RE-ORGANIZATION MEETING – BOARD OF EDUCATION
JR./SR. HIGH SCHOOL CAFETERIA
JULY 1, 2013

MEMBERS PRESENT:	Mr. Michael Breeden, Mr. Michael Byrnes, Mr. Colin Campbell, Mrs. Barbara Henry, Mrs. Patricia Krouse, Mr. Paul Shephard
ABSENT:	Mr. Scott Henderson
OFFICIALS PRESENT:	Mrs. Sandra Anzalone, Superintendent; Mr. Thomas Murphy, Director of Finance; Mrs. Barbara Thomasulo, District Clerk
ALSO PRESENT:	Ms. Marisa Fallacaro, Athletic Director; Mr. Marc Graff, Jr./Sr. High Principal; Mrs. Shawn Johnson, Director of Pupil Personnel, Mrs. Lucinda Karstedt, Director of Information Technology; Miss Patricia Menkiena, Jr./Sr. HS Principal

Called to Order

At 7:00 p.m. Mrs. Thomasulo called the meeting to order.

Oaths of Office

Mrs. Thomasulo administered the Oath of Office to Mrs. Krouse and Mr. Shephard, who were elected to the Board of Education.

Nominations & Vote for President

Mrs. Thomasulo asked for nominations for President of the Board of Education. Mr. Campbell nominated Michael Byrnes for President. There were no other nominations. Mr. Byrnes was elected President of the Board of Education.

Nominations & Vote for V. President

Mrs. Thomasulo asked for nominations for Vice-President of the Board of Education. Mr. Campbell nominated Michael Breeden for Vice President. There were no other nominations. Mr. Breeden was elected Vice-President of the Board of Education.

Mr. Byrnes presided

Mrs. Thomasulo turned the meeting over to Mr. Byrnes.

Pledge of Allegiance

Mr. Byrnes asked those present to join in the Pledge of Allegiance.

Oath of Office for President

Mrs. Thomasulo administered the Oath of Office to Mr. Byrnes, who was elected President.

Oath of Office for V. President

Mrs. Thomasulo administered the Oath of Office to Mr. Breeden, who was elected Vice-President.

Oath of Office for District Clerk

Mr. Byrnes administered the Oath of Office to Mrs. Thomasulo, District Clerk of the Board.

Approved consensus Items

Mrs. Henry made a motion, seconded by Mr. Campbell to approve the following consensus items:

Appointments

Appointed B. Thomasulo, district clerk

that **Barbara Thomasulo** be appointed **District Clerk of the Board** for the 2013-2014 school year.

Appointed tax collectors

that upon the recommendation of the Superintendent, **Mary Jo Hultquist** be appointed **Tax Collector** in the towns of Eden, Concord, North Collins and Boston and **Jonica DiMartino** be appointed **Tax Collector** in the Town of Evans.

Appointed M. Lobosco, treasurer

that upon the recommendation of the Superintendent **Mary Lobosco** be appointed **School District Treasurer** for the 2013-2014 school year.

Appointed co-central treasurers

that upon the recommendation of the Superintendent, **Mary Lobosco** and **Jennifer Soule** be appointed as Co-Central Treasurers for the Extraclassroom Activity Account for the 2013-2014 school year.

Appointed purchasing agent

that upon the recommendation of the Superintendent, the **Director of Finance** be appointed as **Purchasing Agent** for the 2013-2014 school year and that the Superintendent be authorized to function as Purchasing Agent in the absence of the Director of Finance.

Appointed committee on Special Education

that upon the recommendation of the Superintendent, the following persons be appointed as members of the Committee on Special Education for the Eden District for the 2013-2014 school year:

Shawn Johnson	Chairperson
Joseph Weis	Alternate Chairperson/School Psychologist
Jennifer Carriero	Alternate Chairperson/School Psychologist
TBA	School Physician
Kevin Wiles	Parent Member
Daniel Schunk	Parent Member
Carol Jok	Parent Member
Keri Reisch	Parent Member

All Eden Central School District Regular Education and Special Education Teachers, Guidance Counselors, School Counselors and Speech/Language Therapists.

