BELFAST CENTRAL SCHOOL

BOARD OF EDUCATION AGENDA

REORGANIZATION MEETING

July 14, 2020

5:30 P.M.—gym

Attendance	Board of	Education:	Ms. Bec Mrs. Cec Mrs. Rat Mrs. Jos	cy Curci nda Hari	o rington	Mr. C	an Borden hris Enders Patti Krotz	
		Personnel:	Mrs. Gin Mr. Bob Mrs. Jes Mr. Rich Mr. Jim	na Larra Lingen sica Hes & Bull, 5 Schneid		k Ianager I/ Director of Fransportation	Pupil Services / Buildings and Grounds and Information System	
	Other(s):							
Clerk of the E Pledge of All	egiance	-						
1.0 ELECTION OFFICERS/ OA OF OFFICE		Nominatio			ninations for Pres Motion made b	y:	Seconded by: Accepted / Rejected	
	1.2	Clerk of the Nomination			ninations for Vice Motion made by Aye	y:	Seconded by: Accepted / Rejected	
	1.3	• Pr • Vi	he Board adm esident ce President perintendent	inisters	the Oath of Offic	e to:		

2.0 PUBLIC COMMENT/ PRESENTATION 2.1 Additions or deletions to the agenda

2.2 Capital project update

- **3.0 FINANCIAL** 3.1 Treasurer's report
 - 3.2 Budget Status and Revenue Status Reports
 - 3.3 May warrants
 - 3.4 Internal Claims audit report
 - 3.5 June Budget Status/ Fund Balance
 - 3.6 CEP Grant

4.0 LEADERSHIP REPORTS

4.1 Mr. Rick Bull, 5-12 Principal

- Class Advisor Handbook
- Faculty Handbook

4.2 Mrs. Jessica Hess, PK-4 Principal/ Director of Pupil Services

- Annual Special Education Report
- Summer special education program
- 4.3 Dr. Wendy Butler, Superintendent
 - District Plans for 20-21
 - Dual sports participation
 - Update on Fall 2020

 5.0 CONSENT AGENDA
 5.0
 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 June 2, 9, and 17, 2020 meetings.
- 2. Approve the Treasurer's report dated May 2020.
- 3. Approve the Class Advisor Handbook for the 20-21 school year
- 4. Approve the Annual Special Education Report for the 2019-20 school year
- 5. Upon the recommendation of the Superintendent, approve the CSE/ CPSE/ 504 committee recommendations as presented.
- 6. Approve the District Safety Plan for the 20-21 school year
- 7. Approve the District AIS Plan for the 20-21 school year
- 8. Approve the District Professional Development Plan for the 20-21 school year
- 10. Approve the Teacher Aide Handbook for the 20-21 school year
- 11. Approve the Faculty Handbook for the 20-21 school year
- 12. Approve the RTI Handbook for the 20-21 school year
- 13. Approve the Faculty/Staff Handbook for the 20-21 school year

6.0 BOARD 6.1 Annual Appointments

ACTIONS

Motion by ______, seconded by ______, to adopt the following Consent Agenda for Annual Appointments for the 2020-21 school year, as recommended by the superintendent:

Vote:	Aye	Nay	Accepted	l / Rejected
A	ppointed Position		Person/ People	Compensation (if applicable)
19A Bus drive	r certifier		Nick Miller	\$1,361.44
Access Public	Records Officer		Gina Larrabee	Contractual
Adopter Free &	& Federal Lunch		Robert Lingenfelter	Contractual
Anti-Harassme	ent Officer		Teresa Heaney	Contractual
Asbestos Desig	gnee		James Schneider	Contractual
Attendance Of	ficer		Rick Bull	Contractual
Auditor Extra-	Curricular		Rick Bull	Contractual
Authorization	to sign checks		Wendy Butler	Contractual
Authorized Ele	ectronic Check Signa	tures	Robert Lingenfelter Wendy Butler Robert Lingenfelter	Contractual

