

**BELFAST CENTRAL SCHOOL BOARD OF EDUCATION
OFFICIAL MINUTES**

Date: July 12, 2011
Where Held: Auditorium
Time: 6:34 p.m.

Kind of Meeting: Reorganizational Meeting
Presiding Officer: Richard Hull, Jr.

MEMBERS PRESENT: Mark Alessi, Cecy Curcio, Chris Enders, Randa Harrington, Richard Hull, Jr., Janine Preston, Lisa Wuersig
MEMBERS ABSENT: None
OTHERS PRESENT: Judy May, Superintendent/K-4 Principal, Michael Roche, 5-12 Principal/Curriculum Coordinator, Robert Lingenfelter, District Treasurer, Eileen Ostrander, District Clerk

At 6:30 p.m., the Clerk of the Board called the meeting to order. The Pledge of Allegiance was recited. The Clerk of the Board administered the Oath of Office to Board member Randa Harrington upon her re-election to the Board of Education.

Oath of Office

The Clerk of the Board called for nominations for President of the Board of Education. Cecy Curcio nominated Richard Hull, Jr. Janine Preston seconded the nomination. There were no other nominations, thereby, Mark Alessi motioned, seconded by Cecy Curcio, to close nominations and the Clerk cast a unanimous ballot for Richard Hull, Jr., for Board of Education President. Carried 7-0 The Clerk of the Board administered the Oath of Office to President Hull.

President Nominations

President Hull called for nominations for Vice President of the Board of Education. Janine Preston nominated Mark Alessi, Lisa Wuersig seconded the nomination. There were no other nominations thereby Randa Harrington motioned, seconded by Cecy Curcio to close nominations and the Clerk cast a unanimous ballot for Mark Alessi for Board of Education Vice President. Carried 7-0 The Clerk of the Board administered the Oath of Office to Mr. Alessi.

Vice President Nominations

Motion by Lisa Wuersig, seconded by Randa Harrington, that the Board of Education of the Belfast Central School approve the minutes of the June 14, 2011 regular meeting. Carried 7-0

Minutes

Lisa Wuersig made the motion, seconded by Janine Preston, that the Board of Education of the Belfast Central School approve the minutes of the June 28, 2011 regular meeting. Carried 7-0

Principal Roche presented the attendance percentage for the last year as 94.13%.

Attendance

Mrs. May distributed information on the property tax cap

Tax Cap

Randa Harrington made the motion, seconded by Cecy Curcio, that the Board of Education of the Belfast Central School remove from the table the adoption of the student handbook for the 2011-2012 school year. Carried 7-0

Student Handbook

Motion by Randa Harrington, seconded by Cecy Curcio, that the Board of Education of the Belfast Central School approve the adoption of the student handbook for the 2011-2012 school year. Carried 7-0

Motion by Lisa Wuersig, seconded by Janine Preston, that the Board of Education of the Belfast Central School approve annual appointments as follows:

School Physician	Zahi Kassas, M.D.	\$3,500	Annual Appointment
Board Clerk	Eileen Ostrander	\$2,840	
Tax Collector	Robin Owens	\$2,003	
Auditor Extra Curricular	Winifred Hettinger	Contractual	
Chief Faculty Counselor	5-12 Principal	Contractual	
District Treasurer	Robert Lingenfelter	Contractual	
Deputy Treasurer	Superintendent	Contractual	
Treasurer Extra Curricular	Robin Owens	Contractual	
Federal Lunch Supervisor	District Treasurer	Contractual	
Investment Funds Designee	District Treasurer	Contractual	
Adopter Free & Fed. Lunch	District Treasurer	Contractual	
Federal Funds Comptroller	District Treasurer	Contractual	
School Attorney	Hodgson/Russ	Fee based on usage	
School Auditors	R.A. Mercer & Co.	\$9,320	
Access Public Records Officer	District Clerk	Contractual	
Petty Cash Accountant	Eileen Ostrander	Contractual	
Purchasing Agent	Superintendent & Treasurer	Contractual	
Payroll Certification Officer	Superintendent & 5-12 Principal	Contractual	
Budget Transfers Officer	Superintendent	Contractual	
Asbestos Designee	Jeff Smith	Contractual	
Authorization to Sign Checks	Superintendent & Treasurer	Contractual	

