



- Business Office Functions Manual

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 April 18 and 19 and May 2, 2023, meetings.
2. Approve the Treasurer's report dated March 2023 report.
3. Approve the CSE/ CPSE/ 504 committee recommendations as presented.

6.0 BOARD ACTIONS

6.1 Policy Adoption

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt Policy 5510: Accounting of Funds 5530: Petty Cash Funds and Cash in School Buildings, that were reviewed at the March 14, 2023 meeting, as recommended by the superintendent.**

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

6.2 Athletic Bid Approval

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the 2023-24 Athletic Bid to Gopher, S&S Worldwide, BSN and Laux based on the amounts presented on the athletic bid summary provided in the Financial Section of the Board packet, as recommended by the superintendent.**

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

6.3 Athens, Greece Trip Approval

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve support for BCS student/ staff/ community participation in a combined trip with Genesee Valley to Athens, Greece, March 27-April 4, 2024, as recommended by the Superintendent.**

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

6.4 Corrected Property Tax Report Card

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the corrected Property Tax Report Card, as recommended by the Superintendent.**

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

6.5 BTA MOA- Nurse Recognition

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve an MOA with the Belfast Teachers' Association as a member of the unit with the specified employment conditions for the 23-24 school year, as recommended by the Superintendent.**

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

6.6 Girls' Varsity Soccer Overnight Trip- Fall 2023

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the girls' varsity soccer team trip to Albany on September 9 and 10, 2023, to play in a two-game tournament to be held in conjunction with the NYS Hall of Fame induction (former GV Coach Judy Bliven to be inducted), as recommended by the Superintendent.**

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

6.7 Private School Transportation Request

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to disapprove a request for transportation submitted by Donna, Jonathan, and Brittney Sortore to provide transportation for a student to attend**

**Parker-Jordan Christian Academy at 8133 Rt. 417 Little Genesee, NY 14754, for the 2023-24 school year because the school would require transportation beyond the 15 mile limit in BCS Policy 5730: Transportation of Students, as recommended by the Superintendent.**

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

**7.0 PERSONNEL**

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

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

- a. To appoint Katie Szejbka, who holds a NYS Initial Certificate permitting her to teach English Language Arts in grades 7-12 and has completed a successful four-year probationary appointment, to the tenured position of English Teacher in the English education tenure area commencing August 28, 2023.
- b. To appoint Cindy Struckmann, who holds a NYS Initial Certificate permitting her to teach Mathematics in grades 7-12 and has completed a successful four-year probationary appointment, to the tenured position of Math Teacher in the mathematics education tenure area commencing August 28, 2023.
- c. To appoint Jasmine Shephard, who holds a NYS Initial Certificate permitting her to teach Students with Disabilities in grades 1-6 and has completed a successful four-year probationary appointment, to the tenured position of Special Teacher in the special education tenure area commencing August 28, 2023.
- d. To appoint Elizabeth Austin, who holds a NYS Initial Certificate permitting her to teach Childhood Education in grades 1-6 and has completed a successful four-year probationary appointment, to the tenured position of Elementary Education Teacher in the elementary education tenure area commencing August 28, 2023.
- e. To appoint Jessica Weaver, who holds a NYS Level III Teaching Assistant Certificate permitting her to work as a teacher’s assistant and has completed a successful four-year probationary appointment, to the tenured position of Teacher Assistant in the teacher assistant tenure area commencing August 28, 2023.
- f. To accept Corinn Marriott’s resignation from her Art Teacher position effective June 23, 2023.
- g. To appoint Reina Pacholka who is eligible for NYS Certificate permitting her to teach in grades PK-6, to the position of Elementary Education Teacher in the elementary education tenure area for a probationary period of four years, to commence August 28, 2023, and to end August 28, 2027. Eligibility for tenure at the end of the probationary period is dependent on Miss Pacholka receiving APPR ratings of Effective or Highly Effective in 3 of 4 preceding years and no ineffective composite or overall ratings in the final year. Miss Pacholka salary for the 23-24 school year will be at Step B plus graduate hours of the BTA negotiated contract.
- h. To approve Matt Majoros as a non-instructional sub for the remainder of the 22-23 school year.

**8.0 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

**9.0 ADJOURNMENT**

**Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn the meeting at \_\_\_\_\_.**

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