Board Clerk Budget Transfers Officer Chemical Hygiene Officer Chief Faculty Counselor Chief Fiscal Officer Chief Information Officer Clerk Pro Tem (in the absence of the District Clerk)	Gina Larrabee Wendy Butler Carrie Flanagan-Watson Rick Bull Wendy Butler Wendy Butler Wendy Butler Wendy Butler	\$2,639.65 Contractual Contractual Contractual Contractual Contractual Contractual
Data Protection Officer Deputy Treasurer Designated educational official to receive court notification regarding a student's sentence/ adjudication in criminal cases and juvenile delinquency proceedings	Wendy Butler Wendy Butler Rick Bull	Contractual Contractual Contractual
Dignity Act Coordinator	Teresa Heaney Jessica Hess	Contractual
District Treasurer Election Inspectors/ Workers for 20-21 district voting and the annual meeting	Kayloni Dziedzic Patricia Oliver Becky Stanton Shari Collins Norleen Enders Peggy Watts Lana Mackmer Betty Weaver Rita Crouch Kathryn Garrison	Contractual
Federal Funds Comptroller	Robert Lingenfelter Robert Lingenfelter	Contractual Contractual
Federal Lunch Supervisor Hearing Officer	Pam Kirkwood Dina Allen Lonnie Farrington	Contractual
Hearing official for participation in the federal child nutrition program	Wendy Butler	Contractual
Internal Claims Auditor	Carolyn Burr	\$3,000
Investment Funds Designee	Robert Lingenfelter	Contractual
Liaison of Homeless Children	Teresa Heaney	Contractual
Payroll Certification Officer	Wendy Butler Rick Bull	Contractual
Pesticide Officer	James Schneider	Contractual
Petty Cash Accountant	Gina Larrabee	Contractual
Purchasing Agent	Wendy Butler	Contractual
	Robert Lingenfelter	
Reviewing official for participation in the federal child nutrition program	Mary Enders	Contractual
School Attorney	Hodgson/ Russ	Fee based on usage
School Auditors	BWB	\$10,250
School Physician/ Medical Director	Dr. Zahi Kassas	Contractual
Substance Use Services coordinator	Teresa Heaney	Contractual
Substitute Caller	Gina Larrabee	\$4500
Tax Collector	Robin Owens	\$2,318.04
Title IX/ 504/ ADA Compliance Officers	Jessica Hess	Contractual

	Teresa Heaney	
Treasurer Extra-Curricular	Kayloni Dziedzic	Contractual
Verification official for participation in the	Mary Enders	Contractual
federal child nutrition program		
Working Paper Designee	Teresa Heaney	Contractual

6.2 Annual BOE Committee Appointments

Motion by ______, seconded by ______, to appoint the following Board of Education Committee members for the 2020-21 school year, as recommended

by the superintendent:

II.	super intendent:			
	Vote: Aye	Nay Accepted / Rejected		
	Committee	BOE Committee Representative(s)		
	Audit Committee	Randa Harrington & Cecy Curcio		
	Building and Grounds Committee	Dan Borden, Chris Enders & Patricia Krotz		
	Delegate to the Allegany-Cattaraugus	Josie Preston		
	Association of School Boards	Alternate- Randa Harrington		
	Negotiations	Becky Backer, Cecy Curcio, Randa		
		Harrington		
	Policy Review Committee	Cecy Curcio		
	Voting delegate to the NYS School	Cecy Curcio		
	Boards Convention	Alternate- Becky Backer		
	Athletics	Chris Enders, Dan Borden, Randa		
		Harrington		

6.3 Annual Financial Designations

Motion by ______, seconded by ______, to adopt the following Consent Agenda for Financial Operations for the 2020-21 school year, as recommended by the superintendent:

Vote:	Aye	Nay	Accepted / Rejected		
Designated	• Five Star Bank (Depository)			
Banks	Community Ban	k NA (Depository	v)		
	•	As the need arises	• •		
Bank Accounts	Account	Bank	Account Number	Amount	
	Capital Fund Savings	Community Bank	*****6547	\$500,000.00	
	Debt Service	Community Bank	*****6570	\$75,000.00	
	Employees Benefit Accrued Liability Reserve	Community Bank	*****6539	\$360,000.00	
	Extracurricular	Community Bank	*****2698	\$60,000.00	
	General Checking	Community Bank	*****2755	\$1,500,000.00	
	Mandatory Debt Service Reserve	Community Bank	*****6554	\$300,000.00	
	Payroll	Community Bank	*****2706	\$350,000.00	
	Public Library	Community Bank	*****9325	\$200,000.00	
	Public Library Capital	Community Bank	*****9333	\$10,000.00	
	Repair reserve	Community Bank	*****2800	\$35,000.00	
	Reserve for retirement Contributions	Community Bank	*****2792	\$200,000.00	
	School Lunch	Community Bank	*****2748	\$40,000.00	
	Teachers' Retirement Reserve	Community Bank	*****4323	\$65,000.00	
	Trust & Agency	Community Bank	*****2730	\$350,000.00	
	Trust Expendable	Community Bank	*****6562	\$25,000.00	
	Unemployment Reserve	Community Bank	*****2784	\$25,000.00	
	Workers Compensation Reserve	Community Bank	*****2883	\$40,000.00	

