

BELFAST CENTRAL SCHOOL BOARD OF EDUCATION OFFICIAL MINUTES

Date: August 8, 2017

Kind of Meeting: Regular

Where Held: Auditorium

Presiding Officer: Josie Preston

Time: 6:30 p.m.

MEMBERS PRESENT: Cecy Curcio, Chris Enders, Randa Harrington, Becky Backer, Patricia Krotz, Janine Preston, Josie Preston

MEMBERS ABSENT: None

OTHERS PRESENT: Wendy Butler Ed. D, Superintendent, Michael Roche, Principal, Robert Lingenfelter, District Treasurer, Gina Larrabee, District Clerk, Anne Histed, Director of Pupil Personnel, Catherine Jagodzinski, Jessica Hess

At 6:30 p.m., the President Josie Preston called the meeting to order. The Pledge of Allegiance was recited.

There were no additions or deletions.

Addition/
Deletions

Superintendent Wendy Butler, introduced and welcomed Jessica Hess to the Belfast School.

Jessica Hess

Robert Lingenfelter, provided the Debt Service summary to the Board as a refresher; the new sheet shows the reserves that were set up in June.

Debt Summary

Mr. Lingenfelter also spoke about bond refinancing, and the benefit to Belfast School by taking this action. The refunding will be through DASNY (Dormitory Authority of the State of New York's School Districts Revenue Bond Financing Program). The interest rate from this borrowing is what the State of New York bases state aid on. All future state aid interest will be based on this new percentage. A preview of this year's program shows Belfast School will benefit approximately \$15,000 per year by refunding. He also explained that we have taken out a \$1.7 million BAN for the Athletic Project.

Bond
refinancing

BAN Athletic
Project

Mr. Lingenfelter provided the 2017-2018 tax information required for collecting the annual school taxes and provided the tax rate to be approved by the Board of Education. He also provided the tax warrant to be signed by all of the Board members present.

Tax Rate

Mike Roche discussed college tuition fees to high school students, changes to the Faculty/Staff Handbook, advisement, and study hall changes. Mr. Roche also addressed teacher evaluations with regard to informal and formal meetings, classroom observations, and written evaluations. He stated that evaluations are used when considering tenure.

Anne Histed communicated to the Board details about the RTI (Response to Intervention) Plan. Ms. Histed stated that she gave all of her notes and ideas for this plan to Catherine Jagodzinski, who build the plan. As it is a living document, it will be adapted to meet each new year's challenges. Ms. Histed noted that summer school was successful this year.

Dr. Wendy Butler spoke to the Board about the Teacher Academy at BOCES, and Stressed that new teachers are given structure and support for a successful transition into our school. She spoke about the Back to School Picnic, and about the One School-One Book program with Kenny the Dragon. She noted that programs such as are culture builders for a school.

Pre-K immunization records were reviewed in May, Dr. Butler noted, and all was in order. The health department would like to see additional wording in our immunization policy, and so those changes will be forthcoming.

Dr. Butler stated, the New York State Retirement System was updated regarding hours of work by our employees, our Professional Development Plan was sent to the state, and silent bids will be accepted for the six basketball hoops that were replaced during construction on the gym.

Chris Enders made the motion, seconded by Cecy Curcio, that the Board of Education of the Belfast Central School approve the following financial agenda items:

To act upon the recommendation of the Superintendent to approve the minutes of the July 11, 2017 reorganizational meeting

July minutes

To act upon the recommendation of the Superintendent to approve the treasurer's report for the month of June as presented

Treasurer's report

To act upon the recommendation of the Superintendent to accept the Budget status and Revenue status reports, warrants, and the internal claims auditor's report for June as presented

Budget Status
Revenue Status
Internal claims and auditor's report

To act upon the recommendation of the Superintendent to approve the tax levy and tax rates as presented

To act upon the recommendation of the Superintendent to accept the Annual Reserve Fund Summary from June 2017

Reserve Fund & Debt Service

To act upon the recommendation of the Superintendent to approve the Response to Intervention Plan Handbook as presented

RTI Plan

To act upon the recommendation of the Superintendent to approve the Professional Development Plan for the 2017-18 school year

PDP Plan

To act upon the recommendation of the Superintendent, approve the special education class placement agreement with Friendship Central for the 2017-18 school year.

