.E.D. Approved List
Officers
11. CSE/CPSE Committee - See attached
12. CSE/CPSE Substitute - Jana Lambert, Julie Tangorra,
Chairpersons Joyce Dayton, John Bubb
13. Surrogate Parents - Wendy Shufelt, Jon Loiacano
14. District Health Safety - See Attached -updated list
Committee
15. Athletic Director - Jeffrey LaGase (\$11,000)
16. District Sexual Harassment Compliance
Officer Superintendent

- 17. Title VI, Title IX/ - Superintendent
Compliance Officer
- 18. Dignity for All Students Act Coordinators - Andrea Cordero/
Building Principals
- 19. Professional Development Committee - Joyce Dayton
John Bubb
Julie Tangorra
Robert F. Reina
Jason Sanchez
Michelle Cleveland
Rob Trotta
Victoria Spina

C. **For Action**

It is hereby recommended that the following designations for the 2013-14 school year be approved:

- 1. Official Bank Depositories - Chase, M & T Bank, Citizens
- 2. Regular Monthly Meetings - (2nd Tues. of Month, & Fourth if necessary,
except for December)
Budget/Election Vote 5/20/14
- 3. Official Newspapers - The Evening Telegram
The Observer Dispatch
- 4. LEA Designee - Asbestos - Joseph LaVeck - (\$3,305)
- 5. Records Management Officer - Kacey Sheppard
- 6. Chemical Hygiene Officer - Dr. Bruce Race

D. **For Action**

It is recommended that the following authorizations for the 2013-14 school year be approved:

- 1. Authorization for Payments Without Prior Audit as Allowed by Law.
- 2. Person to Certify Payrolls - Superintendent
- 3. School Purchasing Agent - Superintendent/District Treasurer
- 4. Authorized to Approve Conferences, Workshops, etc. - Superintendent
- 5. Establishment of Petty Cash Fund - Gen. Fund (\$100)
Karen Wasielewski - Acc't. Custodian
- 6. Authorized Signatures on Checks - Kacey Sheppard
Dist. Treasurer
Karen Wasielewski, Deputy Treas.
Jennifer Juliano - (Extracurricular Act)
- 7. Authorized to Approve Budget Transfers (up to \$3,000) - Superintendent/District Treasurer

8. Authorized to Suspend Student - Building Principals & Superintendent
Up to 5 Days
9. Authorized 403(b) Providers - ING Life Ins and Annuity Co.
River Source Life Ins. Co. of NY (Ameriprise)
Metlife
Oppenheimer Retirement Funds
AIG Valic
AXA Equitable
Security Benefit
10. Authorization to execute wire - District Treasurer - Kacey Sheppard
transfers with a maximum limit of
one million dollars (\$1,000,000)
11. Authorization to execute wire - District Treasurer - Kacey Sheppard
Transfers for bonds and payroll
Related transfers with a maximum
Limit of five million dollars (\$5,000,000)

E. **For Action**

It is hereby recommended that the bonding of the following be approved for the 2013-14 school year:

1. District Treasurer/Business Administrator - (\$1,400,000)
2. District Tax Collector - (\$1,000,000)
3. Central Treasurer - (\$400,000)
4. Employee Blanket Bond - (\$100,000)
5. Superintendent - (\$400,000)
6. Internal Claims Auditor - (\$400,000)

F. **For Action**

It is hereby recommended that the following other items be approved for the 2013-14 school year:

1. Re-adoption of All Policies in Effect During
Previous Year and the Code of Ethics
2. Establish Mileage Reimbursement Rate - IRS Rate
3. **SPECIAL PROJECT AUTHORIZATION**
It is recommended that the Board of Education authorize the Superintendent, or his designated representative, to sign and submit all applications for federal funds as well as any other funds which may be available to the School District.
4. **Participation in Associations** - Oneida-Madison-Herkimer
School Board Institute and the New York State School
Boards Association.
5. NYSSBA Representative - (Nominate Board Member)

Angela Service nominated Joseph Ciccone as the NYSSBA Representative.

A motion was made by Angela Service, seconded by Lisa LoRe to appoint Joseph Ciccone as the NYSSBA Representative.

5 - YES 0 - NO 1 ABSTAIN MOTION PASSED
Joseph Ciccone

6. Oneida-Madison-Herkimer School Bd. Institute Representative -
(Nominate Board Member)

Jack Bono nominated Michael Clements as the OMH School Boards
Institute Representative.