Check Images	• authorize the acceptance of scanned check images to be considered the equivalent of original checks for the purpose of record keeping and auditing requirements
Warrants	 approve exceptional payments between warrants for the following types of payments: utilities, postage/freight (UPS, etc.), and fingerprinting
Health	• appoint the Business Official as the delegate, and the Superintendent as the
Insurance	alternate delegate to the Board of Directors of the Allegany Cattaraugus Schools Medical Health Plan
Petty Cash	• approve the petty cash fund in the amount of \$100 and extra-curricular petty cash fund in the amount of \$100
Mileage	• approve mileage rate to be established by the IRS (<i>currently 57.5 cents per mile</i>)
Professional	• authorize the Superintendent to approve all conferences and workshops
Conferences	
Grants	 authorize the school District to apply for all federal and state grants
Revenue Anticipation Notes	• delegate the power to the President of the Board to authorize the issuance and sale of revenue anticipation notes in anticipation of the collection of revenues to be received as state aid by the school district from the State of New York during an emergency situation whereby the Board would not be convening in a timely manner
Annual New	vspaper Designation

Motion by ______, seconded by ______, to designate the Olean Times Herald as the official school newspaper for the 2020-21 school year, as recommended by the superintendent.

Vote: _____ Aye _____ Nay Accepted / Rejected

6.5 BOE Regular Board Meetings

Motion by ______, seconded by ______, to approve the regular board meeting day(s) and time(s) for the 2020-21 school year as the second Tuesday of the month at 5:30 p.m. except for the months of August, April and May. There will not be a meeting in August. The April meeting will be the third Tuesday in April (to allow for the BOCES budget vote and election) at 5:30 p.m.. In May, the BOE will meet on the second Tuesday of the month at 5:30 and third Wednesday in May at 4:00 p.m. to accept the Belfast budget results, as recommended by the superintendent.

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Vote: _____ Aye _____ Nay Accepted / Rejected
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6.6 District Policies

6.4

 Motion by ______, seconded by _____, to approve re-adoption of all present policies for the 2020-21 school year, as recommended by the superintendent.

 Vote:
 Aye
 Nay
 Accepted / Rejected

6.7 Conflict of Interests

Motion by ______, seconded by ______, to declare conflicts of interest as per the code of ethics policy for the 2020-21 school year, as recommended by the superintendent.

Vote: _____ Aye _____ Nay Accepted / Rejected

6.8 Special Education

Motion by ______, seconded by ______, to approve CSE/CPSE committee members as follows for the 2020-21 school year, as recommended by the superintendent:

Aye	Nay	Accepted / Rejected
Chairperson: Jessica Hess Substitute Chairperson (if	 Guidance Counselor School Psychologist 	Members
J	Chairperson: Jessica Hess Substitute	Chairperson: Jessica Hess Substitute • Guidance Counselor

