

West Valley Central School Board of Education

Official Minutes

Annual Reorganization Meeting July 9, 2019 Library-Media Center

Members Present: Kazmierczak, Cizdziel, Kowalski, Samborski, Ploetz, Harmony, Niesyty
Others Present: Lawton, Amodeo, O'Brien, Boberg, Max Borsuk – Springville Journal, Shawna
Gugino, Brad Frank, John Seltzer

CALL to ORDER

The meeting was called to order at 6:32 pm by Carolyn Boberg, Board of Education Clerk presiding.

I. PLEDGE OF ALLEGIANCE TO THE UNITED STATES FLAG

II. Administration of the Oath of Office to newly elected BOE Members (BOE CLERK)

* Darla Kent – 5-year term

III. Moved by Niesyty, seconded by Harmony to adopt the re-organizational agenda
7 ayes, 0 nays, motion accepted

IV. Nomination of BOARD OFFICERS and administration of the OATH of OFFICE by the
BOE CLERK to the newly ELECTED BOARD OFFICERS

Nomination of Board Officers

Carolyn Boberg, District Clerk asked the Board members for a nomination for President

A. Samborski nominated Timothy Ploetz for President of the Board of Education. Carolyn Boberg, District Clerk asked if there were any other nominations. None stated. Moved by Samborski, seconded by Harmony to elect Timothy Ploetz as Board President.
6 ayes, 1 nay (Kowalski) motion accepted

Carolyn Boberg, District Clerk asked the Board members for a Vice President nomination.

B. Harmony nominated Kimberly Cizdziel for Vice President of the Board of Education. Carolyn Boberg, District Clerk asked if there were any other nominations. None stated. Moved by Harmony, seconded by Niesyty to elect Kimberly Cizdziel as Board Vice President.
7 ayes, 0 nays, motion accepted

Administration of the Oath of Office by the District Clerk to the newly Elected Board of Education officers was completed.

Administration of the Oath of Office by the District Clerk to the Superintendent, Eric Lawton was completed.

Timothy Ploetz led the meeting as President

V. APPOINTMENT OF OFFICERS

A. Moved by Samborski, seconded by Harmony to appoint Carolyn Boberg as District Clerk for school year 2019/2020.
7 ayes, 0 nays, motion accepted

Administration of the Oath of Office to the District Clerk by the BOE President

B. Moved by Niesyty, seconded by Samborski to appoint Michelle Hogenmiller as District Treasurer for school year 2019/2020. 7 ayes, 0 nays, motion accepted

C. Moved by Samborski, seconded by Harmony to appoint Ann O'Brien as Deputy Treasurer for 2019/2020. 7 ayes, 0 nays, motion accepted

D. Moved by Samborski, seconded Niesyty to appoint Patricia Dashnaw as Tax Collector, for the 2019/2020 school year, stipend of \$2,815.
7 ayes, 0 nays, motion accepted

E. Moved by Kowalski, seconded by Niesyty to appoint John Seltzer as Claims Auditor, for the 2019/2020 school year, stipend of \$1,126.
7 ayes, 0 nays, motion accepted

F. Moved by Harmony, seconded by Samborski to appoint Patricia Dashnaw as Deputy Claims Auditor, for the 2019/2020 school year.
7 ayes, 0 nays, motion accepted

VII. OTHER APPOINTMENTS

A. Moved by Niesyty, seconded by Samborski to appoint the School Attorney for the 2019/2020 school year, Hodgson Russ, fee on an as per incident basis.
7 ayes, 0 nays, motion accepted

B. Moved by Niesyty, seconded by Samborski to appoint School Attorney, Harris Beach Law firm for the 2019/2020 school year, fee on an as per incident basis.
7 ayes, 0 nays, motion accepted

C. Moved by Harmony, seconded by Niesyty to appoint External (Independent) Auditor, R.A. Mercer & Co., P.C. for the 2019/2020 school year.
7 ayes, 0 nays, motion accepted