<u>Sub-Committee on Special Education</u>:

Jennifer Carriero	Alternate Chairperson
Joseph Weis	Alternate Chairperson

All Eden Central School District Regular Education and Special Education Teachers, Guidance Counselors, School Counselors and Speech/Language Therapists.

that upon the recommendation of the Superintendent, the following persons be appointed to serve on the Committee on Preschool Special Education for the 2013-2014 school year:

Shawn Johnson	Chairperson
Dana Fazzolari	Alternate Chairperson
Keri Reisch	Parent Member
Kevin Wiles	Parent Member
Daniel Schunk	Parent Member

A representative of Erie County
All Eden Central School District Pre-K-12 Regular Education and Special Education Teachers, School Counselors, and Speech/Language Therapists.

Appointed Committee on Pre-School Special Education

that upon the recommendation of the Superintendent, **Keri Reisch** be appointed as **Surrogate Parent**.

Appointed K. Reisch, surrogate parent

that upon the recommendation of the Superintendent, the firm of **Harter Secrest** be appointed School Board Attorneys for the 2013-2014 school year.

Appointed Harter Secrest

that upon the recommendation of the Superintendent, the firm of **Harris Beach** be appointed School Board Attorneys for Special Education for the 2013-2014 school year.

Appointed Harris Beach

that upon the recommendation of the Superintendent, **Shawn Johnson** be appointed as the **Medicaid Compliance Officer** for the 2013-2014 school year.

Appointed S. Johnson, medicaid compliance officer

that upon the recommendation of the Superintendent, **DianaRae Walker** be appointed as **Claims Auditor** for the 2013-2014 school year.

Appointed D. Walker, claims auditor

that upon the recommendation of the Superintendent, the rotational list of Impartial Hearing Officers as published by the New York State Board of Education for Erie County with any changes made by the New York State Department of Education during the period July 1, 2013 through June 30, 2014, be approved as it appears on their website. Being listed on the New York State Education Department list confirms necessary and required qualifications.

Appointed impartial hearing officers

that upon the recommendation of the Superintendent, **Patricia Menkiena** be appointed as Attendance Officer.

Appointed P. Menkiena, attendance officer

Appointed T. Murphy, records manager	that upon the recommendation of the Superintendent, **Thomas Murphy** be appointed as Records Access/Management Officer for the 2013-2014 school year.
Appointed D. Martin, asbestos ed. agency	that upon the recommendation of the Superintendent, **David Martin** be appointed as the Asbestos Hazard Emergency Response Act Local Educational Agency for the 2013-2014 school year.
Appointed P. Menkiena, title 9 coordinator	that upon the recommendation of the Superintendent, **Patricia Menkiena** be appointed as Title IX Coordinator for the 2013-2014 school year.
Appointed P. Menkiena, P.E./Health coordinator	that upon the recommendation of the Superintendent, **Patricia Menkiena** be appointed as the K-12 PE/Health Coordinator for the 2013-2014 school year.
Appointed S. Johnson, liaison for homeless	that upon the recommendation of the Superintendent, **Shawn Johnson** be appointed as the Liaison for Homeless Children and Youth for the 2013-2014 school year.
Appointed E. Cooper, chemical hygiene officer	that upon the recommendation of the Superintendent, **Eric Cooper** be appointed as Chemical Hygiene Officer for the 2013-2014 school year.

Designations

Authorized petty cash accounts	that upon the recommendation of the Superintendent, the following petty cash accounts be authorized and approved: Superintendent's Office $100.00 Jr./Sr. High School Office $100.00 Elementary School Office $100.00 GLP Primary School Office $100.00
Designated newspapers	that upon the recommendation of the Superintendent, **The SUN** and the **Springville Journal** be designated as the official newspapers for the District.
Designated depositories	that upon the recommendation of the Superintendent, all depositories as listed in the District's investment policy be designated as depositories for the 2013-2014 school year.

that upon the recommendation of the Superintendent, the signatures both manual and/or reproduced by machine, of **Mary Lobosco, Treasurer**, and **Thomas Murphy, Director of Finance**, be designated as official signatures for the disbursement of district funds.

