

Belfast Central School Board of Education Regular Meeting

Belfast Central School
Conference Room

Tuesday, November 13, 2018

5:30 P.M.

School Board Members Present:

Josie Preston, President, Randa Harrington, Vice President Becky Backer, Patricia Krotz, Dan Borden, Chris Enders (arrived at 5:50)

Members Absent: Cecy Curcio

District Personnel: Wendy Butler Ed. D, Superintendent, Robert Lingenfelter, District Treasurer, Gina Larrabee, District Clerk, Michael Roche, 5-12 Principal, Jessica Hess, Pre-K-4 Principal.

Others: Josh Hazelton, Elizabeth Hazelton, Catherine Jagodinski, Michelle Calanni, Nick Miller, Paula Vinter, Laura Brace, Daniel Geyer, Lindsey Weaver, Ashley and Tom Yackeran, Lego League students

Meeting Minutes

At 5:31 p.m., the President Josie Preston called the meeting to order. The Pledge of Allegiance was recited.

Additions/ Deletion

An agenda item to approve play directors was added.

Public Presentation

Lego League team demonstrations

Financial

Robert Lingenfelter presented the Treasurer's report, Budget Status and Revenue Status Reports, September warrants, and the October Internal Claims Audit report. Mr. Lingenfelter also presented the Corrective Action Plan, new financial reports, and the 2019-20 Budget calendar. Mr. Lingenfelter talked with the Board about the 65 and over tax exemption, and he gave the Board an overview of the positive effects the CEP grant is having on our students.

Team Leadership reports

Mike Roche updated the Board on the *Once Upon a Mattress* Musical and the Veterans Day program stating both were very well done and well attended. Mr. Roche also talked with board members about the upcoming Parent/teacher conferences.

Jessica Hess spoke about the Benchmark Assessment System, and the Leveled Literacy Intervention program. She spoke positively about BCS teachers' willingness to use these programs, as well as program successes that are already visible.

Dr. Wendy Butler and the Board discussed obtaining a 1000 point banner for our school. Dr. Butler updated the Board on the 2017 Capital Project including door and window upgrades. She also spoke with the Board about the 2018 Capital Improvement Project.

Consent Agenda

Motion by Becky Backer, seconded by Chris Enders, to adopt the following Consent Agenda Items as recommended by the superintendent:
Approved the minutes from the October 9, 2018 meeting.
Approved the minutes from the October 24, 2018 Special Meeting
Approved the Treasurer’s report dated September 2018.
Approved the CSE/ CPSE/ 504 committee recommendations as presented.

Policy Review

BCS POLICY REVIEW

Section 7000

Students

Attendance

- 1.1 Attendance Policy for Grades K-4, 5-8, and 9-12 - 7110
 - 1.1.1 Released Time of Students - 7111
- 1.2 Age of Entrance - 7120
 - 1.2.1 Screening of New School Entrants - 7121
- 1.3 Entitlement to Attend -- Age and Residency - 7130
 - 1.3.1 Education of Homeless Children and Youth - 7131
 - 1.3.2 Non-Resident Students - 7132
- 1.4 Involuntary Transfer of Students - 7140
- 1.5 Educational Services for Married/Pregnant Students - 7150
- 1.6 School Census - 7160
 - Bullying: Peer Abuse in the Schools - 7552.1

Board Action Items

Policy Adoption

Motion by Randa Harrington, seconded by Patricia Krotz, to adopt the following policies that were reviewed at the October 9, 2018 BOE meeting, as recommended by the superintendent.

Section 6000

PERSONNEL

ACTIVITIES

- 4.1 Maintaining Discipline and Conduct -6410
- 4.2 Employee Personnel Records and Release of Information - 6420
- 4.3 Employee Activities - 6430
- 4.4 Negotiations - 6440
- 4.5 Theft of Services or Property- 6450
- 4.6 Jury Duty - 6460
- 4.7 Staff Use of Computerized Information Resources - 6470
 - 4.7.1 Use of Email in the School District - 6471

COMPENSATION AND RELATED BENEFITS

- 5.1 Health Insurance - 6510

- 5.2 Workers' Compensation - 6520
- 5.3 Payroll Deductions - 6530
- 5.4 Defense and Indemnification of Board Members and Employees - 6540
- 5.5 Leaves of Absence - 6550
 - 5.5.1 Family and Medical Leave Act - 6551
- 5.6 Employee Assistance Program (EAP) - 6560
 - 5.6.1 Determination of Employment Status- Employee or Independent Contractor - 6560.1
 - 5.6.2 Professional Service Providers - 6561
 - 5.6.3 Employment of Retired Persons - 6562
- 5.7 Wellness Policy - 6570

New Required Policy

Motion by Chris Enders, seconded by Dan Borden, to adopt Policy 6121 Sexual Harassment of District Personnel and the accompanying Sexual Harassment Complaint Form, as recommended by the superintendent.

