



## Minutes of the Medina Central School District

### Board of Education Regular Meeting

March 7, 2017

A Regular meeting of the Board of Education of the Medina Central School District of the towns of Ridgeway, Shelby, Barre and Albion, Orleans County, Hartland, Niagara County and Alabama, Genesee County, New York was held on Tuesday, March 7, 2017 at 6:31 p.m. in the District Office in said district. The Board meeting was called to order by Board President, Wendi Pencille with the Pledge of Allegiance.

**Members Present:** Mrs. Ann Bunch  
Mrs. Lori Draper  
Mr. Christopher Keller  
Mr. William Keppler  
Mr. Brian Koch  
Mrs. Brenda Lindsay  
Mrs. Renee Paser-Paull  
Mrs. Wendi Pencille  
Mr. David Sevenski

**Also Present:** Mr. Mark B. Kruzynski, Superintendent

#### **ADDITIONS/DELETIONS TO THE AGENDA**

There was one addition to the agenda:

Appointment – Marc Graff, Director of Finance and Human Resources

#### **TONIGHT'S AGENDA APPROVAL**

On a motion by Brian Koch, seconded by Christopher Keller and unanimously carried, the Board approved the agenda. Yes-5, No-0; Absent-4 Motion carried.

#### **REPORTS**

Superintendent's Report - Mr. Kruzynski reported on the following:

- Just returned from the NYSCOSS (NYS Council of School Superintendents) Winter Conference and met with the Commissioner of Education and the Lieutenant Governor – not funding Foundation Aid as the law states – we're going to receive the same increase as last year
- The Commissioner spoke about the feedback on over testing and that she is moving towards cutting back

Board President's Report – Wendi Pencille stated:

- She attended the All-County Music Festival and it was a wonderful program
- Asked about the possibility of the Buffalo Philharmonic working with the music department
- The Lions Club told her to tell staff to contact them with any student issues or needs at the school - the nurses are working on a confidentiality process for the students who need the color-blind glasses

#### **PUBLIC FORUM**

There were no comments made during the Public Forum

## **CONSENT AGENDA**

Brian Koch moved, seconded by Renee Paser-Paull to approve the Consent Agenda. Yes-9, No-0; Absent-0 Motion carried

## **EDUCATIONAL ITEMS**

### **Special Education - CSE/CPSE Recommendations**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Superintendent, approve the recommendations of the CSE from its meetings of 1/30/17 through 3/1/17, and the recommendations of the CPSE from its meeting on 2/14/17, as presented. Yes-9, No-0; Absent-0 Motion carried.

### **Create Community Club at Wise**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Superintendent, approve the creation of a Community Club at Clifford Wise Intermediate/Middle School for the 2016-17 school year and appoint Jessica Catalano-McCloskey as advisor at 2% of Step 1 of the current MTA Contract as presented. Yes-9, No-0; Absent-0 Motion carried.

## **PERSONNEL ITEMS**

### **Resignation – Megan Davenport, Substitute Cleaner**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Superintendent, accept the resignation from Megan Davenport, Substitute Cleaner, effective January 27, 2017. Yes-9, No-0; Absent-0 Motion carried.

### **Appointment – Megan Bible, Elementary Teacher (Grade 1) LTS**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Superintendent, appoint Meghan Bible, Elementary Teacher LTS for Allison Woodburn, at a rate of 1/200<sup>th</sup> of a Step 1 teacher salary with no additional benefits, effective approximately March 7, 2017 through the remainder of the 2016-17 school year. Yes-9, No-0; Absent-0 Motion carried.

### **Additions to the Substitute Teaching List**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Superintendent, approve the appointments on the Substitute List for teaching, as presented. A copy is included in the permanent minutes. Yes-9, No-0; Absent-0 Motion carried.

### **Destination Imagination Coaches**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Superintendent, approve the revised salary for the Destination Imagination Coaches of \$1,107.50 per grade level, as presented for: Marguerite and Jon Sherman-9th grade; Nicole Goyette-10th and 12th grade; and Lois Donovan-11th grade. Yes-9, No-0; Absent-0 Motion carried.

### **Summer School Teacher Appointments**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Superintendent, approve the following to serve as classroom teachers for the 2017 summer school program: Amy Aquino, Melissa Valley, and Olivia Zambito; each to receive \$37.50/hour for a total of 100 hours for the 4 week program not to exceed \$3750) with funds from the SIG-A Grant, as presented. Yes-9, No-0; Absent-0 Motion carried.

### **Coach Resignation – Melissa Valley, Varsity Track**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Superintendent, accept the Varsity Track Coach resignation from Melissa Valley. Yes-9, No-0; Absent-0 Motion carried.

### **Coaching Appointments - Paid**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Superintendent, approve the coaching appointments for the 2017 spring sports season as follows:

Don Baker	Varsity Baseball
Adam Hellwig	JV Baseball and Unified Basketball
Lucas Evans	JV Softball
Mollie Mark	Head Girls Track & Field
Melissa Valley	Modified Track
Heather Schrader	Modified Track
Eric Valley	Unified Basketball

Yes-9, No-0; Absent-0 Motion carried.

