

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

Date: August 9, 2016
Where Held: Auditorium

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

MEMBERS PRESENT: Cecy Curcio, Chris Enders, Randa Harrington, Richard Hull, Jr., Patricia Krotz (arrived 6:32 p.m.), Janine Preston, Josie Preston

MEMBERS ABSENT: None

OTHERS PRESENT: Judy May, Superintendent; Robert Lingenfelter, District Treasurer, Michael Roche, Principal, Eileen Ostrander, District Clerk, Gina Larrabee, Superintendent's Secretary (left at 7:50 p.m.); Anne Histed, Director of Pupil Personnel (arrived at 6:33 p.m., left at 7:50 p.m.)

At 6:30 p.m., President Hull called the meeting to order. The Pledge of Allegiance was recited.

Motion by Cecy Curcio, seconded by Randa Harrington, that the Board of Education of the Belfast Central School approve the minutes of the July 12, 2016 reorganizational meeting as presented. Carried 6-0

Minutes

Motion by Janine Preston, seconded by Randa Harrington, that the Board of Education of the Belfast Central School approve the following as presented:

To act upon the recommendation of the Superintendent to approve the minutes of the July 26, 2016 public hearing

To act upon the recommendation of the Superintendent to approve the minutes of the August 3, 2016 special meeting

Motions were unanimously carried.

Budget status and revenue status reports, warrants, and the internal claims auditor's report to the Board for June warrants were reviewed.

Budget reports, warrants

The Board received the final budget transfers for the year. Mr. Lingenfelter stated the recently conducted audit went well. He then updated the Board on a recent bond anticipation note renewal that was to fund phase 3 of the 2007 capital project. Brief clarification of what the remaining funds were used for was had including sewer line repair, roof, phone, and mechanical work. The Siemens energy performance project was recently approved by the State Education Department, It was stated that emergency projects were funded out of district funds.

Final budget transfer, audit, BAN, capital project

Janine Preston made the motion, seconded by Josie Preston, that the Board of Education of the Belfast Central School approve the following financial agenda items:

To act upon the recommendation of the Superintendent to accept the treasurer's report for the month of June as presented

Treasurer's reports

To act upon the recommendation of the Superintendent to approve the tax levy and tax rates as presented

Tax levy & rates

To act upon the recommendation of the Superintendent to approve acceptance of the tax warrant as presented

Tax warrant

To act upon the recommendation of the Superintendent to approve the policy statement for free and reduced price meals or free milk

Policy statement

To act upon the recommendation of the Superintendent to approve the addition of the bus garage to the Simplex agreement for fire alarm monitoring that was previously approved.

Addition to Simplex agreement

Motions were unanimously carried.

Information was presented on the activities planned for the opening days of school. Teachers will report on August 30, the day of the Back to School Event, and all staff will attend on August 31. Patricia Krotz or Janine Preston may attend the opening day event for all staff to distribute the 15 years of service plaques. Mr. Roche addressed the changes to the advisor handbook and the administrative handbook including a new master schedule with changes to the bell schedule. He informed the Board of a pilot program where students in 10th through 12th grade earn a privilege to go home 20 minutes early with parental permission. Rules and information will be sent home in a letter attached to students' schedules.

Opening days of school, handbook, bell schedule

Motion by Patricia Krotz, seconded by Randa Harrington, that the Board of Education of the Belfast Central School, upon the recommendation of the Superintendent, approve the administrative and advisor handbooks for 2016-17 school year as presented. Carried 7-0

Administrative & advisor handbooks

Board goals for 2016-2017 were reviewed. The Board was in favor of reviewing these more in depth at a work session.

Board goals

Motion by Josie Preston, seconded by Randa Harrington, that the Board of Education of the Belfast Central School establish a work session to review Board Goals for September 13, at 5:30 p.m. Carried 7-0

Work session

Further discussion was had on the capital improvements project. Mrs. May updated the Board on the roofing project and wall work. She stated the architect is starting to build plans for the new project to submit to the State Education Department in mid-September. Maintenance work is getting caught up around the building.