Designated signatures

that upon the recommendation of the Superintendent, the Regular Monthly Meetings generally be held on the _____________ at 7:00 p.m. in the Jr./Sr. High School __________ except as noted.

Designated board meeting nights

that upon the recommendation of the Superintendent, the **Purchasing Agent** shall purchase, procure, store and distribute supplies and equipment for which appropriations have been made with due regard to existing law, economy, efficiency and the needs and desires of department personnel and authorize the Purchasing Agent to execute in the name of the Board of Education any and all documents, contracts, orders, or other instruments necessary to carry out the intent of this resolution.

Designated purchasing agent

that upon the recommendation of the Superintendent, the **Director of Finance**, or his/her designee, be authorized to certify payrolls.

Authorized DF to certify payrolls

that upon the recommendation of the Superintendent, **Patricia Menkiena** be appointed as **Educational Officer** designated to receive court notification regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings effective July 1, 2013.

Appointed P. Menkiena, educational officer

that upon the recommendation of the Superintendent, **David Martin**, who is permanently appointed as the Superintendent of Buildings and Grounds, be appointed as the **School Pesticide Representative** effective July 1, 2013.

Appointed D. Martin, school pesticide representative

that upon the recommendation of the Superintendent, **Shawn Johnson** be appointed as the **Reviewing and Verification Official** for participation in the federal Child Nutrition Program effective July 1, 2013.

Appointed S. Johnson, reviewing & verification official

that upon the recommendation of the Superintendent, **Thomas Murphy** be appointed as the Hearing Official for participation in the federal Child Nutrition Program effective July 1, 2013.

Appointed T. Murphy, Hearing Official

that upon the recommendation of the Superintendent, the following be appointed as building coordinators for the Dignity for All Students Act: **Pat Menkiena**, Jr./Sr. High School and District, **Marc Graff**, Eden Elementary School and **Loran Carter**, GLP Primary School.

Appointed DASA bldg. coordinators

Authorizations

Authorized field trip requests	that the Superintendent or his/her Designee be authorized to approve non-overnight field trip requests.
Authorized budget transfers under $10,000	that the Superintendent or his/her designee be authorized to approve budget transfers $10,000 and under and records of all such transfers are to be reported to the Board of Education on a monthly basis. Budget transfers in excess of $10,000 require prior Board of Education approval.
Authorized Supt to apply for grants in aid	that the Superintendent be authorized to apply for Grants in State Aid (State and Federal) as appropriate.
Authorized conference attendance approval	that the Superintendent be authorized to approve conference attendance for all employees.
Adopted revenue anticipation note	that upon the recommendation of the Superintendent, the resolution delegating to the Board President the authority to issue and sell Revenue Anticipation Notes (RANS) be approved as presented.
Adopted tax Anticipation note	that upon the recommendation of the Superintendent, the resolution delegating to the Board President the authority to issue and sell Tax Anticipation Notes (RANS) be approved as presented.
Adopted bond anticipation note	that upon the recommendation of the Superintendent, the resolution delegating to the Board President the authority to issue and sell Bond Anticipation Notes (RANS) be approved as presented.
Approved mileage rate	that upon the recommendation of the Superintendent, the mileage rate for the 2013-2014 school year will be the current IRS rate per mile for use of personal vehicle for school business purposes.