Authorized Electronic Check Signatures	Superintendent & Treasurer	Contractual
Anti-harassment Officer	Guidance Counselor	Contractual
Hearing Officer	Pamela Kirkwood & Shannon Buffum	Contractual
Liaison for Homeless Children	Guidance Counselor	Contractual
Internal Auditor	Nichele James	Contractual
Internal Claims Auditors	Monica Arnold/Patricia Oliver	\$27 per Hr.
Attendance Officer	5-12 Principal	Contractual
Title IX/504/ADA Compliance Officer	CSE Chairperson	Contractual
Chief Fiscal Officer	Superintendent	Contractual
Chemical Hygiene Officer	Carrie Flanagan-Watson	Contractual
Pesticide Officer	Head Custodian	Contractual
Designated educational official to receive court notification regarding a student's sentence/ adjudication in criminal cases and juvenile delinquency proceedings	Principal	Contractual
Reviewing official for participation in the Federal child nutrition program	Winifred Hettinger/Treasurer	Contractual
Verification official for participation in the federal child nutrition program	District Treasurer	Contractual
Hearing official for participation in the federal child nutrition program	Superintendent	Contractual
19A Certifier	James Schneider	\$1,234
Substitute Caller	Tina Lingenfelter	\$2,100
CIO Data Entry Clerk	Kathleen Eddy	\$1,704
Technology Coordinator	Kathleen Eddy	\$1,364
Working Paper Designee	Superintendent/District Clerk	Contractual

Randa Harrington made the motion, seconded by Mark Alessi, that the Board of Education of the Belfast Central School approve accompanist hours in the amount of 160 hours at \$15 per hour for the 2011-2012 school year. Carried 7-0

Accompanist hours

Motion by Randa Harrington, seconded by Chris Enders, that the Board of Education of the Belfast Central School approve election inspectors for school district voting and annual meeting as follows: Monica Arnold, Leah Babbitt, Annette Curcio, Berniece Foley, Elnora Dowd, Ron Mix, Dorothy Lendell, Jacque Morton, Patricia Oliver, Myrtle Preston, Tranquil Timpone, Becky Tucker, Betty Weaver, Margo Jennings, William Heaney. Carried 7-0

Election workers

Motion by Lisa Wuersig, seconded by Randa Harrington, that the Board of Education of the Belfast Central School designate MBIA CLASS, Chase, Citizen's Bank, and Community Bank NA as the depository banks, and to use Steuben Trust as the need arises for the 2011-12 school year. Carried 7-0

Banks

Motion by Randa Harrington, seconded by Lisa Wuersig, that the Board of Education of the Belfast Central School approve bank accounts as follows: Carried 7-0

Bank Accounts

General Checking	Community Bank	2755
School Lunch	Community Bank	2748
Trust & Agency	Community Bank	2730
Extracurricular	Community Bank	2698
Payroll	Community Bank	2706
General Savings	Chase Bank	5940
Employee Benefit Accrued Liability Reserve	Chase Bank	8460
Bus Reserve	Chase	6223
2010 Bus Reserve	Chase	0749
Capital Fund Savings	Chase	5993
General Checking	MBIA CLASS	0001
Trust & Agency	MBIA CLASS	0002
School Lunch	MBIA CLASS	0003
Trust Expendable	MBIA CLAS	0004
Federal	MBIA CLASS	0005
Public Library	MBIA CLASS	0007
Pub Lib Cap Res	MBIA CLASS	0008
Debt Service	MBIA CLASS	0009
General Fund	Citizens Bank	0476