D. Moved by Niesyty, seconded by Samborski to appoint Fiscal Advisors as the Districts' Financial consultants for Capital projects and BAN's/BOND issues, for the 2019/2020 school year. 7 ayes, 0 nays, motion accepted

E. Moved by Harmony, seconded by Niesyty to appoint Attendance Officer, Superintendent for the 2019/2020 school year, at no additional salary.
7 ayes, 0 nays, motion accepted

F. Moved by Niesyty, seconded by Harmony to appoint Records Access Officer for the 2019/2020 school year, District Clerk at no additional pay. 7 ayes, 0 nays, motion accepted

G. Moved by Samborski, seconded by Niesyty to appoint Records Retention Officer and Records Management Officer for the 2019/2020, School Business Official, at no additional salary. 7 ayes, 0 nays, motion accepted

H. Moved by Samborski, seconded by Cizdziel to appoint Asbestos Designee for the 2019/2020 school year, William Sloand at no additional salary. 7 ayes, 0 nays, motion accepted

I. Moved by Samborski, seconded by Niesyty to appoint Compliance Officer (Title IX/Section 504/ADA (Americans w/Disabilities Act)) for discrimination and harassment issues for the 2019/2020 school year, Superintendent, at no additional salary. 7 ayes, 0 nays, motion accepted

J. Moved by Niesyty, seconded by Harmony to appoint Title IX Coordinator for the 2019/2020 school year, Principal, at no additional salary. 7 ayes, 0 nays, motion accepted

K. Moved by Harmony, seconded by Kent to appoint Dignity Act Coordinator for the 2019/2020 school year, Principal, at no additional salary. 7 ayes, 0 nays, motion accepted

L. Moved by Samborski, seconded by Cizdziel to appoint Verification Official for Participation in the Federal Child Nutrition Program for the 2019/2020 school year, Jennifer Seltzer, at no additional salary. 7 ayes, 0 nays, motion accepted

M. Moved by Samborski, seconded by Harmony to appoint Reviewing Official for participation in the Federal Child Nutrition Program for the 2019/2020 school year, Superintendent, at no additional salary. 7 ayes, 0 nays, motion accepted

N. Moved by Niesyty, seconded by Harmony to appoint Hearing Official for participation in the Federal Child Nutrition Program for the 2019/2020 school year, Principal, at no additional salary. 7 ayes, 0 nays, motion accepted

O. Moved by Samborski, seconded by Cizdziel to appoint Faculty Auditor for the 2019/2020 school year, Superintendent, at no additional salary. 7 ayes, 0 nays, motion accepted

P. Moved by Harmony, seconded by Samborski to appoint Sexual Harassment Complaint Officers, Principal and School Business Official for the 2019/2020 school year at no additional salary. 7 ayes, 0 nays, motion accepted

Q. Moved by Samborski, seconded by Niesyty to appoint Liaison for Homeless Children and Youth for the 2019/2020 school year, Principal, at no additional salary. 7 ayes, 0 nays, motion accepted

R. Moved by Niesyty, seconded by Samborski to appoint Bonded employees through Utica National Insurance (administered through Weast Agency) as follows:

- Treasurer - \$1,000,000
- Tax Collector - \$1,000,000
- Internal Claims Auditor \$1,000,000
- All others – employee theft and forgery \$100,000

7 ayes, 0 nays, motion accepted

S. ~~TABLED~~ Audit Committee for 2019/20 — Robert Conrad, Charles E. Pfeffer and James Boberg Please choose _____ a BOE member, ~~to act as an alternate.~~

T. Moved by Samborski, seconded by Niesyty to appoint School Pesticide Representative, William Sloand, at no additional salary for the 2019/20 school year. 7 ayes, 0 nays, motion accepted

U. Moved by Cizdziel, seconded by Niesyty to appoint the Superintendent as the delegate, and the School Business Official as the alternate delegate, to the Board of Directors of the Allegany Cattaraugus Schools Medical Health Plan for the 2019-20 fiscal year. 7 ayes, 0 nays, motion accepted

