

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

Date: July 10, 2012
Where Held: Auditorium
Time: 6:30 p.m.

Kind of Meeting: Reorganizational Meeting
Presiding Officer: President Hull

MEMBERS PRESENT: Mark Alessi, Cecy Curcio, Chris Enders, Randa Harrington, Richard Hull, Jr., Janine Preston

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 members Chris Enders and Richard Hull upon their re-election to the Board of Education.

Oath

The Clerk of the Board called for nominations for President of the Board of Education. Mark Alessi nominated Richard Hull, Jr. Janine Preston seconded the nomination. There were no other nominations, thereby, Randa Harrington motioned, seconded by Janine Preston, to close nominations and the Clerk cast a unanimous ballot for Richard Hull, Jr., for Board of Education President. Carried 6-0 The Clerk of the Board administered the Oath of Office to President Hull.

President Election

President Hull called for nominations for Vice President of the Board of Education. Randa Harrington nominated Mark Alessi, Cecy Curcio seconded the nomination. There were no other nominations thereby Janine Preston motioned, seconded by Randa Harrington, to close nominations and the Clerk cast a unanimous ballot for Mark Alessi for Board of Education Vice President. Carried 6-0 The Clerk of the Board administered the Oath of Office to Mr. Alessi.

Vice President Election

Randa Harrington made the motion, seconded by Mark Alessi, that the Board of Education of the Belfast Central School approve the minutes of the June 12, 2012 regular meeting. Carried 6-0

Minutes

Motion by Janine Preston, seconded by Randa Harrington, that the Board of Education of the Belfast Central School approve the minutes of the June 26, 2012 regular meeting. Carried 6-0

Motion by Mark Alessi, seconded by Cecy Curcio, that the Board of Education of the Belfast Central School accept the treasurer's report for the month of May. Carried 6-0

Treasurer's report

Budget Status and revenue status reports, budget transfers, May warrant reports, and the Internal Claims Auditor's Report to the Board for May warrants were presented.

Mr. Lingenfelter presented a summary of the reserve fund activity.

Reserve fund activity

Randa Harrington made the motion, seconded by Janine Preston, that the Board of Education of the Belfast Central School approve increasing school lunch prices by 10 cents beginning with the 2012-13 school year per federal law. Carried 6-0

School lunch price increase

Principal Roche presented the attendance percentage for the last year as 96.49%.

Attendance percentage

Superintendent May provided a listing of distance learning classes to be offered during the 2012-2013 school year.

Distance learning

Motion by Mark Alessi, seconded by Randa Harrington, that the Board of Education of the Belfast Central School approve annual appointments for the 2012-2013 school year as follows: Carried 6-0

Annual appointment

School Physician	Zahi Kassas, M.D.	\$3,500
Board Clerk	Eileen Ostrander	\$2,897
Tax Collector	Robin Owens	\$2,043
Auditor Extra Curricular	Kelly Dunham	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	Based on usage
School Auditors	R.A. Mercer & Co.	\$9,560
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
Dignity Act Coordinator	Guidance Counselor & CSE Chairperson	Contractual
Hearing Officer	Pamela Kirkwood	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	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	\$1,259
Substitute Caller	Tina Lingenfelter	\$2,142
CIO Data Entry Clerk	Kathleen Eddy	\$1,738
Working Paper Designee	Superintendent/District Clerk	Contractual

Janine Preston made the motion, seconded by Mark Alessi, that the Board of Education of the Belfast Central School grant approval of accompanist hours for the 2012-2013 school year in the amount of 160 hours at \$15 per hour for the 2012-2013 school year. Carried 6-0

Accompanist hours

Motion by Randa Harrington, seconded by Janine Preston, 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, Berniece Foley, Annette Curcio, Elnora Dowd, Ron Mix, Dorothy Lendell, Jacque Morton, Patricia Oliver, Myrtle Preston, Tranquil Timpone, Becky Tucker, Betty Weaver, Margo Jennings, William Heaney. Carried 6-0

Election inspectors

Randa Harrington made the motion, seconded by Chris Enders, that the Board of Education of the Belfast Central School approve banks for the 2012-2013 school year as MBIA NY CLASS, Chase, Citizen's Bank, and Community Bank NA as the depository banks, to use Steuben Trust as the need arises. Carried 6-0

Banks

Motion by Randa Harrington, seconded by Chris Enders, that the Board of Education of the Belfast Central School approve the following bank accounts for the 2012-2013 school year: Carried 6-0

