

BELFAST CENTRAL SCHOOL
BOARD OF EDUCATION AGENDA

April 10, 2018

5:30 P.M.—Room 206

Attendance

Board of Education: Ms. Becky Backer

Ms. Cecy Curcio

Mr. Chris Enders

Ms. Randa Harrington

Mr. William Heaney

Ms. Patti Krotz

Ms. 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:

President of the Board calls the meeting to order _____

Pledge of Allegiance

1.0 MEETING INFORMATION

- 1.1 Additions or deletions to the agenda

2.0 PUBLIC COMMENT/ PRESENTATION

- 2.1 8th Grade Trip to Washington D.C. presentation

3.0 FINANCIAL

- 3.1 Treasurer’s report
- 3.2 Budget Status and Revenue Status Reports
- 3.3 February warrants
- 3.4 Internal Claims audit report
- 3.5 18-19 Budget
- 3.6 Establish a social club

4.0 LEADERSHIP TEAM REPORTS

- 4.1 Mr. Michael Roche, 5-12 Principal
 - o 8th grade trip to Washington D.C.
 - o Recommendations for extracurricular positions
- 4.2 Mrs. Jessica Hess, PK-4 Principal/ Director of Pupil Services
 - o Open House
- 4.3 Mr. Schneider, Supervisor of Transportation/ Buildings and Grounds
 - o Asbestos—13 King St. property; current server closet
- 4.4 Dr. Wendy Butler, Superintendent
 - o Grand Opening- Dedication of Athletic Complex to Rich Sullivan
 - o Sources of Strength Dinner club
 - o New watercolor club for 18-19
 - o Pepsi building
 - o Update on safety meeting with first responders
 - o Security quotes

5.0 CONSENT AGENDA

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

o Vote: ___ Aye ___ Nay Accepted / Rejected

- 1. Approve the minutes from the March13, 2018 meeting.
- 2. Upon the recommendation of the Superintendent, approve the Treasurer’s report dated February 2018.
- 3. Upon the recommendation of the Superintendent, approve the property tax report card.
- 4. Upon the recommendation of the Superintendent, approve the CSE/ CPSE/ 504 committee recommendations as presented.

6.0 BCS POLICY REVIEW

6.1 The following policies will be reviewed, and any recommended changes will be discussed (changes have been recommended for the highlighted policies):

(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

7.0 BOARD ACTION ITEMS

- 7.1 Policy Adoption
- **Motion by _____, seconded by _____, to adopt the following polices that were reviewed and updated through an initial review at the March 13, 2018 Board of Education meeting, as recommended by the Superintendent.**
 - Vote: ____ Aye ____ Nay Accepted / Rejected

(Section 4000)	ADMINISTRATION	NUMBER
ADMINISTRATION		
1.1 Administrative Personnel.....		4110
ADMINISTRATIVE OPERATIONS		
2.1 Administrative Organization and Operation.....		4210
2.1.1 Line Responsibility.....		4211
2.1.2 Organizational Chart.....		4212
2.2 Abolishing an Administrative Position.....		4220
2.3 Administrative Authority During Absence of the Superintendent of Schools.....		4230

2.4 Administrative Latitude in the Absence of Board Policy.....4240
 2.5 Use of Committees.....4250
 2.6 Evaluation of the Superintendent and Other Administrative Staff.....4260

CENTRAL OFFICE AND BUILDING ADMINISTRATION

3.1 Superintendent of Schools.....4310
 3.2 Superintendent - Board of Education Relations.....4320
 3.3 Administrative Staff.....4330

COMPENSATION AND RELATED BENEFITS

4.1 Professional Development Opportunities.....4410
 4.2 Compensation and Related Benefits4420

- 7.2 Allegany Cattaraugus Association of School Boards Dinner
 ○ **Motion by _____, seconded by _____, to approve identified personnel’s attendance at the Allegany Cattaraugus Association of School Board’s dinner on April 26, 2018, as recommended by the Superintendent.**

The following individuals will attend:

- Wendy Butler, Superintendent
- Josie Preston, BOE President
- Randa Harrington, BOE Vice President
- Cecy Curcio
- Patti Krotz

- Vote: ___ Aye ___ Nay Accepted / Rejected

- 7.3 National Honor Society Dinner
 ○ **Motion by _____, seconded by _____, to approve identified personnel’s attendance at the Allegany Cattaraugus National Honor Society dinner on May 7, 2018 at Houghton College, as recommended by the Superintendent.**

The following individuals will attend:

- | | |
|----------------------------|--------------------------------------|
| ● Ethan Blocho- grade12 | ● Julia Lindo- grade 11 |
| ● Kyle Comstock- grade 10 | ● Megan Rose- grade 12 |
| ● Rylea Comstock- grade 12 | ● Carolyn Burr- Junior class advisor |
| ● Mackenzie Hurd- grade 11 | ● Patty Preston- NHS Advisor |
| ● Gabriel Lindo- grade 12 | ● Wendy Butler- Superintendent |

- Vote: ___ Aye ___ Nay Accepted / Rejected

- 7.4 18-19 Budget Hearing
 ○ **Motion by _____, seconded by _____, to set the date for 2018-19 Belfast Central School budget hearing to be on May 8, 2018 at 5:30 p.m., as recommended by the Superintendent.**

○ Vote: ____ Aye ____ Nay Accepted / Rejected

7.5 18-19 Budget

○ **Motion by _____, seconded by _____, to approve the 2018-19 Belfast Central School budget to be presented at the budget hearing on May 8, 2018 reflecting a -1.68% increase in the tax levy, as recommended by the Superintendent.**