Bonding

Bonded treasurer	that upon the recommendation of the Superintendent, **Mary Lobosco**, District Treasurer, be bonded for $50,000
Bonded tax collectors	that upon the recommendation of the Superintendent, **Mary Jo Hultquist** and **Jonica DiMartino**, District Tax Collectors, be bonded for $50,000 each.

that upon the recommendation of the Superintendent, **Thomas Murphy**, Director of Finance, **Sandra Anzalone**, Superintendent, **Mary Lobosco and Jennifer Soule**, Co-Central Treasurers for the Extraclassroom Activity Account, **Barbara Thomasulo**, District Clerk, **Jennifer Soule**, Assistant District Clerk and **DianaRae Walker**, Claims Auditor, be bonded under the blanket bond of the District. **Bonded personnel**

Misc. items

that upon the recommendation of the Superintendent, all policies and Code of Ethics in effect in the 2012- 2013 school year be in effect for the 2013-2014 school year. **Readopted policies**

*Item **IV. B. 5. Time & Date of Regular Meetings**, was not pulled from consensus items, however, it was discussed during regular session and subsequently voted on.* **NOTE**

All consensus items carried unanimously.

The Board moved to the regular meeting. **Moved to regular meeting**

Mrs. Henry asked if anyone wished to remove any items from the Consensus Items. There were no requests. **Request to withdraw from consensus**

Mrs. Henry made a motion, seconded by Mr. Campbell that the following consensus items be approved as listed in the Administrative Memorandum (A- E): **Approved consensus items**

the CSE & CPSE recommendations be approved as presented. **CSE/CPSE recom.**

that upon the recommendation of the Superintendent, the following personnel are appointed as substitutes, provided that these appointments will not be effective and service to the District pursuant thereto shall not begin until there has been compliance with statutory and regulatory provisions for fingerprinting/certification and clearance for employment: **Appointed substitutes**

Name	Area	Effective Date	Certification
Melissa Cataldo	PK-6	September 4, 2013	None
Dottie Bauer	Clerk Typist	July 8, 2013	None

that upon the recommendation of the Superintendent, the following personnel be appointed to Supplemental Activities positions as coaches and advisors for the 2013-2014 school year as presented:
See attached list. **Approved supplemental activities advisors & coaches**

Approved supplemental activities department heads

that upon the recommendation of the Superintendent, the following personnel be appointed to Supplemental Activities positions as department heads for the 2013-2014 school year as presented:
See attached list.

Approved policies

that upon the recommendation of the Superintendent, the following policies be approved:

#1730 Executive Session
#7640 Student Individualized Education Program

Consensus items A-E carried unanimously.

Accepted resignation – B. Dunwoodie, café monitor

Mrs. Henry made a motion, seconded by Mr. Campbell that upon the recommendation of the Superintendent, the resignation of Elementary Cafeteria Monitor, **Betty Dunwoodie** be accepted effective June 20, 2013. The Board of Education and Administration wish to thank Mrs. Dunwoodie for her two years of service to Eden Central School. Carried unanimously.

Appointed M. Saramak, technology teacher

Mrs. Henry made a motion, seconded by Mr. Campbell that upon the recommendation of the Superintendent, Matthew Saramak, who is initially certified in Technology Education be appointed on probation as a Technology Teacher effective September 1, 2013 and ending August 31, 2016. Salary is based upon **ETA Contract, Step 1**. Carried unanimously.

Appointed occupational therapist

Mrs. Henry made a motion, seconded by Mr. Campbell that upon the recommendation of the Superintendent, **John Robbins**, who is a certified Occupational Therapist be appointed on probation as an Occupational Therapist effective July 2, 2013 and ending January 1, 2014. Salary is based upon **CSEA Contract, Level XIV, Step 1**. Carried unanimously.

Appointed voting delegates

Mrs. Henry made a motion, seconded by Mr. Campbell that Paul Shephard be appointed as **voting delegate** to the annual business meeting of NYSSBA and that Barbara Henry be appointed as alternate. Discussion ensued. Carried unanimously.

Established board sub committees

Mrs. Henry made a motion, seconded by Mr. Campbell that the following subcommittees of the Board of Education be established for the 2013-2014 school year:
Personnel, Curriculum, Policy, Technology, Facilities, Negotiations, Audit, District Shared Decision Making Team. Discussion ensued. No vote was taken.