5 - YES 0 - NO 1 ABSTAIN MOTION PASSED
Michael Clements

7. FEDERAL FUNDS
The Board of Education renews its commitment to comply
with Federal regulations as administered through the State
Education Department .
8. Authorization of BOCES as a Legal Bidding Agent for
Frankfort-Schuyler Central School
9. The Herkimer-Fulton-Hamilton-Otsego BOCES approved
substitute teacher list shall be the Frankfort-Schuyler Central
School District substitute teacher list for the 2013-2014 academic
year.
10. The substitute teacher rates for 2013-2014 shall be
\$75.00 per day for certified teachers; \$55.00 per day
for uncertified teachers and \$51.00 per day for teacher's aides
and assistants substitutes, and \$70.00/day for substitute LPNs,
and \$90.00/day for substitute RNs.

REGULAR MEETING

1. Reports/Presentations:

- A. Enrollment Report - Update
- B. 2013-2014 Board of Education Goals
- C. Letter of Thanks
- D. Rachel's Challenge Grant
- E. Special Legislative Grant - BOCES - \$14,500
- F. Recognizing Mr. Snell - Emma VanDerwerken - letter recognizing Mr. Snell
as a great Math teacher who goes above and beyond to help students
- G. Thank you notes to school as an evacuation center during the floods

2. Discretionary Time Period for Residents to address the Board:

(Please state your name and address:)

Renee Trojnar, Piper Lane, Frankfort, NY - addressed the Board regarding the
enrollment numbers, and asked if it would be probable that the Board might add
two elementary teaching positions. Mr. Reina stated that the situation would
be monitored.

Tammy Butera, Acme Road, Frankfort, NY - addressed the Board regarding 3rd
grade and the importance of the enrollment numbers being monitored closely
since 3rd grade is a very crucial year for students with all the state tests.

CONSENT AGENDA: Minutes, Finance (A - E, Personnel, P-1 through P-3 and New Business 1 - 11.

A motion was made by Dominick Bellino, seconded by Joseph Ciccone, to approve the above Consent Agenda.

6 - YES

0 - NO

MOTION PASSED

3. Minutes:
June 11, 2013

4. Finance:
A. Revenue Report
B. Bank Reconciliation
C. Trial Balance
D. Revenue Budget Status
E. Appropriation Status

6. Personnel:

P-1 Approve Schedule E Appointments for 2013-2014:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education approved the following Schedule E appointments For the 2013-2014 School Year:

<u>Position</u>	<u>Name (s)</u>	<u>Stipend</u>
Senior Class Advisor	Kristina Newtown	\$1,403
Junior Class Advisor	Renee Trojnar Mark Spina	\$401.50/ea.
Builder's Club	Carmelina Cooper	\$1,108
Bus Duty	Kim Bernier Lisa Lyne Jeff Adasek	\$2,062 \$2,062 \$2,062
Cafeteria/Bus Monitor	Carmelina Cooper	\$2,062
F.B.L.A. (Middle School)	Renee' Trojnar	\$1,237
F.B.L.A. (High School)	Renee' Trojnar	\$1,237
Jazz Band (Middle School)	Kathy Donaleski	\$1,074
Jazz Band (High School)	Kathy Donaleski	\$1,074
Mock Trial	Joseph Minosh	\$ 575
National Jr. Honor Advisor	Renee' Trojnar	\$ 887
National Jr. Honor Comm.	Kelly Koziol Dan Casale Pam Casale Danielle Haslauer	\$ 137 \$ 137 \$ 137 \$ 137
National Honor Society Advisor - High School	T.B.D.	

National Honor Society	Kristina Newtown	\$ 137
Comm. - High School	Liz Goodale	\$ 137
	Kelsey Finegan	\$ 137
	Sabrina Langdon	\$ 137
Show Choir	Shelley Ceglia	\$1,074
Select Choir	Shelley Ceglia	\$1,074
Yearbook (High School)	Liz Goodale	\$1,318.50
	Carmelina Cooper	\$1,318.50
Student Council (H.S.)	Loreen Hobart	\$ 742.00/ea.
	Kelsey DelMedico	\$ 742.00/ea.
S.Y.S.O.P. (M.S./H.S.)	Paul Girsdansky	\$ 673
Elementary Band	Greg Jerome	\$ 808
Elementary Chorus	Heather Odin	\$ 563
Operetta	Heather Odin	\$ 443
	Donna Barberio	\$ 443
S.Y.S.O.P.	Donna Barberio	\$ 673
Information Systems	Donna Barberio	\$1,348
Support Specialist		
Bus Monitors	Deborah LaVeck	\$2,062
	Susan Humphreys	\$2,062
	Donna Barberio	\$2,062
	Susan Cruze	\$2,062

New Business:

1. CSE/CPSE Annual Reviews:

<u>Meeting Date</u>	<u>Student ID#</u>
06/11/13	580511234
06/12/13	580420225
06/12/13	580511661
06/12/13	580169291
06/12/13	580511724
06/12/13	580511478
06/13/13	580510940
06/14/13	580511524
06/17/13	580216022

2. Birnie Bus Contract:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education extended the current contract with Birnie Bus Service for Home to School Transportation for the 2013-2014 School Year at an estimated total cost of \$1,055,008.