Class placement agreement with Friendship School

To act upon the recommendation of the Superintendent, approve the following CSE/ CPSE/ 504 committee recommendations as presented for the following case numbers:

CSE/CPSE/504

900388307, 900388372, 900388378, 900387852
900376850, 900387752, 900388327

Motions were unanimously carried

Motion by Chris Enders, seconded by Patricia Krotz, upon the recommendation of the Superintendent to establish the following Standard Work days as required by the New York State and Local Retirement System:

Standard Work Day

Appointed Officials	Position	Number of Work Days	Number of Hours/ Day
	District Clerk	5	7.5
	District Treasurer	5	7.5
	Tax Collector	5	6.0
All Other Non-Teaching Position	Position	Number of Work Days	Number of Hours/ Day
	Account Clerk	5	7.0
	Auto Mechanic	5	8.0
	Auto Mechanic Helper	5	6.0
	Bus Driver	5	6.0
	Cleaner	5	8.0
	Cook	5	6.0
	Cook Manager	5	6.0
	Custodian	5	8.0
	Facilities Supervisor	5	8.0
	Food Service Helper	5	6.0

Groundskeeper	5	8.0
Guidance Aide	5	6.0
Micro Computer Technician	5	7.25
Monitor	5	6.0
Registered Nurse	5	7.0
Senior Typist	5	7.0
Sr. Maintenance Mechanic	5	8.0
Stenographer	5	7.0
Sub Caller	5	8.0
Teacher Aide	5	6.0
Typist	5	6.0

Motion was unanimously carried.

Motion by Cecy Curcio, seconded by Becky Backer, to adopt the 2017-18 Board of Education goals and action steps as presented as recommended by the superintendent.

Motion was unanimously carried.

Motion by Chris Enders, seconded by Randa Harrington, that the Board of Education of the Belfast Central School agrees to identify specified items as surplus and be available to be sold, as recommended by the superintendent.

1—school bus	Bus #67 2008 Blue Bird Vision 65 passenger 110,041 miles Vin #1BAKFCKA58F245166
6—basketball backboards	

Motion was unanimously carried.

A REFUNDING BOND RESOLUTION DATED AUGUST 8, 2017, AUTHORIZING THE BELFAST CENTRAL SCHOOL DISTRICT, ALLEGANY COUNTY, NEW YORK (THE "DISTRICT") TO ISSUE UP TO \$5,000,000 OF REFUNDING BONDS OF THE DISTRICT IN CONNECTION WITH ITS PARTICIPATION IN A POOLED REFUNDING BOND PROGRAM BEING STRUCTURED AND IMPLEMENTED BY THE DORMITORY AUTHORITY OF THE STATE OF NEW YORK ("DASNY") PURSUANT TO WHICH THE DISTRICT WILL BE ABLE TO ADVANCE REFUND (I.E., REFINANCE) CERTAIN OUTSTANDING LONG-TERM OBLIGATIONS OF THE DISTRICT IN ORDER TO ACHIEVE FUTURE DEBT SERVICE SAVINGS AND TO AVOID FUTURE ADDITIONAL COSTS TO THE DISTRICT, AND FURTHER AUTHORIZING THE DISTRICT (ACTING THROUGH THE PRESIDENT OF ITS BOARD OF EDUCATION) TO ENTER INTO, DELIVER AND PERFORM (A) A FINANCING AGREEMENT WITH DASNY, (B) ALL AGREEMENTS, CERTIFICATES OR OTHER DOCUMENTS REQUIRED UNDER OR CONTEMPLATED BY THE FINANCING AGREEMENT AND (C) ALL OTHER AGREEMENTS, CERTIFICATES, OR OTHER DOCUMENTS REASONABLY RELATING TO THE STRUCTURING, PROMOTION, CLOSING AND IMPLEMENTATION OF SUCH PROGRAM.