Bank Accounts

Description	Bank	Account #	Maximum Amount
General Checking	Community Bank	2755	\$1,500,000.00
School Lunch	Community Bank	2748	\$ 40,000.00
Trust & Agency	Community Bank	2730	\$350,000.00
Extracurricular	Community Bank	2698	\$ 60,000.00
Payroll	Community Bank	2706	\$350,000.00
General Savings	Chase Bank	5940	\$1,500,000.00
Employee Benefit Accrued			
Liability Reserve	Chase Bank	8460	\$360,000.00
Bus Reserve	Chase	6223	\$ 25,000.00
2010 Bus Reserve	Chase	90749	\$120,000.00
Capital Fund Savings	Chase	5993	\$500,000.00
Mandatory Debt Service Reserve	Chase	8729	\$300,000.00
General Checking	MBIA CLASS	0001	\$1,750,000.00
Public Library	MBIA CLASS	0007	\$125,000.00
Pub Lib Cap Res	MBIA CLASS	0008	\$ 6,000.00
Capital Escrow	Bank of NY Mellon	3701	\$125,000.00

Motion by Randa Harrington, seconded by Chris Enders, 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 6-0

Janine Preston made the motion, seconded by Chris Enders, that the Board of Education of the Belfast Central School approve establishing a petty cash fund in the amount of \$100. Carried 6-0

Petty cash

Motion by Randa Harrington, seconded by Janine Preston, that the Board of Education of the Belfast School approve mileage for the 2012-13 school year to be as established by the IRS. Carried 6-0

Mileage

Motion by Randa Harrington, seconded by Cecy Curcio, 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 2012-2013 school year. Carried 6-0

Papers

Randa Harrington made the motion, seconded by Mark Alessi, 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 6-0

Bldg & grds committee

Motion by Cecy Curcio, seconded by Janine Preston, that the Board of Education of the Belfast Central School approve the audit committee as follows: Chris Enders, Mark Alessi, and Randa Harrington. Carried 6-0

Audit committee

Chris Enders made the motion, seconded by Cecy Curcio, that the Board of Education of the Belfast Central School approve a policy review committee as follows: Cecy Curcio, Randa Harrington, and Janine Preston. Carried 6-0

Policy review committee

Motion by Janine Preston, seconded by Mark Alessi, that the Board of Education of the Belfast Central School approve appointment of Judy May as clerk pro tem in absence of the district clerk. Carried 6-0

Clerk Pro Tem

Motion by Randa Harrington, seconded by Chris Enders, that the Board of Education of the Belfast Central School approve the regular board meeting day(s) and time(s) for the 2012-2013 school year as the second and fourth Tuesdays at 6:30 p.m. except for the months of July, August, December, and February when the Board would meet one time, the second Tuesday. The Board will meet additionally on May 21, at 8:45 p.m., the budget vote night, to accept the voting results. Carried 6-0

Meeting days & times

Randa Harrington made the motion, seconded by Chris Enders, that the Board of Education of the Belfast Central School approve re-establishing the tuition rate for out-of-district students as \$1,000 per student per year. Carried 6-0

Tuition

Motion by Randa Harrington, seconded by Cecy Curcio, that the Board of Education of the Belfast Central School approve the Committee on Special Education as follows: Chairperson Kelly Dunham, members - Guidance Counselor Teresa Heaney, School Psychologist, School Doctor, Michelle Calanni, MaryAnne Majoros, Melanie Miller, Erin Lord, Lori Kisiah, General Education Teacher, and Patricia Gughiocello (Parent Members). Student (as appropriate), School Psychologist as CSE Chairperson substitute. Carried 6-0

CSE

Randa Harrington motioned, seconded by Mark Alessi, that the Board of Education of the Belfast Central School approve the Committee on Preschool Special Education CPSE as follows: Chairperson Kelly Dunham, members - Guidance Counselor Teresa Heaney, Michelle Calanni, MaryAnne Majoros, Melanie Miller, Erin Lord, Lori Kisiah, General Education Teacher, and Patricia Gughiocello (Parent Member). Appropriate professional from municipality that has been charged with responsibility for the preschool child, School Psychologist as CPSE Chairperson substitute. Carried 6-0

CPSE

Randa Harrington made the motion, seconded by Cecy Curcio, that the Board of Education of the Belfast Central School establish a sub committee for the Committee on Special Education and Committee on Preschool 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 6-0

Sub Committee

Motion by Mark Alessi, seconded by Randa Harrington, that the Board of Education of the Belfast Central School authorize the superintendent to approve all conferences and workshops for the 2012-2013 school year. Carried 6-0

Conferences & workshops

Randa Harrington made the motion, seconded by Mark Alessi, 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 6-0

ABA contracts

Motion by Randa Harrington, seconded by Chris Enders, that the Board of Education of the Belfast Central School approve authorization for the school district to apply for all federal and state grants. Carried 6-0

Grants

Randa Harrington made the motion, seconded by Cecy Curcio, that the Board of Education of the Belfast Central School approve the delegate and alternate to the Allegany & Cattaraugus Association of School Boards as follows: Richard Hull Delegate and Mark Alessi Alternate. Carried 6-0

ACASB
delegate

Motion by Cecy Curcio, seconded by Chris Enders that the Board of Education of the Belfast Central School approve a voting delegate and alternate for the NYS School Boards Convention as follows: Richard Hull Delegate and Janine Preston Alternate. Carried 6-0