V. Moved by Cizdziel, seconded by Niesyty to approve Springville Pediatrics, LLP as the school physician for student services during the 2019/20 school year. 7 ayes, 0 nays, motion accepted

W. Moved by Harmony, seconded by Samborski to approve Health Works Western New York, as the school physician for occupational medicine (bus drivers and staff) during the 2019/20 school year. 7 ayes, 0 nays, motion accepted

VIII. DESIGNATIONS

A. Moved by Harmony, seconded by Samborski to Determination of date, time and place of regularly scheduled meetings: RESOLVED, that the regular meeting of the West Valley Central School District Board of Education be as per the following schedule, in the Library.

2019-2020

West Valley Central School Board of Education Scheduled meetings

Tuesday, July 9 th @6:30pm	Reorganization meeting and Regular meeting to follow
Monday, August 5 th @7pm	Regular meeting
Monday, August 26 th @7pm	Regular meeting
Monday, September 16 th @7pm	Regular meeting
Monday, October 7 th @7pm	Regular meeting
Monday, November 4 th @7pm	Regular meeting
Monday, December 9 th @7pm	Regular meeting
Monday, January 13 th @7pm	Regular meeting/Budget discussion
Monday, February 10 th @7pm	Regular meeting/Budget discussion
Monday, March 9 th @7pm	Regular meeting/Budget discussion

Tuesday, April 21th @7pm Regular meeting (agenda item, BOE will vote on
 BOCES Admin. Budget, BOCES BOE Election and school 2020/21 budget)
 Monday, May 11th @7pm Annual Budget Hearing/Regular meeting (Auditorium)
 Tuesday, May 19th from noon-9pm Annual Budget Vote/BOE Election (Gymnasium)
 Regular meeting at 8:30pm (Cafeteria)
 Monday, June 1st @7pm Regular meeting
 Monday, June 22nd @7pm Regular meeting
 7 ayes, 0 nays, motion accepted

B. Moved by Samborski, seconded by Harmony Official Bank Depositories - designate the following as depositories of funds:

1. Five Star Bank
2. Cattaraugus County Bank
3. NYCLASS (local government investment pool)

7 ayes, 0 nays, motion accepted

C. Moved by Samborski, seconded by Cizdziel Official newspaper, designate the Springville Journal as official newspaper for the district.

7 ayes, 0 nays, motion accepted

D. Moved by Harmony, seconded by Samborski, Superintendent as the Educational Official designated to receive court notification regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings.

7 ayes, 0 nays, motion accepted

E. Moved by Harmony, seconded by Samborski:

RESOLVED that the President or Vice President of the Board of Education is hereby designated to appoint an Impartial Hearing Officer to serve in that capacity with respect to an impartial due process hearing initiated pursuant to the Individual with Disabilities in Education Act (IDEA) in between formal meetings of the Board of Education in accordance with the rotational selection process set forth in the Regulations of the New York State Commissioner of Education. 7 ayes, 0 nays, motion accepted

IX. AUTHORIZATIONS

A. Moved by Samborski, seconded by Harmony to authorize the Superintendent as Payroll Certification Agent, at no additional salary 7 ayes, 0 nays, motion accepted

B. Moved by Samborski, seconded by Niesyty to approve the Superintendent to authorize the attendance at conferences, conventions and workshops.

7 ayes, 0 nays, motion accepted

C. Moved by Harmony, seconded by Samborski to authorize the allocation for Petty Cash Funds to the following, pursuant to Regulation 1703 of the Commissioner of Education:

Michelle Hogenmiller, \$100.00, Business Office

Jody Thiel, \$100.00 School Library.

7 ayes, 0 nays, motion accepted

D. Moved by Samborski, seconded by Harmony to authorize the following as official signatures for checks:

Michelle Hogenmiller, District Treasurer
Ann O'Brien, Deputy Treasurer
Timothy Ploetz, President of the Board
Carolyn Boberg, BOE District Clerk

7 ayes, 0 nays, motion accepted

E. Moved by Samborski, seconded by Cizdiel to authorize the following as official electronic signature plates for checks:

- Michelle Hogenmiller, District Treasurer
- Ann O'Brien, Deputy Treasurer

7 ayes, 0 nays, motion accepted

F. Moved by Harmony, seconded by Samborski to authorize the Superintendent to act as representative of the School District and to apply for and sign all applications in conjunction with any private sources and all Federal and/or State Aid projects and Child Nutrition Program.