Capital improvements project

Motion by Patricia Krotz, seconded by Josie Preston, that the Board of Education of the Belfast Central School approve personnel agenda items as follows:

To act upon the recommendation of the Superintendent to approve the teaching substitute list for the 2016-2017 school year as presented

Substitute Lists

To act upon the recommendation of the Superintendent to approve the non-teaching substitute list for the 2016-2017 school year as presented

To act upon the recommendation of the Superintendent to approve the appointment of substitute bus monitors as follows: Darleen Person, Doris Warner, Laurie Duvall, Ann Krzos, Tara Judd, Kim Ralyea, Glenda McKelvey, Heidi Ellsessor, Meredith Rutkowski

Substitute bus monitors

To act upon the recommendation of the Superintendent to accept the resignation of Derek Briggs from the position of instrumental music teacher effective August 31, 2016

Briggs resignation

To act upon the recommendation of the Superintendent to accept the resignation of Laurie Polmanteer from the position of school nurse effective immediately

Polmanteer resignation

To act upon the recommendation of the Superintendent to accept the resignation of Sandy Miller from the position of boys' modified soccer coach effective immediately

Miller modified soccer

Motions were unanimously carried.

Motion by Cecy Curcio, seconded by Randa Harrington, that the Board of Education of the Belfast Central School approve the following personnel agenda items as presented:

To act upon the recommendation of the Superintendent to appoint Coty Winchell as boys' modified soccer coach for the 2016 season

Winchell modified soccer

To act upon the recommendation of the Superintendent to appoint mentors as follows: the Instrumental Music instructor will be mentored by Deb Lyman, and the Earth Science instructor will be mentored by Josh Hazelton

Mentors

To act upon the recommendation of the Superintendent to appoint Kathryn Brown who holds an initial New York State Teaching Certificate permitting her to teach in the earth science 7-12 certification area in the public schools of New York State, is hereby appointed to the position of earth science teacher in the science tenure area for a probationary period of four years, to commence on August 30, 2016 and to end on August 30, 2020. Eligibility for tenure at the end of the probationary period is dependent on Kathryn receiving APPR ratings of Effective or Highly Effective in three of four preceding years and no Ineffective composite or overall rating in the final year. The expiration date of this probationary appointment is tentative and conditional only. In order to be eligible for and considered for tenure, the teacher must meet all requirements of the educational law and corresponding regulations. The salary during the first year of this appointment will be paid in accordance with the salary schedule as outlined in the Teachers' Collective Bargaining Agreement, will be based on Step B and will include credit for a master's degree

Brown earth science teacher

To act upon the recommendation of the Superintendent to approve the probationary appointment of Jillian Tomlinson as a teacher aide. Probationary period commences on August 31, 2016 and ends on March 1, 2017. Salary for the 2016-17 school year will be \$9 per hour

Tomlinson aide

To act upon the recommendation of the Superintendent to approve the probationary appointment of Jessica Weaver as a teacher aide. Probationary period commences on August 31, 2016 and ends on March 1, 2017. Salary for the 2016-17 school year will be \$9 per hour

Weaver aide

Motion by Janine Preston, seconded by Patricia Krotz, that the Board of Education of the Belfast Central School, upon the recommendation of the Superintendent, appoint Julia Robinson who holds a professional New York State Teaching Certificate permitting her to teach in the music certification area in the public schools of New York State, is hereby appointed to the position of instrumental music teacher in the music tenure area for a probationary period of three years, to commence on August 30, 2016 and to end on August 30, 2019. Eligibility for tenure at the end of the probationary period is dependent on receiving APPR ratings of Effective or Highly Effective in two of three preceding years and no Ineffective composite or overall rating in the final year. The expiration date of this probationary appointment is tentative and conditional only. In order to be eligible for and considered for tenure, the teacher must meet all requirements of the educational law and corresponding regulations. The salary during the first year of this appointment will be paid in accordance with the salary schedule as outlined in the Teachers' Collective Bargaining Agreement, will be based on Step F and will include credit for a master's Degree

