

**BELFAST CENTRAL SCHOOL
BOARD OF EDUCATION MINUTES
June 11, 2019**

School Board Members Present:

Josie Preston, President, Randa Harrington, Vice President, Becky Backer, Chris Enders, Cecy Curcio, Patricia Krotz, Dan Borden

Members Absent: none

District Personnel: Wendy Butler Ed. D, Superintendent, Robert Lingenfelter, District Treasurer, Michael Roche, 5-12 Principal, Jessica Hess, PK-4/Director of Pupil Services, Gina Larrabee, District Clerk

Others: Mary Paulsen, Jessica Romance, JD Struckmann, students from the elementary musical

At 5:30 p.m., Board President Josie Preston called the Public Hearing meeting to order. The Pledge of Allegiance was recited.

Additions/Deletions There were no additions or deletions.

Public Comment Members of the Jungle Book Kids performed a song and spoke with Board members. Leonard Preston talked with the Board about the upcoming Capital Project.

Financial Robert Lingenfelter presented the monthly reports: Treasurer’s report, Budget Status and Revenue Status reports, April warrants, and Internal Claims audit report. Mr. Lingenfelter also provided the Board with the May Budget Status /Fund balance, and presented the Board with the Annual Reserve Summary.

Leadership Reports Mike Roche spoke about Camp Duffield. He stated this was a very successful year, and possibly one of the best years they have had. Mary Paulsen concurred, and stated this was her 27th year to be part of our student’s trip to camp.

Jessica Hess told the Board about Kindergarten screening which was recently conducted. Mrs. Hess also spoke about end of the year information she provided to the Board.

Wendy Butler explained to the Board the plan that will be in place to facilitate moving offices ahead of the start of the building project. Dr. Butler explained that she would like to have everything moved and ready so no delay of project would occur. She anticipates maintaining deadlines established in the planning stage.

Consent Agenda Motion by Randa Harrington, seconded by Cecy Curcio, to adopt the following Consent Agenda Items as recommended by the superintendent:
Approved the minutes from the May 10, 14, and 22, 2019 meetings.
Approved the Treasurer’s report dated April 2019.
Approved the CSE/ CPSE/ 504 committee recommendations as presented.

**BOARD ACTION
ITEMS
Policy Adoption** Motion by Becky Backer, seconded by Patricia Krotz, to adopt the following policies that were reviewed at the May 14, 2019 BOE meeting, as recommended by the superintendent.

Section 8000	INSTRUCTION	Number
INSTRUCTIONAL MATERIALS		
3.1	Purposes of Instructional Materials	8310
3.2	Selection of Media Center Resources	8320
3.3	Curriculum Areas in Conflict with Religious Beliefs	8330
3.3.1	Controversial Issues	8331
3.4	Textbooks/Workbooks	8340
3.5	Use of Copyrighted Materials	8350
3.6	Religious Expression in the Instructional Program	8360
INSTRUCTIONAL ARRANGEMENTS		
4.1	School Calendar and School Day	8410
4.2	Opening Exercises	8420
4.3	Independent Study	8430
4.4	Homework	8440
4.5	Home Tutoring (Temporary Instruction)	8450
4.6	Field Trips	8460
4.7	Home Instruction (Home Schooling)	8470
4.8	Alternative High School Equivalency Program (AHSEP)	8480