7 ayes, 0 nays, motion accepted

G. Moved by Samborski, seconded by Niesyty to authorize the Superintendent to approve Budgetary Transfers:

RESOLVED, that the Superintendent of the West Valley Central School District be authorized to make budgetary transfers, if submitted and approved in the advance of the issuance of purchase orders, in accordance with § 170.2 of the Regulations of the Commissioner of Education. All requests for transfers shall be submitted to the Superintendent by the Business Official/District Treasurer.

7 ayes, 0 nays, motion accepted

H. Moved by Harmony, seconded by Samborski to authorize the advance payment of all regular payrolls bi-weekly on Friday to be authorized and if a holiday falls on such Friday to be paid the day before. 7 ayes, 0 nays, motion accepted

I. Moved by Samborski, seconded by Niesyty to authorize the advance payment of bills for public utility services, postage, freight, and express charges, and when discounts can be earned, or when finance charges are applicable, be authorized.

7 ayes, 0 nays, motion accepted

J. Moved by Samborski, seconded by Cizdiel to authorize Jennifer Seltzer as Central Treasurer and as official signature for checks in Extra Classroom Activity Accounts and Student Activity Accounts, at no additional salary.

7 ayes, 0 nays, motion accepted

K. Moved by Samborski, seconded by Harmony to authorize the School Business Official as Purchasing Agent, at no additional salary. Authorize the use of electronic signature plates for purchase orders. 7 ayes, 0 nays, motion accepted

X. OTHER ITEMS

A. Moved by Samborski, seconded by Cizdziel to approve the following list of members for the CSE, CPSE and 504 Committees for the 2019/20 school year as follows:

CSE Committee:

Chairperson – Shawna Gugino
School Psychologist
WVCS Special Education Teacher and/or Service Provider
WVCS Regular Teacher

CPSE Committee:

Chairperson – Shawna Gugino
Parent Member
Special Education Teacher and/or service provider – CPSE service provider
WVCS General Education Teacher – PreK teacher
Cattaraugus County Representative

504 Committee:

Chairperson – Shawna Gugino
WVCS Regular Education Teacher
Service Provider as necessary

7 ayes, 0 nays, motion accepted

B. Moved by Harmony, seconded by Samborski to approve Antonette Leonard as the emergency CSE/CPSE/504 chairperson upon the superintendent's recommendation for the 2019/20 school year, at no additional salary. 7 ayes, 0 nays, motion accepted

C. Moved by Samborski, seconded by Cizdziel to approve the mileage allowance for 2019/20 will be set per the standard IRS rate. 7 ayes, 0 nays, motion accepted

D. Moved by Samborski, seconded by Harmony to approve that classes may not be held in grades seven and eight in West Valley Central High School on any authorized day when Regents Examinations are given when, at the discretion of the Superintendent, such action is necessary to provide adequate staff and space to administer said examinations in grades 9 through 12 in said school. 7 ayes, 0 nays, motion accepted

E. Moved by Samborski, seconded by Niesyty the approval of ceremonial firearms on campus; **BE IT RESOLVED**, that upon the recommendation of the Superintendent, ceremonial firearms will be allowed on the West Valley Central School campus for National Holiday celebrations. 7 ayes, 0 nays, motion accepted

F. Moved by Harmony, seconded by Samborski for Board of Education membership in NYS School Boards' Association, Cattaraugus/Allegany School Boards' Association and Rural Schools Association. 7 ayes, 0 nays, motion accepted 7 ayes, 0 nays, motion accepted
(if (F) is approved - appoint BOE member for item G and H)