Capital Improvement Project Bond Resolution

Motion by Randa Harrington, seconded by Chris Enders,

A BOND RESOLUTION, DATED NOVEMBER 13, 2018, OF THE BOARD OF EDUCATION OF THE BELFAST CENTRAL SCHOOL DISTRICT, ALLEGANY COUNTY, NEW YORK (THE "DISTRICT") AUTHORIZING THE DISTRICT (1) TO UNDERTAKE AN APPROVED CAPITAL IMPROVEMENTS PROJECT, 2018 (THE "PROJECT") CONSISTING OF THE RECONSTRUCTION AND RENOVATION OF, AND THE CONSTRUCTION OF IMPROVEMENTS AND UPGRADES TO, VARIOUS DISTRICT BUILDINGS AND FACILITIES (AND THE SITES THEREOF) AT AN ESTIMATED MAXIMUM COST OF \$5,188,035; (2) TO EXPEND TOWARD THE PROJECT \$350,000 OF AVAILABLE DISTRICT FUNDS; AND (3) TO ISSUE SERIAL BONDS OR OTHER OBLIGATIONS OF THE DISTRICT (IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$4,838,035) TO FINANCE THE BALANCE OF THE ESTIMATED MAXIMUM COST OF THE PROJECT, AND DELEGATING THE POWER TO ISSUE BOND ANTICIPATION NOTES (IN ANTICIPATION OF THE SALE OF SUCH OBLIGATIONS) TO THE PRESIDENT OF THE BOARD OF EDUCATION OF THE DISTRICT.

WHEREAS, at the special meeting and vote of the qualified voters of the Belfast Central School District, Allegany County, New York (the "District"), that was held on October 23, 2018, a proposition (the "Proposition") was duly adopted authorizing the Board of Education of the District (the "Board") (1) to undertake, in general accordance with a referenced project plan, a Capital Improvements Project, 2018 (the "Project") consisting of the reconstruction and renovation of, and the construction of improvements and upgrades to, various District buildings and facilities (and the sites thereof), the purchase of original furnishings, equipment, machinery and apparatus required in connection with the purposes for which such buildings, facilities and sites are used, and all ancillary or related work required in connection therewith, including preliminary costs and costs incidental thereto and in connection with the financing thereof. all at an

estimated maximum cost of \$5,188,035, (2) to expend toward the Project \$350,000 of available District funds, and (3) to levy a tax to finance the balance of the estimated maximum cost of the Project, such tax to be collected in annual installments, with obligations of the District to be issued in anticipation thereof; and

WHEREAS, it is now desired to authorize the expenditure of up to \$5,188,035 for such purpose and to provide for the financing thereof in accordance with the Proposition;

NOW, THEREFORE,

BE IT RESOLVED, by the Board (by a favorable vote of at least two-thirds of all of the members of the Board), as follows:

Section 1. The class of objects or purposes to be financed pursuant to this resolution is the reconstruction and renovation of, and the construction of improvements and upgrades to, various District buildings and facilities (and the sites thereof), to implement various health, safety, accessibility and Code compliance measures required by the State Education Department in connection with any significant capital project and various other measures that are generally described in (but not to be limited by) the written plan for the Project that was prepared by the District (with the assistance of Clark Patterson Lee) and is on file with the District Clerk, and being subject to the possibility of reallocation, deletion, revision or supplementation, as provided in the public notice of the vote on the Proposition. The foregoing work shall include the purchase of original furnishings, equipment, machinery and apparatus required in connection with the purposes for which such buildings, facilities and sites are used, and all ancillary or related work required in connection therewith, including preliminary costs and costs incidental thereto and in connection with the financing thereof.