Appointed summer bus cleaners

Mrs. Henry made a motion, seconded by Mr. Campbell that upon the recommendation of the Superintendent, the following personnel be appointed as Summer Bus Cleaners effective July 2, 2013 through August 31, 2013 or until 98.5 hours have been reached:

Juliann Blencowe
Dale Blanar.

Discussion ensued. Carried unanimously.

Approved athletic trainer services

Mrs. Henry made a motion, seconded by Mr. Campbell that upon the recommendation of the Superintendent, Athletic Trainer Services for the 2013-2014 school year be awarded to AthletiCare in the amount of $21,600.00. Discussion ensued. Carried unanimously.

Approved food service contract extension

Mrs. Henry made a motion, seconded by Mr. Campbell that upon the recommendation of the Superintendent, the food service contract with Personal Touch be extended through June 30, 2014. Discussion ensued. Carried unanimously.

Adjusted dates for summer transportation personnel

Mrs. Henry made a motion, seconded by Mr. Campbell that upon the recommendation of the Superintendent, summer bus driver and attendant start and end dates be adjusted as follows

Name	Effective
1. **Marg Skura**	July 3, 2013 through August 16, 2013
2. **Mary Tarasiewicz**	July 3, 2013 through August 16, 2013
3. **Vincent Vacco**	July 1, 2013 through August 16, 2013
4. **Kathy Keller**	July 1, 2013 through August 14, 2013
5. **Janette Bonczar**	July 1, 2013 through August 16, 2013
6. **Ellen Pulinski**	July 1, 2013 through August 16, 2013.

Carried unanimously.

Approved technology plan

Mrs. Henry made a motion, seconded by Mr. Campbell that upon the recommendation of the Superintendent, the three-year Technology Plan be approved as presented. Carried unanimously.

Approved excessing of books

Mrs. Henry made a motion, seconded by Mr. Campbell that upon the recommendation of the Superintendent, the attached list of Special Education books be deemed excess and disposed of as the District deems necessary. Carried unanimously.

Approved MOA with P. Menkiena

Mrs. Henry made a motion, seconded by Mr. Campbell that upon the recommendation of the Superintendent, the Memorandum of Agreement with Patricia Menkiena allowing her to work 15 days in advance of September 4, 2013 be approved as presented. Discussion ensued. Carried unanimously.

Approved school lunch price increase

Mrs. Henry made a motion, seconded by Mr. Campbell that upon the recommendation of the Superintendent, the school lunch prices increase by .05 at the Eden Jr./Sr. High School and by .10 at the GLP and Eden Elementary School effective September 4, 2013. Discussion ensued. Carried unanimously.

Approved MOA with ETA

Mrs. Henry made a motion, seconded by Mr. Campbell that upon the recommendation of the Superintendent, the 105H Memorandum of Agreement between the excessed teachers and the District be approved as presented. Discussion ensued. Carried unanimously.

Approved MOA with CSEA

Mrs. Henry made a motion, seconded by Mr. Campbell that upon the recommendation of the Superintendent, the 105H Memorandum of Agreement between the support staff and the District be approved as presented. Carried unanimously.

Revisit item

Mrs. Anzalone asked to go back to the motion regarding time and days of regular meetings. Mr. Colin stated it would have to be pulled out of Consensus items.

Motion to approve time/day of meetings

Mrs. Henry made a motion that upon the recommendation of the Superintendent, the Regular Monthly Meetings generally be held on the ____ ___**day of each month** at 7:00 p.m. in the Jr./Sr. High School ______ except as noted. There was no second. Discussion ensued. No vote was taken.

Approved time/day of meetings

Mrs. Henry made a motion, seconded by Mr. Campbell that upon the recommendation of the Superintendent, the Regular Monthly Meetings generally be held on the third Wednesday of each month at 7:00 p.m. in the Jr./Sr. High School Cafeteria except as noted. Discussion ensued. Carried unanimously.

Comments

Mr. Byrnes asked for comments from the public. There were no comments.