- Contract Adoption** Motion by Becky Backer, seconded by Patricia Krotz, to approve the confidential/managerial employment agreements for the Principals, School Business Official, Confidential Secretaries, Department Supervisors, and Director of Educational Technology and Information Systems for the 19-20 school year, as recommended by the Superintendent. Board member Chris Enders recused himself from this motion.
- Bus Lease** Motion by Chris Enders, seconded by Patricia Krotz, to approve the summer bus lease agreement between Belfast Central School and the Town of Belfast to provide transportation for the summer recreation program from July 2, 2018 to July 27, 2018, as recommended by the Superintendent.
- Out of District** Motion by Becky Backer, seconded by Randa Harrington, that the Board of Education of the Belfast Central School approve the Out-of-District student applications for the following student for the 2019-2020 school year, as recommended by the superintendent: Alexandria Litchner.
- Transportation Contract** Motion by Randa Harrington, seconded by Becky Backer, to approve contact with Allegany County to provide transportation to preschool children with disabilities to access special education services between July 1, 2019, and June 30, 2021, as recommended by the Superintendent.
- Civil Service Title** Motion by Randa Harrington, seconded by Chris Enders, to approve the Civil Service title of Business Manager at Belfast Central School, as required by Civil Service Law recommended by the Superintendent.
- Athletic Bids** Motion by Chris Enders, seconded by Randa Harrington, to approve the athletic bids for the 2019-20 school year, as recommended by the Superintendent.
- Employee Benefits Accrued Liability Reserve** Motion by Randa Harrington, seconded by Cecy Curcio, to approve a transfer from the Employee Benefits Accrued Liability Reserve to cover the retirement benefits paid in the 2018-19 school year in an amount not to exceed \$50,000, as recommended by the Superintendent.

Reserve Transfers	<p>Motion by Randa Harrington, seconded by Chris Enders, to approve budget transfers up to the allowable amounts to the following reserves pending the reserve amount of funds remaining in our unappropriated Fund Balance as of June 30, 2019, as recommended by the Superintendent.</p> <ul style="list-style-type: none"> • approve a transfer to the Capital Improvements Reserve in an amount not to exceed \$450,000; • approve a transfer to the Teachers' Retirement Reserve in an amount not to exceed \$50,000; • approve a transfer to the Workers' Compensation Reserve in an amount not to exceed \$28,000.
Focus on Learning/ BOE Retreat	<p>The Board discussed the reading, The Unhealthy State of the Smartphone Age, and cell phone use as it relates to students. A Board of Education retreat was discussed.</p>
EXECUTIVE SESSION	<p>Motion by Randa Harrington, seconded by Chris Enders, to move into executive session at 6:36 pm to discuss personnel or legal matters for purposes specified in the open meeting law. Motion by Becky Backer, seconded by Patricia Krotz, to move out of executive session at 6:56 pm to discuss personnel or legal matters for purposes specified in the open meeting law.</p>
Personnel Appointments	<p>Motion by Randa Harrington, seconded by Becky Backer, to approve the following personnel motions, as recommended by the Superintendent.</p>
K. Szwejbka	<p>Appointed Katherine Szwejbka who holds an Initial NYS Certificate permitting her to teach in grades 7-12, to the position of Secondary English Teacher in the English education tenure area for a probationary period of four years, to commence August 26, 2019 and to end August 26, 2023. Eligibility for tenure at the end of the probationary period is dependent on Miss Szwejbka receiving APPR ratings of Effective or Highly Effective in <u>3 of 4</u> 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 B with Master's credit, as outlined in the Belfast Teachers' Collective Bargaining Agreement.</p>
C. Struckmann	<p>Appointed Cynthia Struckmann to the position of Secondary Math Teacher in the Mathematics education tenure area for a probationary period of four years, to commence August 26, 2019 and to end August 26, 2023. Mrs. Struckmann holds math and physics certifications from Texas and Nebraska, which are states with reciprocity agreements with New York. Eligibility for tenure at the end of the probationary period is dependent on Mrs. Struckmann receiving APPR ratings of Effective or Highly Effective in <u>3 of 4</u> preceding years and no ineffective composite or overall ratings in the final year and completing all requirements to become certified to teach in New York via the reciprocity system. 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.</p>
J. Shepard	<p>Appointed Jasmine Shepard who is eligible for an Initial NYS Certificate permitting her to teach in grades PK-6, to the position of Special Education Teacher in the special education tenure area for a probationary period of four years, to commence August 26,</p>

2019 and to end August 26, 2023. Eligibility for tenure at the end of the probationary period is dependent on Miss Shepard 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 A, as outlined in the Belfast Teachers' Collective Bargaining Agreement.

J. Weaver

Appointed Jessica Weaver who holds an Initial NYS Certificate permitting her to work under the direct supervision of a teacher as a teacher assistant, to the position of Teacher Assistant in the teacher assistant tenure area for a probationary period of four years, to commence August 26, 2019 and to end August 26, 2023. Eligibility for tenure at the end of the probationary period is dependent on Mrs. Weaver 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 ½ step A, as outlined in the Belfast Teachers' Collective Bargaining Agreement.