	necessary): School Psychologist	 School Doctor Special Education Teach General Education Teach Related Service Personn Parents/ Guardians of the Parent Member – TBD Student (as appropriate) 	el as appropriate
Committee on Preschool Special Education	Chairperson: Jessica Hess Substitute	Guidance Counselor	Members
	Chairperson (if necessary): School	School Psychologist	
	Psychologist	School DoctorMember of the Evaluation	n Team
			er of the Student (if applicable)
		General Education Teach	
		Related Service Personn	
		 Parents/ Guardians of the Parent Member – TBD 	e Student
			for the municipality charged with school child
Sub Committee on Special Education and Preschool Special Education	Chairperson: Jessica Hess		Members
Education	Substitute	• Parents of student	
	Chairperson (if necessary): School	Regular Education Teach	
	Psychologist	Special Education Teach	
			I District who is knowledgeable about rriculum and availability of resources
		of the school	incurum and availability of resources
		• School Psychologist if a	psychological evaluation will be
			rogramming requiring a more
		restrictive classroom env	
		 Individual who can inter evaluation results 	pret the instructional implications of
		Related Service Personn	el as appropriate
5.9 Special Edu	cation Service F	Providers	
1		nded by	, to authorize the
Superintendent to	enter into cont	racts with service provid	lers to obtain special education
services per indivio superintendent:	dual student IE	CPs for the 2020-21 schoo	l year, as recommended by the
Vote:	Aye	Nay	Accepted / Rejected
5.10 Professional	Conferences		
Motion by	, seco	nded by	, to authorize the
-		-	s for District personnel for the
		nded by the superintend	
Vote:	Aye	Nay	Accepted / Rejected
-	ent Professional	-	to authorize the
Motion by	, seco	nded by	
Motion by Superintendent to	, second attend and aut	nded by horizes the District to pa	y for any associated expenses
Motion by Superintendent to for attendance at N	, secon attend and aut NYSCOSS and	nded by	
Iotion by uperintendent to or attendance at N orkshops/ confer	, secon attend and aut NYSCOSS and ences for the 20	nded by horizes the District to pa	y for any associated expenses s well as local professional

6.12 School Board Professional Development Motion by ______, seconded by ______, to authorize members of the Belfast Central School Board of Education to attend and authorizes the District to pay for any associated expenses for attendance at NYSSBA conferences, as well as local professional workshops/ conferences for the 2020-21 school year, as recommended by the superintendent. Vote: _____ Aye _____ Nay Accepted / Rejected 6.13 Combined Athletic Teams Motion by _____, seconded by _____, to approve the identified merged athletic teams for the 2020-21 school year, as recommended by the superintendent. • Belfast and GV- Girls' Varsity and modified Volleyball (GV to host) • Belfast and GV- Track and Field (GV to host) Vote: _____Aye _____Nay Accepted / Rejected 6.14 Designation of Regular Bus Runs Motion by ______, seconded by ______, to designate regular and extra bus runs for the 20-21 school year as recommended by the superintendent. • Regular bus runs: • Bus #20 route currently driven by Ted Gordon • Bus #74 route currently driven by Rob Judd • Bus #79 route currently driven by Joel Evens • Bus #21 route currently driven by Dixie Middaugh • Bus #80 route currently driven by Wade Marsh • Bus #75 route currently driven by Kathleen Malota (SP/ED GVCS + Wellsville + Houghton Academy) • Extra bus runs: a bus runs:
Amish White Creek
Amish Peavey Rd.
Elm street
BOCES AM
BOCES mid-day
Field trips • Mid-day Pre-K _____Nay Accepted / Rejected Vote: _____ Aye 6.15 Out of District Students Motion by ______, seconded by ______, to approve the out-of-district application for the 2020-21 school year, as recommended by the superintendent. • Garrett Nichols • Micaylah Mages Carley Manning • William Manning Vote: _____ Aye _____ Nay Accepted / Rejected 6.16 Policy Adoption Motion by ______, seconded by ______, to adopt Policy 5676 Privacy and Security for Student Data and Teacher and Principal Data as reviewed at the June 9, 2020 BOE meeting, as recommended by the Superintendent. Vote: _____ Aye _____ Nay Accepted / Rejected 6.17 Awarding of Bids for Services Motion by ______, seconded by ______, that the Board of Education

of the Belfast Central School is accepting and approving sealed bids that were opened on