From administration and staff

- Miss Menkiena presented a summary of the student Code of Conduct. Within 30 days of the Board of Education adopting the Code of Conduct, it must be filed with the Commissioner of Education. The Board of Education anticipates adopting the Code of Conduct at the August meeting.
- The Safety Plan committee has been named. The committee consists of school administrators, insurance representatives, teacher and support staff representatives, and town emergency and community representatives.

Business report

Mr. Murphy gave the following Business Report:

- RTTT grant – the year-end financial reports were filed June 30th. The district has a two-year grant for professional development which is contracted through BOCES. The grant is for network teams and APPR training. The budget for the first year is approximately $8,800. Of that amount, $5,036 has been spent. Per SED, the district can rollover unused funds. The budgeted amount for 2013-2014 is approximately $17,000, which gives us about $21,200 for professional development. Money was spent on BOCES training for teachers, including assessment training.

- The food service contract extension will be filed with the State by the end of July.
- Tax rate information is coming in from each of the towns in the district. There will be a special meeting to set the tax rate for the district in early August. It will be different for each town, depending on their home assessments. The tax levy was set at approximately $25,700,000 and comes from multitude of sources, one of which is the taxpayers. The $25,700,000 represents a 2% increase equating to about $10,800,000 divided by all the towns. From town to town, a $100,000 home differs. There is a formula set up by the state for equalization for an equal sharing of the tax burden.

Supt. report

- Marc Graff has asked to be transferred to the Elementary School. They are thrilled to have him there.
- The District received a wonderful letter regarding Loran Carter praising her for putting her heart and soul into what she does.
- Section VI sent a letter acknowledging that Eden won the Class B1 Softball Title.
- There are two open administrative positions; the Jr./Sr. High School Principal position has been posted, and the Director of Curriculum & Instruction and Staff Development has been posted. Candidates for DCIS were screened today. Principal candidates will be interviewed by focus groups. The board discussed dates for interview meetings. The Board of Education agreed to hold a special meeting on Wednesday, July 24, 2013.

Board report

- Board committee members will be as follows:
    - Personnel – Patty Krouse & Barb Henry
    - Curriculum – Barb Henry & Patty Krouse
    - Policy/Legal – Colin Campbell & Mike Byrnes
    - Technology/Infrastructure/Facilities – Mike Breeden & Scott Henderson
    - Negotiations – Scott Henderson & Colin Campbell
    - Audit – Mike Breeden & Mike Byrnes
    - District Shared Decision Making Team – Colin Campbell
    - Legislative – Mike Byrnes & Paul Shephard

Meetings are posted. Any board member can go to any committee meeting.

- In addition, Board liaisons were named as follows:
    - ETA/Transportation – Mike Byrnes
    - CSEA – Scott Henderson
    - Administrators – Patty Krouse
    - PTA – Barb Henry
    - Booster Club – Mike Breeden
    - Grounds & Transportation Directors (SSO) – Paul Shephard
    - District Shared Decision Making Team – Colin Campbell

The function of the liaisons is to meet with their respective groups, hear ideas and bring them back to the Board of Education, as well as bringing information from the board to the groups. People felt they were not being heard.

Approved creation of sub committee

Mr. Campbell made a motion, seconded by Mrs. Henry to create an additional sub-committee of the Board – the Legislative Committee. Carried unanimously.

Future dates

- Special Board of Education Meeting – Thursday, July 24, 2013 at 7:00 p.m. in the Jr./Sr. High School Cafeteria.
- Special Board of Education Meeting – August 12, 2013 at 6:00 p.m. in the Jr./Sr. High School Cafeteria.
- Regular Board of Education Meeting – Wednesday, August 21, 2013 at 7:00 p.m. in the Jr./Sr. High School Cafeteria.

Adjourn

Mr. Byrnes made a motion, seconded by Mr. Campbell to adjourn the meeting. Carried unanimously.

The meeting was adjourned at 8:33 p.m.

Respectfully submitted,

Barbara J. Thomasulo

Barbara J. Thomasulo
District Clerk

BT