Randa Harrington made the motion, seconded by Mark Alessi, that the Board of Education of the Belfast Central School approve exceptional payments between warrants for the following types of payments: utilities, postage/freight, and fingerprinting. Carried 7-0

Exceptional payments

Lisa Wuersig made the motion, seconded by Janine Preston, that the Board of Education of the Belfast School establish a petty cash fund in the amount of \$100. Carried 7-0

Petty Cash

Motion by Randa Harrington, seconded by Mark Alessi, that the Board of Education of the Belfast Central School approve mileage for the 2011-2012 school year to be as established by the IRS. Carried 7-0

Mileage

Motion by Cecy Curcio, seconded by Janine Preston, that the Board of Education of the Belfast Central School approve the Olean Times Herald and the Wellsville Daily Reporter as the official school newspapers for the 2011-12 school year. Carried 7-0

Papers

Lisa Wuersig made the motion, seconded by Cecy Curcio, that the Board of Education of the Belfast Central School approve members to the building and grounds committee as follows: Janine Preston and Chris Enders. Carried 7-0

Bldg & Grds

Motion by Janine Preston, seconded by Chris Enders, that the Board of Education of the Belfast Central School approve the audit committee as follows: Randa Harrington, Lisa Wuersig, and Mark Alessi. Carried 7-0

Audit Committee

Lisa Wuersig made the motion, seconded by Chris Enders, that the Board of Education of the Belfast Central School re-establish a policy review committee as follows: Cecy Curcio, Randa Harrington, and Janine Preston. Carried 7-0

Policy Review

Motion by Lisa Wuersig, seconded by Janine Preston, that the Board of Education of the Belfast Central School appoint Judy May as clerk pro tem in absence of the district clerk. Carried 7-0

Clerk Pro Tem

Lisa Wuersig made the motion, seconded by Mark Alessi, that the Board of Education of the Belfast School approve the regular board meeting day(s) and time(s) for the 2011-12 school year as follows: the second and fourth Tuesdays of each month, except for the months of July, August, December, and February, when there will be one meeting on the second Tuesday. During the month of April, the Board will meet the first Tuesday and the fourth Tuesday and in May, the second, third, and fourth Tuesdays. All meetings will be held at 6:30 p.m., except the 3rd meeting in May, to accept the budget vote, will be held at 9 p.m. Carried 7-0

Mtg Days & Times

Motion by Randa Harrington, seconded by Chris Enders, that the Board of Education of the Belfast Central School approve the tuition rate for out-of-district students as \$1,000 per student per year. Carried 7-0

Tuition

Mark Alessi made the motion, seconded by Janine Preston, that the Board of Education of the Belfast Central School approve the Committee on Special Education as Chairperson - Kelly Dunham, and members - Teresa Heaney, School Psychologist, School Doctor, Michelle Calanni, MaryAnne Majoros, Melanie Miller, Erin Lord, Lori Kisiah, General Education Teacher, Principal, Superintendent, and RoseMarie Faraci, Amy Kenyon or Patricia Gughicello (Parent Members). School Psychologist as CSE Chairperson substitute. Carried 7-0

CSE

Motion by Mark Alessi, seconded by Cecy Curcio, that the Board of Education of the Belfast Central School approve the Committee on Preschool Special Education as Chairperson - Kelly Dunham and members - School Psychologist, RoseMarie Faraci, Amy Kenyon or Patricia Gughicello (Parent Reps), County Representative, Special Education Teacher, General Education Teacher, Member of Evaluation Team, Principal, Superintendent. School Psychologist as CPSE Chairperson substitute. Carried 7-0

CPSE

Cecy Curcio made the motion, seconded by Randa Harrington, that the Board of Education of the Belfast Central School re-establish a sub committee for the Committee on Special Education to include: Parents of student, Regular Education Teacher, Special Education Teacher, Representative of School District who is knowledgeable about the general education curriculum and availability of resources of the school, School Psychologist whenever a psychological evaluation is reviewed or a change to program option with more intensive staff/student ratio, Individual who can interpret the instructional implications of evaluation results, and Related Service Personnel as appropriate. Carried 7-0