### **Coaching Appointments - Volunteer**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Superintendent, approve the volunteer coaching appointments for the 2017 spring sports season as follows:

Richard Albone	Lacrosse
Adam Cotter	Lacrosse
Aaron Feltz	Lacrosse
Justin Stilwell	Lacrosse
Tom Robinson	Baseball
Jon Sherman	Baseball
Brian Fry	Baseball
Justin Morgan	Baseball
Chris Goyette	Baseball
Gary Scholes	Softball
Mark Kruzynski	Softball

Yes-9, No-0; Absent-0 Motion carried.

### **Appointment – Marc Graff, Director of Finance and Human Resources**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Superintendent, appoint Marc P. Graff to the tenure area of Director of Finance and Human Resources, effective April 10, 2017 with a probationary period of April 10, 2017 through April 9, 2021 with working terms and conditions as established in the Employment Agreement between the Medina Central School District and Marc P. Graff, as presented. Yes-9, No-0; Absent-0 Motion carried.

## **BUSINESS AND FINANCIAL ITEMS**

### **Intermunicipal Cooperation Agreements with Lyndonville CSD**

#### **Medina's Varsity Girls Soccer**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Superintendent, hereby approves the Intermunicipal Cooperation Agreement between and among the Participants of the Medina Central School District and Lyndonville Central School District which shall allow students from Lyndonville CSD to participate in the Medina CSD Varsity Girls Soccer program for the 2017-18 school year, as presented. Yes-9, No-0; Absent-0 Motion carried.

#### **Medina's Varsity Boys Soccer**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Superintendent, hereby approves the Intermunicipal Cooperation Agreement between and among the Participants of the Medina Central School District and Lyndonville Central School District which shall allow students from Lyndonville CSD to participate in the Medina CSD Varsity Boys Soccer program for the 2017-18 and 2018-19 school years, as presented. Yes-9, No-0; Absent-0 Motion carried.

### **Establishing a Policy Setting Minimum Standards for County Participation in Litigation Involving Challenges to Real Property Assessments**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Superintendent, accepts Orleans County's Resolution #314-915 which establishes minimum standards for county participation in litigation involving challenges to real property assessments (Article 7), as presented. A copy is included in the permanent minutes. Yes-9, No-0; Absent-0 Motion carried.

**Award E-rate Cabling Funding Project Bid**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Superintendent, award the E-rate cabling project to Tele Data Com, Inc for the installation of wiring at Oak Orchard Elementary School at a pre-discount cost of \$42,959.00, as presented. Yes-9, No-0; Absent-0 Motion carried.

**Establish a \$210 Petty Cash Fund for the 6 Cafeteria Drawers**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Superintendent, establish a \$210 Petty Cash Fund for the 6 cafeteria cashier drawers (\$35/each) and designate the Cafeteria Manager to be responsible for same. Yes-9, No-0; Absent-0 Motion carried.

**Financial Reports**

**Treasurer's Report – December 2016**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Superintendent, receive the Treasurer's Report for December 2016, as presented. Yes-8, No-0; Absent-1 Motion carried.

**Revenue Report – December 2016**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Superintendent, receive the Revenue Report for December 2016, as presented. Yes-8, No-0; Absent-1 Motion carried.

**Appropriation Status Report – December 2016**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Superintendent, receive the Appropriation Status Report for December 2016, as presented. Yes-8, No-0; Absent-1 Motion carried.

**Budget Transfer Report – December 2016**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Superintendent, approve the Budget Transfer Status Report for December 2016, as presented. Yes-8, No-0; Absent-1 Motion carried.

**Warrant Report – January 2017**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Claims Auditor, accept the Warrant Report for January 2017, as follows:

General Fund "A"	January 6, 2017	\$ 475,432.19
	January 20, 2017	544,795.89
Federal Fund "F"	January 6, 2017	475.20
	January 20, 2017	2,427.40
School Lunch Fund "C"	January 6, 2017	52,686.49
Scholarship Fund "TE"	January 6, 2017	1,250.00
	January 20, 2017	768.66

Yes-9, No-0; Absent-0 Motion carried.

**Legal Notice 2017**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Superintendent, approve the legal notice for the 2017 Annual Meeting, Budget Vote, and Board of Education election, as follows:

### **Legal Notice**

Notice is hereby given that the Annual Meeting and Public Hearing of the Inhabitants of Medina Central School District of the towns of Ridgeway, Shelby, Barre and Albion, Orleans County, Hartland, Niagara County, and Alabama, Genesee County, New York, qualified to vote at school meetings in said district, will be held in the District Office Board Room located at One Mustang Drive, Medina, NY 14103 in said district on Tuesday, May 9, 2017, at 6:30 P.M. eastern daylight savings time, for the transaction of such business as is authorized by the Education Law.