3. Birnie Bus Contract:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education extended the current Contract with Birnie Bus Service for Field Trips and Athletic Transportation for the 2013-2014 School Year at an estimated yearly cost of \$48,742.00.

4. Birnie Bus Contract:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education extended the current Contract with Birnie Bus Service for Summer Transportation for the 2013-2014 School Year at an estimated total cost of \$14,754.00.

5. Established Repair Reserve Fund:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education authorizes the establishment of a Repair Reserve fund, as follows:

Whereas, it is anticipated that the District will have a budget surplus from the result of efficiencies accomplished in the 2012-2013 budget plan, primarily in the areas of utilities, employee benefits, and debt service; and

Whereas the Board of Education is committed to long term financial planning through the use of various reserve funds to manage the impact on future budgets; and

Whereas, Education Law limits the amount of undesignated fund balance to be carried at four percent (4%) of the 2013-2014 budget; therefore

It is recommended that the Board of Education authorize that some of these funds in excess of the four percent (4%) cap be transferred in to the Repair Reserve, or other existing reserve funds if other exposures are identified by the Assistant Superintendent for management Services; and

It is further recommended that the final distribution of surplus funds and reserve fund status be distributed to the Board of Education prior to the Independent Audit for the 2012-2013 Fiscal Year.

6. Equal Opportunity and Non-Discrimination Policy:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education waives the three (3) readings of proposed revised Policy No. 011R. Be it further resolved that the Frankfort-Schuyler Central School District Board of Education adopts Policy No. 011R - Equal Opportunity and Non-Discrimination.

7. Education of Homeless Children:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education waives the three (3) readings of proposed revised Policy No. 7005 - Education of Homeless further resolved that the Frankfort-Schuyler Central School District Board of Education approves Policy No. 7005, Education of Homeless Children.

8. Adoption of Professional Development Plan:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education approved the 2013-2014 Professional Development Plan.

9. 2013-2014 Board of Education Goals:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education adopted the 2013-2014 goals as presented.

10. Approved Creation of Advisor Position for Friends of Rachel:
Be it resolved that the Frankfort-Schuyler Central School District Board of Education approved the creation of an advisor position for the Friends of Rachel Club.

Be it further resolved that the Frankfort-Schuyler Central School District Board of Education establishes an annual stipend of \$1,108 for Rachel's Challenge Advisor.

11. Approve Creation of Advisor Position for - K-Kids:
Be it resolved that the Frankfort-Schuyler Central School District Board of Education approves the creation of an advisor position for K-Kids.

Be it further resolved that the Frankfort-Schuyler Central School District Board of Education establishes an annual stipend of \$1,108 for K-Kids Advisor.

Old Business

Speech class is now an elective course offered.

A motion was made by Angela Service, seconded by Dominick Bellino, at 8:21 p.m. to Convene to Executive Session to discuss specific personnel

A motion was made by Joseph Ciccone, seconded by Angela Service, to Reconvene and Adjourn at 10:00 p.m.

Respectfully Submitted,

District Clerk

July 23, 2013

Regular Board of Education Meeting
Middle-High School Library

Present: Lisa LoRe
Michael Button
Angela Service
Jack Bono
Joseph Ciccone
Michael Clements

Absent: Dominick Bellino

Others Present: Robert Reina, Superintendent of Schools, Joyce Dayton, Elementary School
Principal John Bubb, High School Principal

CALL TO ORDER:

The meeting was called to order by Lisa LoRe, at 6:35 p.m. and the Pledge of Allegiance was recited.

ROLL CALL:

Roll call was taken by Lisa LoRe

6 – Present 1 – Absent – Dominick Bellino

Convene to Executive Session – a motion was made by Angela Service, seconded by Joseph Ciccone, to convene to Executive Session at 6:36 p.m.

6 – YES 0 – NO MOTION PASSED

Reconvene to General Session – a motion was made by Michael Button, seconded by Angela Service, to reconvene to General Session at 7:20 p.m.

6 – YES 0 – NO MOTION PASSED

Good News to Share/Reports/Presentations:

- A. Enrollment Update
- B. 2013 June Regents Exam Results

Discretionary Period for Residents to Address the Board:

Amy Jacobs, 3241 State Route 5, Frankfort, NY – addressed the board regarding the enrollment of 3rd grade, if it were decided weeks after school began, to add another section, the students would be disrupted. She also stated that making a decision late August whether to add a teacher or not, does not give a teacher ample time to prepare lesson plans.

