

**BELFAST CENTRAL SCHOOL**  
**BOARD OF EDUCATION AGENDA**

**May 8, 2018**

**5:30 P.M.—Room 206**

Attendance Board of Education: \_\_\_ Ms. Becky Backer  
\_\_\_ Mrs. Cecy Curcio  
\_\_\_ Mr. Chris Enders  
\_\_\_ Mrs. Randa Harrington  
\_\_\_ Mr. William Heaney  
\_\_\_ Mrs. Josie Preston

District Personnel: \_\_\_ Dr. Wendy Butler, Superintendent  
\_\_\_ Mrs. Gina Larrabee, District Clerk  
\_\_\_ Mr. Bob Lingenfelter, District Treasurer  
\_\_\_ Mrs. Jessica Hess, PK-4 Principal/ Director of Pupil Services  
\_\_\_ Mr. Mike Roche, 5-12 Principal  
\_\_\_ Mr. Jim Schneider, Supervisor of Transportation/ Buildings and Grounds

Other(s):

President of the Board calls the meeting to order at \_\_\_\_\_  
Pledge of Allegiance

**1.0 MEETING INFORMATION**

- 1.1 Additions or deletions to the agenda
- 7.6 Appoint election worker

**2.0 2018-19 BUDGET PRESENTATION**

- 2.1 Annual Budget Hearing

**3.0 FINANCIAL**

- 3.1 Treasurer's report
- 3.2 Budget Status and Revenue Status Reports
- 3.3 March warrants
- 3.4 Internal Claims audit report

**4.0 LEADERSHIP REPORTS**

- 4.1 Mr. Michael Roche, 5-12 Principal
  - Senior Trip
  - CPR/ AED training
- 4.2 Mrs. Jessica Hess, PK-4 Principal/ Director of Pupil Services
  - Positive behavior program
- 4.3 Dr. Wendy Butler, Superintendent
  - District Safety Plan
  - Building Safety Plan
  - Updated 180 day/ time requirement
  - Community Schools money
    - BOCES Coser

- o Social worker

**5.0 CONSENT AGENDA**

5.1 **Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the following Consent Agenda Items as recommended by the superintendent:**

Vote: \_\_\_\_\_ Aye \_\_\_\_\_ Nay Accepted / Rejected

1. Approve the minutes from the April 10, 2018 meeting.
2. Upon the recommendation of the Superintendent, approve the Treasurer’s report dated March 2018.
3. Upon the recommendation of the Superintendent, approve the CSE/ CPSE/ 504 committee recommendations as presented.

**6.0 BCS POLICY REVIEW**

Section 5000 NON-INSTRUCTIONAL/BUSINESS OPERATIONS Number

**EXPENDITURES**

- 3.1 Bonding of Employees and School Board Members.....5310
- 3.2 Expenditures of School District Funds.....5320
- 3.3 Budget Transfers.....5330
- 3.4 Borrowing of Funds.....5340

**PURCHASING**

- 4.1 Purchasing.....5410

**FISCAL ACCOUNTING AND REPORTING**

- 5.1 Accounting of Funds.....5510
- 5.2 Extraclassroom Activities Funds.....5520
- 5.3 Petty Cash Funds and Cash in School Buildings.....5530
- 5.4 Publication of the District's Annual Financial Statement.....5540

**FISCAL ACCOUNTING AND REPORTING (Cont'd.)**

- 5.5 Maintenance of Fiscal Effort (Title I Programs).....5550
- 5.6 Use of Federal Funds For Political Expenditures.....5560
- 5.7 Financial Accountability .....5570
- 5.8 Allegations of Fraud .....5571
- 5.9 Audit Committee.....5572
- 5.10 Internal Audit Function .....5573
- 5.11 Medicaid Compliance Program.....5574

**7.0 BOARD ACTIONS**

7.1 Policy Adoption

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the following policies which were reviewed at the April 2018 BOE meeting, as recommended by the superintendent:**

Vote: \_\_\_\_\_ Aye \_\_\_\_\_ Nay Accepted / Rejected

Section 5000 NON-INSTRUCTIONAL/BUSINESS OPERATIONS Number

**BUDGET**

- 1.1 Budget Planning and Development.....5110
- 1.2 School District Budget Hearing.....5120
- 1.3 Budget Adoption.....5130
- 1.4 Administration of the Budget.....5140
- 1.5 Contingency Budget.....5150