NYSSBA
Delegate

Motion by Cecy Curcio, seconded by Chris Enders, that the Board of Education of the Belfast School approve Mark Alessi as legislative liaison to the NYS School Boards Association. Carried 6-0

Leg Liaison

Cecy Curcio made the motion, seconded by Randa Harrington, that the Board of Education of the Belfast Central School approve the re-adoption of all present policies. Carried 6-0

Policies

Motion by Mark Alessi, seconded by Chris Enders, that the Board of Education of the Belfast School declare no conflicts of interest as per the code of ethics policy. Carried 6-0

Code of
Ethics

Mark Alessi made the motion, seconded by Janine Preston, 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 6-0

Anticipation
Notes

Motion by Cecy Curcio, seconded by Mark Alessi, that the Board of Education of the Belfast Central School approve the CSE annual report to the Board of Education. Carried 6-0

CSE Annual
Report

Motion by Randa Harrington, seconded by Janine Preston, 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 6-0

20 Minutes
Extra Aides

Motion by Randa Harrington, seconded by Chris Enders, that the Board of Education of the Belfast Central School approve the purchase of a 7th and 8th grade social studies textbook. America History of our Nation, Prentice Hall. Carried 6-0

Social
Studies text

Chris Enders made the motion, seconded by Janine Preston, that the Board of Education of the Belfast Central School approve revisions to a contract with Management Advisory Group. Carried 6-0

Management
Advisory
Group

Motion by Randa Harrington, seconded by Cecy Curcio, that the Board of Education of the Belfast Central School approve revisions to policy 8110 Curriculum Development, Resources and Evaluation. Carried 6-0

Policy 8110
Curriculum
Dev

Motion by Randa Harrington, seconded by Chris Enders, that the Board of Education of the Belfast Central School approve revisions to policy 5630 Facilities: Inspection, Operation and Maintenance. Carried 6-0

Policy 5630
Facilities:
Inspection,
Operation,
Maintenance

Motion by Randa Harrington, seconded by Chris Enders, that the Board of Education of the Belfast Central School approve revisions to policy 8271 The Children's Internet Protection Act: Internet Content Filtering/Safety Policy. Carried 6-0

Policy 8271
Internet
Safety

Cecy Curcio made the motion, seconded by Chris Enders, that the Board of Education of the Belfast Central School approve revisions to policy 5750 School Bus Safety Program. Carried 6-0

Policy 5750
School Bus
Safety

Motion by Randa Harrington, seconded by Chris Enders, that the Board of Education of the Belfast Central School approve revisions to policy 1338 Duties of the School Physician/Nurse Practitioner. Carried 6-0

Policy 1338
Duties of
School
Physician

Motion by Randa Harrington, seconded by Chris Enders, that the Board of Education of the Belfast School approve revision to policy 7231 College Credit & Distance Learning Guidelines. Carried 6-0

Policy 7231
College
Credit &
Distance
Learning

Motion by Randa Harrington, seconded by Chris Enders, that the Board of Education of the Belfast Central School approve revision to policy 7230 Dual Credit for College Courses. Carried 6-0

Policy 7230 Dual
Credit for
College Courses

Randa Harrington made the motion, seconded by Cecy Curcio, that the Board of Education of the Belfast Central School approve revision to policy 7320 Alcohol, Tobacco, Drugs, and Other Substances (Students). Carried 6-0

Policy 7320
Alcohol, Tobacco,
Drugs & Other
Substances

Randa Harrington made the motion, seconded by Cecy Curcio, that the Board of Education of the Belfast Central School approve revision to policy 7631 Appointment and Training of CSE/Subcommittee on Special Education Members and revision to policy 7632 Appointment & Training of CPSE Members. Carried 6-0

Policy 7631 &
7632 Appoint-
ment & Training
of CSE

Motion by Randa Harrington, seconded by Janine Preston, that the Board of Education of the Belfast Central School accept the bid on the electrical project to reduce energy costs that relate to lighting from F&F Electric, Inc., paying 25% of the bid price up front to help cover the materials and costs to get the project started. Carried 6-0

Bid on electrical
project F&F
Electric

Cecy Curcio made the motion, seconded by Randa Harrington, that the Board of Education of the Belfast Central School approve CSE and CPSE recommendations for the following case numbers: CPSE: 900-38-7933, 900-38-7927 and CSE: 900-38-7932, 900-32-7632, 900-32-3564, 900-37-6755, 900-38-7866, 900-22-6838, 900-37-6832. Carried 6-0

CSE & CPSE

Motion by Randa Harrington, seconded by Chris Enders, that the Board of Education of the Belfast Central School approve a request for transportation to and from the Houghton Academy for Jessica Cometa for the 2012-2013 school year. Carried 6-0

Cometa
Transportation

At 7:40 p.m., Mark Alessi made the motion, seconded by Randa Harrington, that the Board of Education of the Belfast Central School adjourn the meeting. Carried 6-0