G. Moved by Harmony, seconded by Samborski to designate the following voting delegate for NYS School Boards' Association: Gary Niesyty for the 2019/20 school year. 7 ayes, 0 nays, motion accepted

H. Designate the following representatives to the Cattaraugus/Allegany County School Boards' Association for 2019/20 school year:

1. Moved by Samborski, seconded by Harmony to designate Gary Niesyty to the **Executive** Committee. 7 ayes, 0 nays, motion accepted
 - a. Moved by Niesyty, seconded by Samborski to designate Mike Harmony as an **Alternate** to the Executive Committee. 7 ayes, 0 nays, motion accepted
2. Moved by Samborski, seconded by Cizdziel to designate Mike Harmony as Representative to the **Legislative** Committee. 7 ayes, 0 nays, motion accepted

I. Moved by Harmony, seconded by Niesyty to approve all Railroad Crossings in District for transportation of students;
Rt. 240, Fox Valley Rd., Roszyk Hill Rd., Kruse Rd., Fancy Tract Rd., Canada Hill Rd., Robbins Rd. and Rt. 242. 7 ayes, 0 nays, motion accepted

J. Moved by Samborski, seconded by Cizdziel to appoint William Sloand as New York State approved water systems operator, per the agreement with the Town of Ashford. 7 ayes, 0 nays, motion accepted

K. Moved by Samborski, seconded by Harmony to approve the following resolution; Minimum Emergency Building Temperature/Emergency Closings;
BE IT RESOLVED, that upon the recommendation of the Superintendent, the school will be closed if the temperature in the occupied (the word occupied refers to the building as a whole) spaces of the building falls below 65 degrees, from September 15th to May 31st, excluding the exceptions (for processing spaces – coolers or freezers and vigorous physical activities area – gymnasiums) per state law, or if predicted/existing weather or other conditions threaten the health and safety of students and staff. 7 ayes, 0 nays, motion accepted

L. Moved by Samborski, seconded by Harmony to approve James Boberg, Kasey Cummins, Todd Miller and Michael Parish as School Constables for the 2019/20 school year. 7 ayes, 0 nays, motion accepted

M. Moved by Harmony, seconded by Samborski to approve the following 2019/2020 substitute rates:

- *substitute monitor, substitute cleaner and substitute clerk– New York State minimum hourly wage \$11.10 (\$11.80 as of January 1, 2020)
 - *substitute nurse - \$20 per hour
 - *substitute bus driver - \$19.45 per hour for drive time and \$13.60 per hour for down time
 - *substitute bus mechanic - \$19.45 per hour
 - *substitute aides - \$78.00 (\$83 as of January 1, 2020) per full day
 - *substitute uncertified teacher - \$83.00 (\$88 as of January 1, 2020) per full day
 - *substitute certified teacher assistant - \$88.00 (\$93 as of January 1, 2020) per full day
 - *substitute certified teacher - \$98.00 (\$103 as of January 1, 2020) per full day
 - *substitute certified long-term teacher - \$125.00 (\$130 as of January 1, 2020) per day
- 7 ayes, 0 nays, motion accepted

N. Moved by Samborski, seconded by Cizdziel to approve the Emergency Management Team – Eric Lawton, Carolyn Boberg, Deb Brown, Bob Harrington, Matt LaBrake, Bill Sloand, Dana Westfall, Rae Ann Lindberg, Kyle Woodin, Ilene Simon, Dan Amodeo, Allison Kloepper, Ann O'Brien, Leanna Pfeffer, Bryan Hansen, Jenn Seltzer, Kelly Noto, Meghan George, Pam Casey, Vince Venitelli, Shawna Gugino, Michelle Hogenmiller, Colleen Fuller, Jackie Mumback, kitchen staff, Steve Wedvik-fire department, Mike Harmony. 7 ayes, 0 nays, motion accepted

XI. Moved by Samborski, seconded by Harmony to **ADJOURN** the Re-organizational Meeting at 7:15 pm and continue with the scheduled Regular Meeting.
7 ayes, 0 nays, motion accepted

District Clerk