WHEREAS, in 2011 the Belfast Central School District, Allegany County, New York (the "District") and the Dormitory Authority of the State of New York (the "Authority") entered into a financing agreement pursuant to which the Authority issued its School Districts Revenue Bond Financing Program Revenue Bonds, Series 2011B in the aggregate principal amount of \$327,315,000 (the "Prior Authority Bonds"), a portion of the proceeds of which were used by the Authority to make an \$11,045,000 loan to the District to redeem and retire a certain outstanding bond anticipation note of the District that was originally issued for the financing of a capital project within the District; and

WHEREAS, the District concurrently delivered its bonds in the total aggregate principal amount of \$11,045,000 (\$8,685,000 Series 2011A and \$2,360,000 Series 2011B) (the "Prior District Bonds") to the Authority to evidence its obligation to repay such loan; and

WHEREAS, the Authority is now in the process of structuring a proposed 2017 pooled bond refinancing transaction pursuant to its ongoing School Districts Revenue Bond Financing Program (the "Transaction") under which certain of the Prior Authority Bonds and (with the approval and consent of the District) callable Prior District Bonds in the aggregate principal amount of \$4,715,000 maturing in the years 2022-2039, inclusive (collectively, the "Refunded Bonds") would be advance refunded (i.e., refinanced) to allow the Authority and the District to achieve substantial debt service savings by replacing the older bonds with newly-issued bonds bearing interest at today's historically low rates; and

WHEREAS, in order for the District to realize the potential for certain long-term debt service savings with respect to the Refunded Bonds, and in order for the District to avoid certain future additional costs to the District that could result from the possible "re-set" by the State of New York (the "State") of its assumed amortization reimbursement rate for school capital projects,

Bond
Resolution

the Board of Education of the District (the "Board") has determined, after consultation with the District's Superintendent of Schools and the District's School Business Administrator, and the financial advisory and bond counsel firms retained by the District, that it would be prudent for the District to consider the advance refunding (i.e., refinancing) of the Refunded Bonds; and WHEREAS, the Refunded Bonds remain, by their terms, subject to the possibility of a call for redemption (at par) prior to their stated maturity date(s), and the District has determined to conduct such a call of the Refunded Bonds; and WHEREAS, the Authority duly adopted, on May 29, 2002, its Master School Districts Financing Program Revenue Bond Resolution (the "Master Resolution"), and on one or more dates subsequent thereto duly adopted its Series Resolutions authorizing multiple series of its School Districts Revenue Bond Financing Program Revenue Bonds (the "Authority Bonds"); and WHEREAS, the Authority has deemed it necessary and in keeping with its purposes to issue under the Master Resolution and the applicable Series Resolution, the Authority Bonds therein authorized for the purpose of lending to certain school districts funds sufficient to (A) finance or refinance the costs of certain capital projects undertaken by such school districts, and (B) pay the costs of issuance of the bonds to be issued by the Authority; and WHEREAS, the District has requested the Authority to refinance the Refunded Bonds, and the Authority has agreed, on the basis of certain representations and warranties to be made by the District, to make a loan or loans to the District to advance refund the Refunded Bonds; and WHEREAS, the District desires to receive a loan or loans from the Authority upon substantially the terms and conditions set forth in that certain Financing Agreement to be entered into between the Authority and the District (the "Financing Agreement"), and desires to authorize the execution and delivery of up to \$5,000,000 of refunding bonds of the District payable to the Authority (the "District Refunding Bonds" or the "Bonds") to evidence its obligation to repay such loan or loans; and WHEREAS, pursuant to the Financing Agreement the District will deliver its District Refunding Bonds to the Authority and will pledge to the Authority, to secure the payments to be made by the District under the Financing Agreement, a sufficient portion of any and all public funds to be apportioned or otherwise made available by the State to the District;

NOW, THEREFORE, BE IT RESOLVED by the Board, by the favorable vote of not less than two-thirds of all the members of the Board, as follows:

SECTION 1. For the purpose of advance refunding the Refunded Bonds, and generating moneys which shall be sufficient to pay (A) the principal amount of the Refunded Bonds (as well as any interest that may remain payable thereon through the date of the refunding, plus any redemption premium that may be payable thereon in connection with the refunding), (B) the costs and expenses incidental to the issuance of the District Refunding Bonds herein authorized and the Authority Bonds which they support, including, but not limited to, the District's proportionate share of the fees and costs of the Authority incurred in connection with the issuance of the Authority Bonds, (C) the fees and costs of the financial advisory and bond counsel firms retained by the District in connection with the issuance of the District Refunding Bonds, and (D) all other fees and costs of issuance associated with the issuance of the Authority Bonds and the District Refunding Bonds, there are hereby specifically authorized to be issued by the District the District Refunding Bonds, as contemplated by the Financing Agreement, in an aggregate principal amount not to exceed \$5,000,000, as described in the Financing Agreement. The Bonds shall be dated October 17, 2017 (or such other date as shall be determined by the President of the Board), shall be of the denominations of \$5,000 or any integral multiple thereof not exceeding the principal amount of each respective maturity (unless a bond of an odd denomination is required), and shall mature and shall bear interest on such dates as may be approved by the President of the Board and ultimately set forth in a Notice of Terms that is to be attached as Exhibit I to the Financing Agreement after the pricing of the Transaction (the "Notice of Terms").

SECTION 2. The District Refunding Bonds shall be executed in the name of the District by the manual or facsimile signature of the President of the Board, and the District's seal shall be imprinted thereon and attested by the District Clerk. The District Refunding Bonds shall contain the recital of validity clause provided for in Section 52.00 of the Local Finance Law and shall otherwise be in such form and contain such recitals, as the President of the Board shall determine.

SECTION 3. It is hereby determined that:

- (A) The maximum amount of the Refunding Bonds authorized to be issued pursuant to this resolution does not exceed the limitation imposed by the Local Finance Law; and
- (B) The last installment of the Refunding Bonds will mature not later than the expiration of the maximum period of probable usefulness of each of the objects or purposes for which the Prior District Bonds (or the underlying bonds refinanced thereby) were issued, or in the alternative, the weighted average remaining period of probable usefulness of the objects or purposes (or classes of objects or purposes) financed with the Prior District Bonds (or with the underlying bonds refinanced thereby) or the weighted average remaining period of probable usefulness of all objects or purposes (or classes of objects or purposes) financed with the Prior District Bonds (or with the underlying bonds refinanced thereby), in accordance with the applicable provisions of the Local Finance Law. At the time of issuance of the Refunded Bonds, the maximum period of probable usefulness for the class of objects or purposes for which the Refunded Bonds were issued was 30 years.

SECTION 4. A Financial Plan showing the estimated details of the proposed issuance of the Authority Bonds and the District Refunding Bonds has been prepared by the underwriter retained by the Authority (the "Financial Plan"). The Financial Plan shows the estimated sources, amounts and uses of all funds required to accomplish the Transaction, and is set forth as Exhibit

A attached hereto and is hereby made a part of this resolution. The Financial Plan has been prepared based upon the assumption that the District Refunding Bonds will be issued in the aggregate principal amount of \$4,815,000 and that the District Refunding Bonds will mature, be of such terms, and bear interest as set forth in the Financial Plan, which is hereby approved. The President of the Board is hereby authorized and directed to determine (or adjust) the amount of the Prior District Bonds (or any replacement bonds) to be refunded; the amount of the District Refunding Bonds to be issued (but not beyond a maximum amount of \$5,000,000); the date of such District Refunding Bonds and the date of issue, maturities, interest rates and other terms thereof; the provisions relating to any redemption of the District Refunding Bonds prior to maturity; whether the District Refunding Bonds will be insured by a policy or policies of municipal bond insurance or otherwise enhanced by a credit enhancement facility or facilities; whether the District Refunding Bonds will be issued as serial bonds or as term bonds; the terms of the private sale of the District Refunding Bonds to the Authority, including the form, terms and conditions of the Financing Agreement providing for the sale of the District Refunding Bonds, and all powers in connection therewith are hereby delegated to the President of the Board; provided that the terms of the District Refunding Bonds to be issued, including the rate or rates of interest borne thereby, shall comply with the requirements of any applicable law and shall be equal to or less than the total amount of District Refunding Bonds hereby authorized. The President of the Board shall file a copy of the certificate determining the final details of the District Refunding Bonds and the final Financial Plan with the District Clerk not later than ten (10) days after the delivery of the District Refunding Bonds, as herein provided.