Renee Trojnar, Piper Lane, Frankfort, NY – addressed the Board asking about the possibility of sharing the Teacher's Assistant with the Middle School, perhaps utilizing the T.A. at the end of the day.

Tammy Butera, 4176 Acme Road, Frankfort, questioned the board as to how the teacher's assistant would be utilized. Lisa LoRe stated that the teacher's assistant would go into the classes during the core subjects.

Jamie Teachout, 206 6th Ave., Frankfort, NY – stated that the 3rd grade teachers have to find their way through teaching the Core Curriculum, and with everything else going on, how can any teacher make sure kids are not falling through the cracks.

A motion was made by Michael Button, seconded by Michael Clements, to approve the following CONSENT AGENDA: Minutes, Finance, Personnel P-1 – P-8.

6 - YES

0 - NO

MOTION PASSED

Minutes:

July 9, 2013

Finance:

A. Extraclassroom Activities Fund Report

Personnel:

P-1 Appointed Forty Four (44) Week Typist:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education appoints Denise C. Williams as a forty-four (44) week Typist, effective August 19, 2013. The salary shall be \$20,642 (pro-rated) as stipulated in the current C.S.E.A. contract. This is a six month probationary appointment, from August 19, 2013 – February 19, 2014, and is contingent upon clearance from the New York State Department of Education (fingerprinting).

P-2 Approved Terms and Conditions of Proposed Bargaining Agreement with C.S.E.A.:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education approves the terms and conditions of the proposed bargaining agreement with C.S.E.A., Local 100, extending from July 1, 2013 – June 30, 2016.

P-3 Approved Schedule E Appointments:

Friends of Rachel (Co-advisors)	Shelley Ceglia Andrea Cordero	\$554 \$554
K-Kids Club (Co-advisors)	Heather Scialdo Jill DeLuke Kathy Long Theresa Carinci	\$277 \$277 \$277 \$277
Key Club Advisor	Michelle Cleveland	\$1,108

P-4 Appointed Coaches for Fall 2013 Sports Season:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education approves the following recommendations for the appointment of the individuals listed below as coaches for the Fall 2013 Sports Season:

Jeff LaGase	Football Head Varsity	\$4,081
Ron Gatto	Football Assistant Varsity	\$2,925
David Guzski	Football Assistant JV Head	\$2,514
John Spina	Football Ass't. Modified Head	\$2,347
Patrick Fraccola	Football Ass't. Modified	\$2,218
Anthony Reina	Boys Varsity Soccer	\$3,955
Joseph Bono	Boys Modified Soccer	\$2,307
Kim Maneen	Girls Varsity Soccer	\$3,955
Christina Bono Girls	Modified Soccer	\$2,310
Tracie PasqualeFall	Cheerleading Advisor	\$ 997.50

P-5 Appointed Non-paid Volunteer Assistant Coaches:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education appoints the following as non-paid (volunteers) assistant coaches for the 2013 Fall Sports Season:

Andrew Barberio	Football Program
Ron Gatto Jr.	Football Program

P-6 Appointed Coaches for Winter 2013-2014 Sports Season:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education approves the following recommendations for the appointment of the individuals listed below as coaches for the Winter 2013-2014 Sports Season:

Michael Rozonkiewicz	Boys Varsity Basketball	\$4,081
Ron Gatto	Boys JV Basketball	\$2,554
Jeff Adasek	Girls Varsity Basketball	\$3,873
Anthony Reina	Girls JV Basketball	\$2,310
Cathy Hysack	Varsity Volleyball	\$3,833
Christina Bono	JV Volleyball	\$2,310

P-7 Appointed Coaches for Spring 2014 Sports Season:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education approves the following recommendations for the appointment of the individuals listed below as coaches for the Spring 2014 Sports Season:

Mark Spina	Baseball Head Varsity	\$3,051
Kelsey DelMedico	Softball Head Varsity	\$2,679

P-8 Approved Teacher's Assistant Position:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education approves the creation of a Teacher Assistant position, effective September 1, 2013.

New Business:

Next Board of Education Meeting will be August 13, 2013.

Old Business:

A motion was made at 8:19 p.m. by Joseph Ciccone, seconded by Angela Service, to **Convene to Executive Session** to discuss negotiations with the C.S.E.A. and Specific Personnel.

6 – YES

0 – NO

MOTION PASSED

A motion was made by Joseph Ciccone, seconded by Angela Service, **to Reconvene to General Session** at 8:55 p.m.

6 – YES

0 – NO

MOTION PASSED

Adjourn: A motion was made by Angela Service, seconded by Michael Clements, to adjourn at 8:56 p.m.

6 – YES

0 – NO

MOTION PASSED

Respectfully Submitted,

District Clerk