Section 2. The estimated maximum cost of such class of objects or purposes is determined to be \$5,188,035, which expenditure is hereby authorized. The plan for the financing of the Project is (1) to expend toward the Project \$350,000 of available District funds and (2) to issue up to \$4,838,035 of serial bonds or other obligations of the District that may be lawfully issued under the Local Finance Law (the issuance of which is hereby specifically authorized for the financing of the balance of the estimated maximum cost of the Project), with such amount to be offset by any federal, state, county and/or local funds received by the District for the Project. Unless paid from other sources or charges, such balance of the estimated maximum cost of the Project is to be paid by the levy and collection of taxes on all the taxable real property in the District to pay the principal of such bonds or other obligations, and the interest thereon, as the same shall become due and payable.

Section 3. It is hereby determined that the period of probable usefulness of the class of objects or purposes referred to in Section 1 hereof is 30 years, pursuant to subdivision 97 of paragraph a of Section 11.00 of the Local Finance Law.

Section 4. Subject to the provisions of this resolution and of the Local Finance Law, and pursuant to the provisions of Section 21.00 relative to the authorization of the issuance of bonds with substantially level or declining annual debt service, Section 30.00 relative to the authorization of the issuance of bond

anticipation notes and of Section 50.00, Sections 56.00 to 60.00, Section 62.00, Section 62.10, Section 63.00, and Section 164.00 of the Local Finance Law, the powers and duties of the Board pertaining or incidental to the sale and issuance of the obligations herein authorized, including but not limited to authorizing bond anticipation notes and prescribing the terms, form and contents and details as to the sale and issuance of the bonds herein authorized and of any bond anticipation notes issued in anticipation of such bonds, and the renewals of such notes, are hereby delegated to the President of the Board, as the chief fiscal officer of the District. Without in any way limiting the scope of the foregoing delegation of powers, the President of the Board, to the extent permitted by Section 58.00(f) of the Local Finance Law, is specifically authorized to accept bids submitted in electronic format for any bonds or notes of the District.

Section 5. The District's prior authorization (on August 14, 2018) of the temporary use of available funds of the District not immediately required for the purpose or purposes for which the same were borrowed, raised or otherwise created, pursuant to Section 165.10 of the Local Finance Law, for the purpose or purposes described in Section 1 of this resolution, is hereby reaffirmed. The District reasonably expects to reimburse any such expenditures (to the extent made after the date hereof or within 60 days prior to the earlier of (1) August 14, 2018 or (2) any earlier expression by the District of its intent to reimburse expenditures for the Project or any earlier iteration of the Project) with the proceeds of the obligations authorized by Section 2 of this resolution (or with the proceeds of any bond anticipation notes issued in anticipation of the sale of such obligations). This resolution shall constitute a reaffirmation of the District's "official intent" to reimburse the expenditures authorized by Section 2 hereof (or expenditures for any earlier iteration of the Project) with such proceeds, as required by United States Treasury Regulations Section 1.150-2.

Section 6. Each of the obligations authorized by this resolution, and any notes issued in anticipation of the sale of such obligations, shall contain the recital of validity as prescribed by Section 52.00 of the Local Finance Law, and such obligations shall be general obligations of the District, payable as to both principal and interest by a general tax upon all the taxable real property within the District, without limitation as to rate or amount (subject to certain statutory limitations imposed by Chapter 97 of the 2011 Laws of New York). The faith and credit of the District are hereby irrevocably pledged for the payment of the principal of and interest on such obligations, and provision shall be made annually in the budget of the District by appropriation for (1) the amortization and redemption of any such obligations to mature in such year and (2) the payment of interest on any such obligations to be due and payable in such year.

Section 7. The President of the Board is further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the obligations authorized by this resolution, and any notes issued in anticipation thereof, 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 may designate the obligations authorized by this resolution, and any notes issued in anticipation thereof, as "qualified tax-exempt obligations" in accordance with Section 265(b)(3) of the Code.

Section 8. The President of the Board is further authorized to enter into a continuing disclosure agreement with the initial purchaser of the obligations

authorized hereunder (or any bond anticipation notes issued in anticipation of the sale of such obligations), containing provisions that are satisfactory to such purchaser in compliance with the provisions of Rule 15c2-12, as promulgated by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934, as amended.