SECTION 5. The President of the Board is hereby delegated all powers of the Board with respect to agreements for credit enhancement, derived from and pursuant to Section 168.00 of the Local Finance Law, for the District Refunding Bonds, including, but not limited to the determination of the provider of such credit enhancement facility or facilities and the terms and contents of any agreement or agreements related thereto.

SECTION 6. The President of the Board is hereby delegated all powers of the Board with respect to the decision as to whether or not (and under what arrangements and terms) to formally call in for early redemption the Prior District Bonds, which the Board understands must be redeemed if a successful refunding through the Authority is to be achieved. The Board's intent is to delegate this decision and all related matters to the President of the Board, in order to ensure maximum flexibility for the District within the Transaction, which is still in the process of being structured and finalized.

SECTION 7. The faith and credit of the District are hereby irrevocably pledged for the payment of the principal of and interest on the District Refunding Bonds as the same shall respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on the District Refunding Bonds becoming due and payable in such year. There shall annually be levied on all the taxable real property of the District a tax sufficient to pay the principal of and interest on the District Refunding Bonds as the same shall become due and payable.

SECTION 8. The execution and delivery (by the President of the Board, acting on behalf of the District) and the performance by the District of its obligations under the Financing Agreement, the District Refunding Bonds, the Letter of Representation, the Continuing Disclosure Agreement, the Escrow Agreement and the Arbitrage and Use of Proceeds Certificate (all as defined in the Financing Agreement) and any and all other agreements, certificates or other documents required by or contemplated under the Financing Agreement or reasonably necessitated by the Transaction (collectively, the "Agreements") is hereby authorized, and the President of the Board is hereby directed to execute and deliver, on behalf of the District, the Agreements; and to execute such other documents, and take such other actions, as may be necessary or appropriate to refinance all or a portion of the Prior District Bonds through the Authority as part of the Transaction. The execution and delivery of any of the Agreements that may have occurred prior to the date hereof is hereby ratified and approved.

SECTION 9. The President of the Board is further authorized to take such actions and execute such documents as may be necessary to ensure (if applicable) the continued status of the interest on the District Refunding Bonds as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code") and (if applicable) to designate the Bonds authorized by this resolution as "qualified tax-exempt obligations" in accordance with Section 265 of the Code. It is understood, however, that the District Refunding Bonds are not anticipated to be issued to the Authority on a tax-exempt basis, or to be so designated.

SECTION 10. In the absence or unavailability of the President of the Board, the Vice President of the Board is hereby specifically authorized to exercise the powers delegated to the President of the Board in this resolution.

SECTION 11. The District hereby determines that the issuance of the District Refunding Bonds is a Type II action that will not have a significant effect on the environment and, therefore, no other determination or procedures under the State Environmental Quality Review Act ("SEQR") is required.

SECTION 12. The President of the Board and the District Clerk are hereby authorized and directed for and on behalf of the District to execute and deliver all certificates and other documents, perform all acts and do all things required or contemplated to be executed, performed or done by this resolution or any document or agreement approved or contemplated hereby, including, but not limited to, the Financing Agreement, the other Agreements, and all documents defined therein, required thereunder, or contemplated thereby. Without limiting the generality of the foregoing, the District Clerk is hereby directed to promptly publish, in the District's official

newspaper(s), an estoppel notice containing a summary of this resolution, in such form as shall be authorized by the Local Finance Law and approved by the District's bond counsel.

SECTION 13. All other matters pertaining to the terms and issuance of the District Refunding Bonds shall be determined by the President of the Board, and all powers in connection therewith are hereby delegated to the President of the Board.

SECTION 14. This resolution shall take effect immediately upon its adoption.

Motion by Randa Harrington, seconded by Patricia Krotz, to adopt the foregoing bond resolution was duly put to a vote which resulted as follows: Carried 7-0. The bond resolution was thereupon declared duly adopted.

Motion by Chris Enders, seconded by Patricia Krotz to accept the resignations of identified personnel as recommended by the superintendent, for the 2017-18 school year as presented:

To accept the resignation of Anne Histed from the position of Director of Pupil Services effective August 28, 2017.