**INCOME**

- 2.1 Revenues.....5210
- 2.2 District Investments.....5220
- 2.3 Acceptance of Gifts, Grants and Bequests to the School District.....5230
- 2.4 Corporate Sponsorships.....5231
- 2.5 Use of School District Trademarks and Service Marks.....5232

2.6	School Tax Assessment and Collection.....	5240
2.6.1	Property Tax Exemption for Senior Citizens.....	5241
2.7	Sale and Disposal of School District Property.....	5250

Additional Policies/ New Policies

Contracts for Instruction.....	5255
Returned Checks.....	5260
Pest Management and Pesticide Usage.....	5632
Wellness Policy.....	5661
Pandemic Preparedness in the Workplace.....	5687
Non-Resident Students.....	7132

7.2 Delete Policy 5412

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to delete Policy 5412- Alternative Formats for Instructional Materials because the information is included in Policy 5410- Purchasing, as recommended by the Superintendent.**

Vote: \_\_\_\_\_ Aye                      \_\_\_\_\_ Nay                      Accepted / Rejected

7.3 District Safety Plan

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Belfast Central School District Safety Plan as presented, as recommended by the Superintendent.**

Vote: \_\_\_\_\_ Aye                      \_\_\_\_\_ Nay                      Accepted / Rejected

7.4 Property Surplus

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to declare the District owned property at 7908 GLF St., Belfast, NY, surplus to be sold via an auction, as recommended by the Superintendent.**

Vote: \_\_\_\_\_ Aye                      \_\_\_\_\_ Nay                      Accepted / Rejected

7.5 Calendar Change

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to change the 17-18 District calendar to close school on May 25, 2018 to use the final District snow day, as recommended by the Superintendent.**

Vote: \_\_\_\_\_ Aye                      \_\_\_\_\_ Nay                      Accepted / Rejected

7.6 Election Worker

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to appoint Danielle Cassady as an election worker for the budget vote, as recommended by the Superintendent.**

Vote: \_\_\_\_\_ Aye                      \_\_\_\_\_ Nay                      Accepted / Rejected

**8.0 FOCUS ON LEARNING/ BOE QUESTIONS/ DISCUSSIONS/ CONCERNS**

8.1 Trauma Informed Schools: A Journey

8.2 BOE Questions/ Discussion/ Concerns

**9.0 PERSONNEL**

9.1 Resignation

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the resignation of Kim LaGreca from the position of secondary science teacher effective August 26, 2018, as recommended by the Superintendent.**

Vote: \_\_\_\_\_ Aye                      \_\_\_\_\_ Nay                      Accepted / Rejected

9.2 Appointments

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following appointments, as recommended by the Superintendent.**

Vote: \_\_\_\_\_ Aye                      \_\_\_\_\_ Nay                      Accepted / Rejected

- 9.2a To appoint Robert Morgan to the civil service position of Director of Educational Technology & Information Systems effective July 1, 2018. There is a six-month probationary period beginning July 1, 2018 and concluding February 1, 2019. This is a 12-month civil service position and Mr. Morgan must meet the civil service requirements for this position. The rate of pay shall be

\$70,000 annually, for the 2018-19 school year, with benefits as outlined in the Confidential/Managerial Agreement.

- 9.2b To appoint Mary Enders to the position of Head Manager Cook effective July 1, 2018. There is a six-month probationary period beginning July 1, 2018 and concluding February 1, 2019. This is an 11-month position and the rate of pay shall be \$18.80/hour, for the 2018-19 school year, with benefits as outlined in the Confidential/Managerial Agreement.
- 9.2c To appoint Joel Evans to the civil service position of Bus Driver effective August 27, 2018. There is a 26-week probationary period beginning August 27, 2018 and concluding February 1, 2019. The rate of pay shall be \$14.11/hour (three years of experience has been granted), for the 2018-19 school year, with benefits as outlined in the School Related Personnel Collective Bargaining agreement.
- 9.2d To appoint Robert Lingenfelter to the position of School Business Official effective July 1, 2018. This is a 12-month position with benefits as outlined in the Confidential/Managerial Agreement.
- 9.2e To approve extra duty pay for Meredith Preston from January 16-April 26, 2018 for duties performed outside of the SRP contract and authorize the superintendent to sign an MOA with the SRP union addressing the issue.
- 9.2f To approve FMLA leave for Caroline Painter for 12 weeks, from August 27-November 16, 2018, for the purpose of child rearing.
- 9.2g To appoint the following BCS staff members to the identified extracurricular positions for the 2018-19 school year:

<b>Position</b>	<b>Staff Member(s)</b>
Freshman Class Advisor	Sandy Miller and Deb Borden
National Honor Society Advisor	Teresa Heaney and Tina Lingenfelter
Masterminds Coach	TBA

- 9.2h To appoint the following BCS people to the identified coaching positions for the 2018-19 school year:

<b>Position</b>	<b>Recommended Person</b>
Boys' Varsity Soccer Coach	Mark Sullivan
Boys' Varsity Soccer Scorekeeper	Mary Beth Arnold
Boys' Varsity Soccer Timer	Dixie Middaugh
Boys' Modified Soccer Coach	Jordin Fuller
Boys' Modified Soccer Scorekeeper	Sandy Miller
Boys' Modified Soccer Timer	TBA
Boys' Varsity Basketball Coach	Joe Hennessy
Boys' Varsity Basketball Timer	Lisa Denning
Boys' Varsity Basketball Shot Clock	Dixie Middaugh
Boys' Varsity Basketball Scorekeeper	Mary Beth Arnold
Boys' JV Basketball Coach	Chris Enlow
Boys' JV Basketball Timer	Lisa Denning
Boys' JV Basketball Shot Clock	Dixie Middaugh
Boys' JV Basketball Scorekeeper	Mary Beth Arnold
Boys' Modified Basketball Coach	Jason Robichaud
Boys' Modified Basketball Timer	Brandi Mahon
Boys' Modified Basketball Scorekeeper	Mark Sullivan
Varsity Baseball Coach	Derek Kenyon
Varsity Baseball Scorebook Keeper	Scott Durrigan
Varsity Baseball Scoreboard Keeper	Mary Beth Arnold
Modified Baseball Coach	Jordin Fuller
Modified Baseball Scorebook Keeper	Sandy Miller
Modified Baseball Scoreboard Keeper	TBA

Girls' Varsity Soccer Coach	Jim Schneider
Girls' Varsity Soccer Scorekeeper	TBA
Girls' Varsity Soccer Timer	Dixie Middaugh
Girls' Modified Soccer Coach	Justine Tallman
Girls' Varsity Volleyball Coach	Joanne Ross
Girls' Varsity Volleyball Scorekeeper	TBA
Varsity Softball Coach	TBA
Varsity Softball Scorekeeper	Lori Wilson
Varsity Softball Scoreboard Keeper	Lisa Denning
Modified Softball Coach	TBA
Girls' Varsity Basketball Coach	Doug Walsh
Girls' Varsity Basketball Scorekeeper	Kim Walsh
Girls' Varsity Basketball Timer	Brandi Mahon
Girls' Varsity Shot Clock Timer	Dixie Middaugh
Girls' Modified Basketball Coach	Sandy Miller
Girls' Modified Basketball Timer	Brandi Mahon
Girls' Modified Basketball Scorekeeper	Mark Sullivan
Varsity Cheerleading Coach	Samantha Stenzel

9.2i To approve the following people as substitutes for the 2017-18 school year:

Name
Joel Evans- Bus Driver
Carter Schneider- Instructional and Non-Instructional

**10.0 EXECUTIVE SESSION**

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to move into executive session at \_\_\_\_\_ am/pm to discuss personnel or legal matters for purposes specified in the open meeting law.**

Vote: \_\_\_\_\_ Aye                      \_\_\_\_\_ Nay                      Accepted / Rejected

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to move out of executive session at \_\_\_\_\_ am/pm to discuss personnel or legal matters for purposes specified in the open meeting law.**

Vote: \_\_\_\_\_ Aye                      \_\_\_\_\_ Nay                      Accepted / Rejected

**11.0 ADJOURNMENT**

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn the meeting at \_\_\_\_\_.**

Vote: \_\_\_\_\_ Aye                      \_\_\_\_\_ Nay                      Accepted / Rejected

*Reminder:*

- *There will be a special BOE meeting on May 16, 2018 at 4:00p.m. to accept the budget vote results.*