○ Vote: ____ Aye ____ Nay Accepted / Rejected

7.6 Private School Transportation

○ **Motion by _____, seconded by _____, to approve requested transportation for the identified private schools for the 2018-19 school year, as recommended by the Superintendent.**

School	Number of Students	Family	Address
Houghton Academy	2	Amy & Charlie Sackett	7316 County Rd 46 Caneadea, NY 14717

○ Vote: ____ Aye ____ Nay Accepted / Rejected

8.0 FOCUS ON LEARNING/ BOE QUESTIONS/ DISCUSSIONS/ CONCERNS

8.1 *Looking Out for Lonely*

8.2 BOE Questions/ Discussion/ Concerns

9.0 PERSONNEL

9.1 Appointments

Motion by _____, seconded by _____, to approve the following appointments, as recommended by the Superintendent.

○ Vote: ____ Aye ____ Nay Accepted / Rejected

○ 9.1a To appoint Ellen Kibbe who holds an initial NYS Certificate permitting her to teach in the area of 7-12 English Language Arts, to the position of Long-Term Substitute English Teacher to fill Patty Preston’s maternity leave commencing on or about May 18, 2018 and ending December 20, 2018. The per diem salary will be paid in accordance with the Belfast Teachers’ Collective Bargaining Agreement.

○ 9.1b To appoint Mary Guilford who holds a Permanent NYS Certificate permitting her to teach in grades PK-6, to the position of Elementary Education Teacher in the elementary education tenure area for a probationary period of three years, to commence August 28, 2018 and to end August 28, 2021. Eligibility for tenure at the end of the probationary period is dependent on Mrs. Guildford receiving APPR ratings of Effective or Highly Effective in 3 of 4 preceding years and no ineffective composite or overall ratings in the final year. The salary during the first

year of this appointment will be paid in accordance with the salary schedule, at step J, as outlined in the Belfast Teachers' Collective Bargaining Agreement.

- 9.1c To appoint Lynn Kunz who holds a Professional NYS Certificate permitting her to teach students with disabilities, to the position of Special Education Teacher in the special education tenure area for a probationary period of three years, to commence August 28, 2018 and to end August 28, 2021. Eligibility for tenure at the end of the probationary period is dependent on Ms. Kunz receiving APPR ratings of Effective or Highly Effective in 3 of 4 preceding years and no ineffective composite or overall ratings in the final year. The salary during the first year of this appointment will be paid in accordance with the salary schedule, at step J, as outlined in the Belfast Teachers' Collective Bargaining Agreement.
- 9.1d To appoint the following BCS staff members to the identified extracurricular positions for the 2018-19 school year:

Position	Staff Member(s)
Senior Class Advisor	Caroyln Burr, Mary Enders co-advise
Junior Class Advisor	Evelyn Alessi, Josh Hazelton co-advise
Sophomore Class Advisor	Tina Lingenfelter, Shelly Calanni co-advise
Freshman Class Advisor	Sandy Miller
HS Student Council Advisor	Bonnie Barber
MS Student Council Advisor	Mary Beth Arnold
National Honor Society Advisor	TBA
Yearbook Advisor	Denise Atherton, Laura Brace, co-advise
Odyssey of the Mind (2) Coach	Michelle Calanni
Supervisor of Athletics	Mark Sullivan
Awards Assembly Advisor	Carolyn Burr, Tina Lingenfelter, co-advise
Play Director	Patty Preston
Musical Director	Matt Snyder, Charlotte Marsh, Teresa Heaney
Music Director (2)	Matt Snyder
Band Advisor	Matt Snyder
Choir Advisor	JD Struckmann
Lego League Coach (2)	Beth Hazelton (3-5) Josh Hazelton (6-8)
Scholastic Challenge Coach (2)	Aran Heaney
Masterminds Coach	TBA
Newspaper Advisor	Patty Preston

- 9.1e To approve the following people as substitutes for the 2017-18 school year:

Name	Certification(s)
Raquel Lockwood	Childhood Education
Ellen Kibbe	7-12 English
Hannah Arnold	

Josh Bailey	
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- 9.1f To approve a medical leave for Brandi Mahon from May 9, 2018 through June 22, 2018.
- 9.1g To approve Dana Schuld to be a volunteer with the modified baseball team.
- 9.1h To approve the change in Patty Preston’s maternity leave request. The updated request will commence on or about May 18, 2018 and will end on January 1, 2019. She will return to work on January 2, 2019.
- 9.1i To appoint Raquel Lockwood who holds a NYS Certificate permitting her to teach in the area of Childhood Education, to the position of Long-Term Substitute Kindergarten Teacher to fill Brandi Mahon’s medical leave commencing on May 9, 2018 and ending June 21, 2018. The per diem salary will be paid in accordance with the Belfast Teachers’ Collective Bargaining Agreement.
- 9.1j To approve change to permanent appointment status due to competition of probationary period for Amy Giboo in the position of School Nurse effective as of April 11, 2018.
- 9.1k To approve change to permanent appointment status due to competition of probationary period for Patricia Gughiocello in the position of School Bus Monitor effective as of April 11, 2018.
- 9.1l To approve Liz Hamer and Deb Borden to be a volunteers with the varsity softball team.

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 April 17, 2018 at 4:00p.m. to vote on the BOCES budget and elect BOCES BOE members.*