A.Histed
resign

To accept the resignation of Melanie Miller from the position of special education teacher effective August 25, 2017.

M.Miller
resign

To accept the resignation of Linda Stevens from the position of choral music teacher effective August 25, 2017.

L.Stevens
Resign

Motions were unanimously carried.

Motion by Randa Harrington, seconded by Becky Backer to approve personnel appointments as recommended by the superintendent, for the 2017-18 school year as presented:

To appoint Jessica Hess as the PK-4 Principal/ Director of Pupil Services, who has a pending certification as a School District Leader, to a four year probationary appointment in the Principal tenure area beginning August 21, 2017 and ending on August 21, 2021. Eligibility for tenure at the end of the probationary period is dependent on Mrs. Hess 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

J.Hess
appointment

To appoint Amy Morey who holds a Professional New York State Teaching Certificate permitting her to teach in the special education certification area, to the position of special education teacher in the special education tenure area for a probationary period of three years. Mrs. Morey previously received tenure in her previous position, to commence August 28, 2017 and to end August 28, 2020. Eligibility for tenure at the end of the probationary period is dependent on Mrs. Morey 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 G, as outlined in the Belfast Teachers' Collective Bargaining Agreement

A.Morey
appointment

To approve Mark Sullivan to be the Supervisor of Athletic Events (Athletic Director) for the 2017-18 school year

M.Sullivan
appointment

To approve coaching appointments for the 2017-18 school year as follows:

Coaches
appointments

Position	Recommended Person
Girls' Varsity Soccer Coach	Mr. Jim Schneider
Girls' Varsity Basketball	Mr. Doug Walsh
Varsity Cheerleading Coach	Ms. Kayla Ross

To approve substitute teacher appointments for the 2017-18 school year as follows:

Substitutes
appointments

Substitute	Certification (if any)
Christine Lentz	Permanent Science
Joan Krane	Permanent Social Studies
Kim Stack	Permanent Music
Rose Fleming	Permanent Reading
Denise Atherton	None
Erica Torrey	None
Jacob Cole	None
Morghan Mastin	None
Sarah West	None
Wende Benson	None
Carla Chamberlain	None
Elizabeth Wolcott	None
Joseph Dahill	None
Kimberly McDowell	None
Marcella Tronetti	None
Patricia Oliver	None
Kayla Caiazza	None
Bryan Weaver	None
Kaitlin Rosato	None
Heidi Ellsessor	None
Jordin Fuller	None
Rebecca Buck	None
Glenda McKelvey	None

To approve non-instructional substitute appointments for the 2017-18 school year as follows:

Substitutes	
Christine Lentz	Patricia Oliver
Joan Krane	Kayla Caiazza
Kim Stack	Bryan Weaver
Denise Atherton	Kaitlin Rosato
Erica Torrey	Heidi Ellsessor
Jacob Cole	Jordin Fuller
Morghan Mastin	Crystal Malota
Sarah West	Jim Allen
Wende Benson	Joleen Middaugh
Carla Chamberlain	Rebecca Stanton
Elizabeth Wolcott	Sashia Switzer
Joseph Dahill	Laura Duvall
Kimberly McDowell	Glenda McKelvey
Marcella Tronetti	Patricia Gughioello

To approve substitute bus driver appointments for the 2017-18 school year as follows:

Substitutes

Bonnie Barber Crystal Malota

To approve five additional summer work days for Kathi Eddy for the 2017-18 school Year

K.Eddy summer days

To approve Jason Robichaud to be the Odyssey of the Mind coach for the 2017-18 school year.

J.Robichaud O.of the Mind

To approve Heidi Ellsessor to fill Meredith Preston's maternity leave from September 25- November 16, 2017

M.Preston maternity leave

Motions were unanimously carried.

Chris Enders made the motion, seconded by Patricia Krotz, to accept the sealed bids that was opened on August 7, 2017 at Belfast Central School and award the

Evingham bid acceptance

contract to Evingham Site Excavation to complete the renovation of the grandstand as recommended by the superintendent.

Carried 7-0

At 7:52 p.m., Randa Harrington made a motion, seconded by Patricia Krotz that the Board of Education of the Belfast Central School adjourn the meeting

Carried 7-0

Adjourn