follows:					
Service	Ver	ndor Name	Recon	nmended Accepted Bid	
Backflow Preventer	Robert C	ummins	\$80 per device (6x80= \$480/year)		
Testing					
Boiler Maintenance	Postler &	z Jaeckle Corp.	\$5,727 (\$107 per ho	our for repairs)	
Bus Lift Inspection		orporation	\$678 per year with 4 two, \$733.32 year th	4% annual increase (\$705.12 year nree)	
Catch Basins & Septic Tank Pumping	Zuech's	Septic Service	Catch basin- \$1,075 Septic Tank- \$2,625		
Elevator Maintenance & Inspection	Otis Elev	vator		2) dumbwaiters - \$885.00 per	
Fire Extinguisher &	Ganoung	's Fire		spections - \$6.00 per fire	
Cafeteria Suppression	Protectio		extinguisher	spections - \$0.00 per me	
Calcienta Suppression	Tioteeno	11	Six-year maintenand	ce - \$18	
			Hydrotest of DC ext		
				xtinguisher - \$16 plus refill	
				on system inspection - \$75 per	
			inspection	I I I I I I I I I I I I I I I I I I I	
				ed annually - \$6.00 each	
Generator Maintenance	Penn Pov	wer Systems		nance (2 x per year) - \$982 per visit	
			Load testing (1 x pe	r year) – included in above price	
			Visual inspection (1	x per year) - \$590	
Overhead Door	Twin Tie	ers Overhead	Preventative Mainte	enance - \$40 per door	
Preventive Maintenance	Doors, Ir	nc.	Discount % off part		
			Labor - \$80 per hou		
			Service call fee - \$1		
Fire Safety Door		ers Overhead	\$75 per door, Servic	ce call \$150	
Inspection	Doors, Ir				
Trash Collection	Casella V		\$9,144.96 per year		
	-	nent of NY, Inc.			
	Vote:	Aye	Nay	Accepted / Rejected	
6.18 Tax Rate					
Motion by	S	econded by	to	approve the tax rate of	
\$15.074834 por \$1.0	, 5	cconaca by	, w	r, as recommended by the	
	00 01 4556		20-21 School yea	i, as recommended by the	
superintendent.					
	Vote:	Aye	Nay	Accepted / Rejected	
Appointments					

June 22, 2020, for three year agreements, as recommended by the superintendent as follows:

PERSONNEL

7.0

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

- Vote: Ave ____ Nay Accepted / Rejected To appoint Kayloni Dziedzic to permanent position of District Treasurer effective July 1, 1 2020, after successfully completing a one-year probationary position.
- To permanently appoint Tammy Dahill to the position of teacher aide effective August 2 20, 2020.
- 3 To permanently appoint Sarah Noniewicz to the position of teacher aide effective August 20, 2020.
- 4 To permanently appoint Kristina Gould to the position of teacher aide effective August 20, 2020.
- 5 To permanently appoint Jessica Buchholz to the position of teacher aide effective August 20, 2020.
- 6 To recommend the following people to work in the 2020 summer special education program:

- Jasmine Shephard- teacher
- Tammy DaHill- teacher aide/ bus monitor
- Riley Fuller-Gosper- teacher aide
- Kathleen Malota- bus driver
- 7 To approve the following chaperones for Fall athletic events:
 - Alex Minnick
 - JD Struckmann
 - Katie Szwejbka

8 To approve the following certified instructional substitutes for the 20-21 school year: Substitute Certification

- Cynthia Incognito
- Darice Mullen
- Morgan Triscari
- Sabrina Bentley

- To approve the following non-certified instructional substitutes for the 20-21 school year:
 - Jacob Cole

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- MacKenzie Hamer
- Kim Ralyea
- Pamela Litchner
- Joseph Dahill •
- Erica Torey
- Ashley Schultz
- Carla Chamberlain
- Shannon Collins
- Rebecca Messer
- 10 To approve the following non-instructional substitutes for the 20-21 school year:
 - Heidi Ellsessor
 - Sarah Miller •
 - Kim Ralyea
 - Jennifer Blocho
 - MacKenzie Hamer
 - Pam Litchner
 - Amy Davison
 - Sara Brundage (custodian, café)
 - Jim Allen (Custodial)
 - Kevin Borden (bus)

- Bonnie Barber (bus)
- Laura Duvall
- Carla Chamberlain
- Joleen Middaugh
- Morgan Hamer
- Becca Ellsessor
- Ashley Schultz
- Kayla Caiazza
- Lisa Elliott
- Shannon Collins
- To approve assigning up to 20 minutes extra per day for monitoring for teacher aides, as 11 needed.

8.0 EXECUTIVE	Motion by	, seconde	ed by	, to me	, to move into executive	
SESSION	session at		personnel or l	egal matters fo	r purposes specified	
	in the open me	eting 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.

Accepted / Rejected Vote: _____Aye _____Nay

- Elementary Education
- Elementary Education
- Elementary Education; Special Education

Heidi Ellsessor

• Joleen Middaugh

Morgan Hamer

Matt Trowbridge

Sarah Marsh

Ryan Cool

• Kayla Caiazza

Laura Duvall

• Becca Ellsessor

- MS/HS Math
- MS/HS Social Studies
- Joan Krane

9.0	Motion by	, seconded by	, to adjourn the meeting at
ADJOURNMENT	•		

Vote: _____ Aye _____ Nay Accepted / Rejected