And notice is also given that election of members of the Board of Education, voting upon the appropriation of necessary funds to meet necessary expenditures for the school year from July 1, 2017 through June 30, 2018, and the levy of the tax necessary to meet these expenditures, and that voting upon the following propositions shall take place in the District Office Board Room located at One Mustang Drive, Medina, NY 14103 in said district on Tuesday, May 16, 2017, between the hours of 12:00 Noon, eastern daylight savings time, and 8:00 P.M. eastern daylight savings time, and as much longer as may be necessary for the voters then present to cast their ballots:

#### **PROPOSITION NO. 1**

##### **Budget**

Shall the Board of Education of Medina Central School District of the towns of Ridgeway, Shelby, Barre and Albion, Orleans County, Hartland, Niagara County, and Alabama, Genesee County, New York, be authorized to make the expenditures of the monies set forth in the proposed budget submitted to the Annual Meeting on May 9, 2017, and levy the necessary tax therefor?

Section 2. The District Clerk is hereby authorized and directed to include within the notice of said annual meeting required to be published and posted by the District, a statement to the effect that the propositions set forth in Section 1 of the resolution will be voted upon at such annual meeting, which notice shall contain the full text of each such proposition.

And notice is also given that a copy of the statement of the amount of money which will be required for the ensuing year for school purposes, including public monies, may be obtained by any taxpayer in the district during the fourteen (14) days immediately preceding the Annual Meeting, except Saturday, Sunday, or holiday, at each of the following school houses in which school is maintained during the hours designated:

Medina High School - 9:00 a.m. to 4:00 p.m.

Clifford H. Wise Intermediate/Middle School - 9:00 a.m. to 4:00 p.m.

Oak Orchard Elementary School - 9:00 a.m. to 4:00 p.m.

Board of Education Office - 9:00 a.m. to 4:00 p.m.

ALSO TAKE NOTICE, that pursuant to Section 2018 of the Education Law, petitions for nominating candidates for the office of member of the Board of Education must be filed with the Clerk in the District Office of the Medina Central School District, One Mustang Drive, Medina, New York between the hours of 8 o'clock a.m. and 4 o'clock p.m., Prevailing Time, during any business day beginning February 17, 2017, but not later than 5 o'clock p.m. on April 17, 2017. The following vacancies are to be filled on the Board of Education as follows: three (3) seats for terms of three years each.

The Names of the Last Incumbents are as follows:

Mr. Christopher Keller – expires June 30, 2017

Mr. William Keppler – expires June 30, 2017

Mr. David Sevenski – expires June 30, 2017

Each petition must be directed to the Clerk of the District, must be signed by at least 25 qualified voters of the district and must state the name and residence of the candidate.

NOTICE IS FURTHER GIVEN that applications for absentee ballots may be applied for at the District Office, One Mustang Drive, Medina, New York. If the ballot is to be mailed to the voter, the completed application must be received by the Clerk of the District at least seven days before the day of the vote. If the ballot is to be issued personally to the voter, the completed application must be received by the District Clerk at least one day before the day of the vote. No absentee ballot shall be canvassed, unless it shall have been received in the office of the District Clerk no later than 5 o'clock p.m. (Prevailing Time) on the day of the election.

Dated: March 7, 2017

BOARD OF EDUCATION  
MEDINA CENTRAL SCHOOL DISTRICT  
Janice Jovanelly  
District Clerk

Publish: March 31, 2017  
April 20, 2017  
April 26, 2017  
May 4, 2017

Yes-9, No-0; Absent-0 Motion carried.

## **BOARD ITEMS**

### **Additional Budget Transfers**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education approve the additional Budget Transfer requests for the Superintendent's signature per Board policy as follows:

1. \$47,120 – Tuition costs for students placed out of district
2. \$92,000 – Additional contract transportation
3. \$113,500 – Adjust budget to projections

Yes-9, No-0; Absent-0 Motion carried.

### **Extraclassroom Audit**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education, upon recommendation of the Audit Committee, approve the audit of the district's Extraclassroom Activity Funds from the 2015-2016 school year, as presented by the firm of Raymond F. Wager, CPA. A copy is included in the permanent minutes. Yes-9, No-0; Absent-0 Motion carried.

### **Approve Board Minutes**

Brian Koch moved, seconded by Renee Paser-Paull that the Board of Education approve the minutes from the Regular Meeting on 2/7/17, and the Work Session Meeting on 2/28/17. Yes-9, No-0; Absent-0 Motion carried.

## **END OF CONSENT AGENDA**

### **PUBLIC FORUM**

There were no comments made during the Public Forum

### **ADJOURNMENT**

Christopher Kellerl moved, seconded by Brian Koch that the Board adjourn the meeting at 6:41 P.M. Yes-9, No-0; Absent-0 Motion carried.

Respectfully submitted,

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Janice Jovanelly, District Clerk