M. Preston

Appointed Meredith Preston who holds an Initial NYS Childhood Education Certificate which will permit her to work under the direct supervision of a teacher as a teacher assistant, to the position of Teacher Assistant in the teacher assistant tenure area for a probationary period of four years, to commence August 26, 2019 and to end August 26, 2023. Eligibility for tenure at the end of the probationary period is dependent on Mrs. Preston 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 ½ step A, as outlined in the Belfast Teachers' Collective Bargaining Agreement.

Resignation

A. Bonning-Smith

Accepted Amy Bonning-Smith's letter of resignation from the position of Teacher's Assistant for purposes of retirement, effective August 31, 2019.

Leave request

Retroactively approved a leave for Jodie Morton from April 2-June 26, 2019.

Summer Workers

Approved the following people to work as summer cleaning staff:

- Full time July 1- August 23:
 - Marion Brundage
 - Sarah Miller
 - Jessica Buchholz
 - Alex Murns
 - Meredith Preston (will miss from 9-11:30 M-TH during summer recreation)
- Full time July 17-August 23:
 - Ann Krzos
- Full time July 1-August 9:
 - Junelle Shaw
 - Christian Lingenfelter (will miss for driver's education)
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Summer Lunch Program

Approved Lori Wilson to work in the cafeteria for the Summer 2019 lunch and snack program.

Summer BOCES Program

Approved Kim Ralyea to work as a summer bus monitor for the 2019 summer BOCES program.

Summer Bus driver Approved Kathleen Malota to work as a bus driver for the 2019 summer.

Advisors Approved Jessica Weaver and Lisa Denning to be co-advisors for the 2019-20 freshman class.

Approved Bruce Harrington to be the golf advisor for the 18-19 and 19-20 school years.

Coaching Approved the following BCS staff members to the identified coaching positions for the 2019-20 school year:

Position	Recommended Person
Boys' Varsity Soccer Coach	Mark Sullivan
Boys' Varsity Soccer Scorekeeper	Mary Beth Arnold
Boys' Varsity Soccer Timer	Lisa Denning
Boys' Modified Soccer Coach	Justine Tallman
Boys' Modified Soccer Scorekeeper	Brandi Mahon
Boys' Modified Soccer Timer	Lisa Denning
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	Joe McCumiskey
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	Dan Geyer
Varsity Baseball Coach	Derek Kenyon
Varsity Baseball Scorebook Keeper	Sandy Miller
Varsity Baseball Scoreboard Keeper	Mary Beth Arnold
Modified Baseball Coach	TBD
Modified Baseball Scorebook Keeper	Dan Geyer
Modified Baseball Scoreboard Keeper	Brandi Mahon
Girls' Varsity Soccer Coach	Jessica Weaver
Girls' Varsity Soccer Scorekeeper	Dan Geyer
Girls' Varsity Soccer Timer	Dixie Middaugh
Girls' Modified Soccer Coach	Duane Powers
Varsity Softball Coach	Mark Sullivan
Varsity Softball Scorekeeper	Lisa Denning
Varsity Softball Scoreboard Keeper	TBD
Modified Softball Coach	Sara Powers
Modified Softball Scorekeeper	TBD
Girls' Varsity Basketball Coach	Jim Schneider
Girls' Varsity Basketball Scorekeeper	Mark Sullivan
Girls' Varsity Basketball Timer	Brandi Mahon
Girls' Varsity Shot Clock Timer	Dixie Middaugh
Girls' JV Basketball Coach	TBD

Girls' JV Basketball Scorekeeper	Dan Geyer
Girls' JV Basketball Timer	Brandi Mahon
Girls' JV Shot Clock Timer	Dixie Middaugh
Girls' Modified Basketball Coach	Sandy Miller
Girls' Modified Basketball Timer	Brandi Mahon
Girls' Modified Basketball Scorekeeper	Liz Hamer
Varsity Cheerleading Coach	Sarah Powers

ADJOURNMENT

Motion by Becky Backer, seconded by Patricia Krotz, to adjourn the meeting at 7:10 p.m.