Robinson
instrumental
music teacher

To act upon the recommendation of the Superintendent to approve the appointment of Amy Kenyon as the CSE/CPSE Parent Representative for the 2016-17 school year

Kenyon CSE
parent
representative

To act upon the recommendation of the Superintendent to approve lifting conditional appointment status for Gina Larrabee, secretary to the superintendent, due to receipt of fingerprint clearance

Larrabee
clearance

To act upon the recommendation of the Superintendent to appoint Eileen Ostrander as training consultant to train the new appointee in the position of secretary to the superintendent/district clerk during the 2016-17 school year, at the rate of \$25.65/hour.

Ostrander
trainer

Motions were unanimously carried.

Motion by Janine Preston, seconded by Patricia Krotz, that the Board of Education of the Belfast Central School approve contractual agenda items as follows:

To act upon the recommendation of the Superintendent to renew a contract between Belfast Central School and Friendship Central School for a shared classroom used for Special Education, as approved on the student's IEP for the 2016-17 school year

Shared
classroom
contract

To act upon the recommendation of the Superintendent to renew a contract between Belfast Central School and Friendship Central School for transportation of students to the Elm Street Academy in Cuba for the 2016-17 school year

Shared
transportation

To act upon the recommendation of the Superintendent to renew a contract between Belfast Central School, Friendship Central School, and Bolivar-Richburg Central School for occupational therapy services. 2.5 days per week will be purchased and adjusted as needed for the 2016-17 school year

Shared
occupational
therapy

To act upon the recommendation of the Superintendent to accept our annual lease agreement with BOCES for distance learning classroom space

Annual lease
distance learning
classroom space

Motions were unanimously carried.

Brief discussion was had on lead evaluators for teacher evaluations and teacher scores.

Lead evaluators

Anne Histed presented a professional development plan she helped to create that is due August 30. A BOCES template was used and teachers were involved in the creation. The changes to what the state requires of teachers for professional development was touched upon including a mandate that providers of professional development be certified through the State Education Department.

Professional
development plan

Subject areas in need of improvement were briefly discussed such as ELA.

ELA

Motion by Josie Preston, seconded by Cecy Curcio, that the Board of Education of the Belfast Central School approve the following agenda items as presented:

To act upon the recommendation of the Superintendent to certify Michael Roche, Judy May, and Anne Histed as Lead Evaluators for teacher evaluations for 2016-17

Lead evaluators

To act upon the recommendation of the Superintendent to approve the Professional Development Plan Statement of Certification for the Part 100 regulations of the NY State Commissioner of Education

Professional development plan certification

To act upon the recommendation of the Superintendent to approve CSE recommendations for the following case numbers: 900-37-6809 and 900-37-6782

CSE recommendations

Motions were unanimously carried.

Motion by Chris Enders, seconded by Patricia Krotz, that the Board of Education of the Belfast Central School, upon the recommendation of the Superintendent, approve an additional five summer workdays for Kathleen Eddy, Technology Coordinator. Carried 7-0

Eddy extra days

Motion by Janine Preston, seconded by Patricia Krotz, that the Board of Education of the Belfast Central School, upon the recommendation of the Superintendent, accept bids on the sale of school buses as follows: Bus #63 2005 Bluebird Vision \$5,600, Bus #62 2004 International Bluebird \$4,050. Carried 7-0

Bus bids

Motion by Janine Preston, seconded by Patricia Krotz, that the Board of Education of the Belfast Central School, upon the recommendation of the Superintendent, approve the Belfast Central School Organizational Professional Development Plan

Professional development plan

At 7:50 p.m., Randa Harrington motioned, seconded by Patricia Krotz, to enter executive session to discuss particular personnel and staffing. Carried 7-0 (Board members and Mrs. May adjourned to the prekindergarten classroom)

At 8:08 p.m., Mrs. May left executive session.

At 9:45 p.m., Mrs. May re-entered executive session.

At 10:35 p.m., Patricia Krotz motioned, seconded by Chris Enders, to adjourn the meeting. Carried 7-0