Section 9. 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 10. The District Clerk is hereby authorized and instructed to publish this resolution, or a summary thereof, together with a notice in substantially the form provided by Section 81.00 of the Local Finance Law, in the official newspaper(s) of the District, or if no newspaper(s) have been so designated, then in a newspaper having general circulation in the District, which newspaper shall be designated by the Board in a separate resolution. The validity of the obligations authorized hereby, or of any bond anticipation notes issued in anticipation of the sale of such obligations, may be contested only if:

(1) (a) such obligations are authorized for an object or purpose for which the District is not authorized to expend money, or

(b) the provisions of law which should be complied with at the date of publication of this resolution (or a summary thereof) are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within 20 days after the date of such publication; or

(2) such obligations are authorized in violation of the provisions of the Constitution of New York.

Section 11. This resolution is effective immediately and shall be placed in the official minutes of the Board as an official action of the Board. The resolution was thereupon declared duly adopted.

Over 65 Tax Exemption

Motion by Randa Harrington, seconded by Patricia Krotz, to approve the proposed school tax exemption for District residents who are over 65 years old, as recommended by the superintendent.

Architect Contract

Motion by Patricia Krotz, seconded by Randa Harrington, to approve a contract with Clark Patterson Lee for architect services for the capital improvement project that was passed on October 23, 2018, pending review by the school's attorney, as recommended by the superintendent.

Surplus Van

Motion by Becky Backer, seconded by Randa Harrington, to declare the specified piece of equipment as surplus to be sold and/or discarded, as recommended by the superintendent.

2008 Chevy Uplander

VIN# 1GN DU23118D156338

Miles 129,453

FOCUS ON LEARNING

Wendy Bulter talked with the board about *Hillbilly Elegy* by J.D. Vance.

PERSONNEL

Motion by Chris Enders, seconded by Randa Harrington, to approve the following personnel motions, as recommended by the Superintendent.

Athletic appointments

Approved the following athletic appointments for the 18-19 school year:

Liz Hamer

Girls' Modified Basketball Bookkeeper

Sandy Miller

Boys' Modified Basketball Bookkeeper

Dan Geyer

Girls' Varsity Basketball Bookkeeper

Johnnie Wilson

Varsity Softball Coach

Wendy Butler

Supervisor of Athletics

Mary Paulsen

Amy Smith

JD Struckmann

Joanne Ross

Chaperones for basketball home games

Instructional Substitutes

Approved the following instructional substitutes for the 2018-19 school year:

- Courtney Gadley
- Cynthia Struckmann
- Genevieve Hartman
- Katherine Vanorskie
- Steven Flower

Non-instructional Substitute

Approved the following non-instructional substitutes for the 2018-19 school year:

- Lisa Elliott

P. Gughicello

Appointed Patty Gughicello to the civil service position of Custodian effective July 1, 2018. There is a one-year probationary period beginning July 1, 2018 and concluding June 30, 2019. She has passed the Allegany County Civil Service exam and qualified for the position under the rule of three. The rate of pay shall be \$10.40/hour, for the 2018-19 school year, with benefits as outlined in the School Related Personnel Collective Bargaining agreement.

A. Murns

Appointed Alex Murns to the civil service part-time position of Cleaner effective November 14, 2018, pending fingerprint clearance. The rate of pay shall be \$10.40/hour, for the 2018-19 school year, as outlined in the School

Related Personnel Collective Bargaining agreement.

Unpaid leave

Approved unpaid leave for MaryAnne Majoros for January 2-4, 2019.

Basketball assistant

Approved Isaaah Leiseur to be a volunteer basketball assistant.

Co-Play directors

Approved Teresa Heaney and Charlotte Marsh to be co-directors of the play.

Executive Session

Motion by Randa Harrington, seconded by Becky Backer, to move into executive session at 6:43pm to discuss personnel or legal matters for purposes specified in the open meeting law.

Wendy Butler joined executive session at 7:04pm.

Motion by Patty Krotz, seconded by Becky Backer, to move out of executive session at 7:58 pm to discuss personnel or legal matters for purposes specified in the open meeting law.

Additional Personnel

Motion by Patty Krotz, seconded by Becky Backer, to approve the following personnel motions, as recommended by the Superintendent.

Approved the corrected graduate credit pay for Catherine Jagodzinski retroactive for two years.

Correct the managerial/ confidential contract with regard to the FLEX plan.

ADJOURNMENT

Motion by Becky Backer, seconded by Patty Krotz, to adjourn the meeting at 7:59pm.

*Respectfully Submitted,
Dina Lamabe
District Clerk*