Sub-committee

Motion by Lisa Wuersig, seconded by Chris Enders, that the Board of Education of the Belfast Central School authorize the superintendent to approve all conferences and workshops for the 2011-12 school year. Carried 7-0

Workshops

Mark Alessi made the motion, seconded by Lisa Wuersig, that the Board of Education of the Belfast Central School authorize the superintendent to enter into contracts with service providers for applied behavior analysis. Carried 7-0

ABA Contracts

Janine Preston made the motion, seconded by Mark Alessi, that the Board of Education of the Belfast Central School authorize the school district to apply for all federal and state grants. Carried 7-0

Grants

Janine Preston made the motion, seconded by Randa Harrington, that the Board of Education of the Belfast Central School appoint Richard Hull as delegate and Mark Alessi as alternate to the Allegany & Cattaraugus Association of School Boards. Carried 7-0

ACASB
Delegate

Motion by Lisa Wuersig, seconded by Chris Enders, that the Board of Education of the Belfast Central School appoint Richard Hull as a voting delegate and Janine Preston as alternate for the NYS School Boards Convention. Carried 7-0

NYSSBA
Delegate

Randa Harrington made the motion, seconded by Chris Enders, that the Board of Education of the Belfast Central School appoint Mark Alessi as a legislative liaison to the NYS School Boards Association. Carried 7-0

Legislative
Liaison

Motion by Mark Alessi, seconded by Cecy Curcio, that the Board of Education of the Belfast Central School re-adopt all present policies. Carried 7-0

Re-adopt
Policies

Cecy Curcio made the motion, seconded by Lisa Wuersig, that the Board of Education of the Belfast Central School approve the declaration of no conflicts of interest as per the code of ethics policy. Carried 7-0

No conflicts
of interest

Motion by Mark Alessi, seconded by Lisa Wuersig, that the Board of Education of the Belfast Central School approve a resolution delegating 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. Carried 7-0

RAN

Motion by Lisa Wuersig, seconded by Chris Enders, that the Board of Education of the Belfast Central School approve the CSE annual report to the Board of Education as presented. Carried 7-0

CSE annual
report

Randa Harrington made the motion, seconded by Cecy Curcio, that the Board of Education of the Belfast Central School grant approval for assigning up to 20 minutes extra per day for monitoring as needed for teacher aides. Carried 7-0

20 Minutes
Extra Aides

Motion by Mark Alessi, seconded by Chris Enders, that the Board of Education of the Belfast Central School appoint Jessica Romance as a long-term substitute teacher for Lori Kisiah's maternity leave of absence. Barring unforeseen circumstances, this leave will commence on September 19, and end on November 18, 2011. Carried 7-0

Romance
Long-term
Substitute

Motion by Randa Harrington, seconded by Lisa Wuersig, that the Board of Education of the Belfast Central School approve a bus lease for a second bus with the Town of Belfast for the summer recreation program. Carried 7-0

Bus Lease
Second Bus

Motion by Lisa Wuersig, seconded by Chris Enders, that the Board of Education of the Belfast Central School appoint Lori Wilson as a substitute summer food service worker for 2011. Carried 7-0

Wilson
Substitute
Worker

At 7:30 p.m., Randa Harrington made the motion, seconded by Mark Alessi, that the Board of Education of the Belfast Central School enter executive session to discuss a student discipline matter. Carried 7-0 (Board Members and Mrs. May adjourned to the prekindergarten classroom)

Exec Session

At 7:44 p.m., Mark Alessi made the motion, seconded by Chris Enders, to come out of executive session. (All returned to the auditorium) Carried 7-0

At 7:45 p.m., Lisa Wuersig made the motion, seconded by Chris Enders to adjourn the meeting. Carried 7-0