

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

**November 13, 2018**

**5:30 P.M.—Room 130**

Attendance Board of Education: \_\_\_ Ms. Becky Backer  
\_\_\_ Mr. Dan Borden  
\_\_\_ Mrs. Cecy Curcio  
\_\_\_ Mr. Chris Enders  
\_\_\_ Mrs. Randa Harrington  
\_\_\_ Mrs. Patti Krotz  
\_\_\_ 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  
\_\_\_ Mr. Morgan, Director of Educational Technology and Information Systems  
  
Other(s):

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

**1.0 ADDITIONS OR DELETIONS TO THE AGENDA**

1.1 Additions or deletions to the agenda

**2.0 PUBLIC COMMENT/ PRESENTATION**

2.1 Lego League team demonstrations

**3.0 FINANCIAL**

- 3.1 Treasurer's report
- 3.2 Budget Status and Revenue Status Reports
- 3.3 October warrants
- 3.4 Internal Claims audit report
- 3.5 Corrective action plan
- 3.6 New financial reports
- 3.7 19-20 Budget calendar
- 3.8 CEP grant update
- 3.9 Over 65 tax exemption

**4.0 LEADERSHIP REPORTS**

- 4.1 Mr. Roche
  - Musical
  - Veterans' Day program
  - Parent/teacher conferences

4.2 Mrs. Hess

- Benchmark Assessment System update
- Leveled Literacy Intervention program update

4.3 Dr. Wendy Butler, Superintendent

- 1,000 Point Basketball Scorers Banner
- 2017 Capital Improvement Project update
- 2020 Capital Improvement Project design update

**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 October 9, 2018 meeting.
2. Approve the minutes from the October 24, 2018 Special Meeting
3. Approve the Treasurer’s report dated September 2018.
4. Approve the CSE/ CPSE/ 504 committee recommendations as presented.

**6.0 BCS POLICY REVIEW**

Section 7000 STUDENTS

Number

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	<b>Age of Entrance .....</b>	<b>7120</b>
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
	<b>Bullying: Peer Abuse in the Schools .....</b>	<b>7552.1</b>

**7.0 BOARD ACTIONS**

7.1 Policy Adoption

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the following policies that were reviewed at the October 9, 2018 BOE meeting, as recommended by the superintendent.

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

Section 6000

PERSONNEL

Number

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	<b>Use of Email in the School District .....</b>	<b>6471</b>

**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

7.2 New Required Sexual Harassment Policy

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt Policy 6121 Sexual Harassment of District Personnel and the accompanying Sexual Harassment Complaint Form, as recommended by the superintendent.**

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

7.3 CIP Bond Resolution

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_,**

**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 question of the adoption of the foregoing bond resolution was duly put to a vote, which resulted as follows:

BOE Meeting	Vote		
	Aye	Nay	Absent
Becky Backer			
Dan Borden			
Cecy Curcio			
Chris Enders			
Randa Harrington			
Patty Krotz			
Josie Preston			

The resolution was thereupon declared duly adopted.

7.4 Over 65 Tax Exemption

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the proposed school tax exemption for District residents who are over 65 years old, as recommended by the superintendent.**

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

7.5 Architect Contract

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve a contract with Clark Patterson Lee for architect services for the capital improvement project that was passed on October 23, 2018, as recommended by the superintendent.**

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

**8.0 FOCUS ON LEARNING/ BOE QUESTIONS**

8.1 Hillbilly Elegy

**9.0 PERSONNEL**

9.1 Personnel Motions

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

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

- a. To approve 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 Stuckmann Joanne Ross	Chaperones for basketball home games

- d. To approve the following instructional substitutes for the 2018-19 school year:
- Courtney Gadley
  - Cynthia Struckmann
  - Genevieve Hartman
  - Katherine Vanorskie
  - Steven Flower
- e. To approve the following non-instructional substitutes for the 2018-19 school year:
- Lisa Elliott
- f. To appoint Patty Gughiocello 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.
- g. To appoint Alex Murns to the civil service part-time position of Cleaner effective November 14, 2018, pending finger print 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.
- h. To approve unpaid leave for MaryAnne Majoros for January 2-4, 2019.

**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