

# West Valley Central School

## West Valley Central School Board of Education Official Minutes

**Annual Reorganization Meeting      July 7, 2015      Library-Media Center**

Members Present: Fleischman, Frascella, Kazmierczak, Cizdziel, Kowalski, Jackson-McCarty

Absent: Frank

Others Present: Lawton, Amodeo, O'Brien, Boberg, Amy Butler, Springville Journal reporter – Max Borsuk

The meeting was called to order at 6:35pm by Carolyn Boberg, Board of Education Clerk presiding.

### **PLEDGE OF ALLEGIANCE TO THE UNITED STATES FLAG**

*I. Administration of the Oath of Office by the District Clerk to the newly elected BOE Members*

\* Kimberly Cizdziel – 5 year term

\* Stephen Kowalski – 5 year term

### **II. ADOPT Reorganizational AGENDA**

Moved by Jackson-McCarty, Seconded by Frascella to adopt the re-organizational agenda as is. 6 ayes, 0 nays, motion accepted

### **III. 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 President nomination.

A. Kazmierczak nominated Michael Frascella for President of the Board of Education. Carolyn Boberg, District Clerk asked if there were any other nominations. None stated. Moved by Kazmierczak, Seconded by Kowalski to elect Michael Frascella as Board President. 6 ayes, 0 nays motion accepted

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

B. Frascella nominated George Kazmierczak for Vice President of the Board of Education. Carolyn Boberg, District Clerk asked if there were any other nominations. None stated. Moved by Frascella, Seconded by Jackson-McCarty to elect George Kazmierczak as Board Vice President. 6 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.***

Michael Frascella led the meeting as President

### **III. APPOINTMENT OF OFFICERS**

A. Moved by Jackson-McCarty, Seconded by Fleischman to appoint Carolyn Boberg as District Clerk for the 2015/16 school year. 6 ayes, 0 nays, motion accepted

***Administration of the Oath of Office by the BOE President to the District Clerk, was completed***

B. Moved by Jackson-McCarty, Seconded by Kazmierczak to appoint Michelle Hogenmiller as District Treasurer for 2015/16 school year. 6 ayes, 0 nays, motion accepted

C. Moved by Jackson-McCarty, Seconded by Kazmierczak to appoint Ann O'Brien as Deputy Treasurer for 2015/16 school year. 6 ayes, 0 nays, motion accepted

D. Moved by Jackson-McCarty, Seconded by Fleischman to authorize Patricia Dashnaw as Tax Collector, for 2015/16 school year, a stipend of \$2,601 will be paid. 6 ayes, 0 nays, motion accepted

E. Moved by Jackson-McCarty, Seconded by Kazmierczak to authorize John Seltzer as Internal Claims Auditor, for the 2015/16 school year, a stipend of 1,040 will be paid. 6 ayes, 0 nays, motion accepted

F. Moved by Jackson-McCarty, Seconded by Kazmierczak to authorize Patti Dashnaw as Deputy Claims Auditor, for the 2015/16 school year, at no additional pay. 6 ayes, 0 nays, motion accepted

G. Moved by Jackson-McCarty, Seconded by Frascella to authorize R.A. Mercer & Co., P.C. as External (Independent) Auditor for the 2015/2016 school year. 6 ayes, 0 nays, motion accepted

### **IV. OTHER APPOINTMENTS**

A. Moved by Jackson-McCarty, Seconded by Fleischman to appoint Charles M. Harrigan as the School Attorney for the 2015/16 school year, fee on an as per incident basis. 6 ayes, 0 nays, motion accepted

B. Moved by Jackson-McCarty, Seconded by Kowalski to appoint Hodgson and Russ as the School Attorney for the 2015/16 school year, fee on an as per incident basis. 6 ayes, 0 nays, motion accepted

C. Moved by Jackson-McCarty, Seconded by Kazmierczak to appoint Harris Beach Law firm as the School Attorney, for the 2015/16 school year, used for only special education incidents, fee on an as per incident basis. 6 ayes, 0 nays, motion accepted

D. Moved by Jackson-McCarty, Seconded by Fleischman to appoint Jennifer Seltzer as Central Treasurer and as official signature for checks in Extra Classroom Activity Accounts and Student Activity Accounts, at no additional salary.  
6 ayes, 0 nays, motion accepted

E. Moved by Jackson-McCarty, Seconded by Kazmierczak to appoint the Superintendent as the Attendance Officer, at no additional salary.  
6 ayes, 0 nays, motion accepted

F. Moved by Jackson-McCarty, Seconded by Kazmierczak to appoint the District Clerk as the Records Access Officer, at no additional pay. 6 ayes, 0 nays, motion accepted

G. Moved by Jackson-McCarty, Seconded by Kazmierczak to appoint the School Business Official as the Records Retention Officer and Records Management Officer, at no additional salary. 6 ayes, 0 nays, motion accepted

H. Moved by Jackson-McCarty, Seconded by Kazmierczak to appoint William Sloand as the Asbestos Designee, at no additional salary. 6 ayes, 0 nays, motion accepted

I. Moved by Jackson-McCarty, Seconded by Fleischman to authorize the School Business Official as Purchasing Agent, at no additional salary. Authorize the use of electronic signature plates for purchase orders. 6 ayes, 0 nays, motion accepted

J. Moved by Jackson-McCarty, Seconded by Frascella to approve the Superintendent as the Compliance Officer (Title IX/Section 504/ADA (Americans w/Disabilities Act)) for discrimination and harassment issues, at no additional salary. 6 ayes, 0 nays, motion accepted

K. Moved by Jackson-McCarty, Seconded by Kazmierczak to approve PreK-12 Principal as the Title IX Coordinator, at no additional salary.  
6 ayes, 0 nays, motion accepted

L. Moved by Kazmierczak, Seconded by Jackson-McCarty to approve Daniel Amodeo, PreK-12 Principal as the Dignity Act Coordinator for the 2015/16 school year, at no additional salary. 6 ayes, 0 nays, motion accepted

M. Moved by Fleischman, Seconded by Frascella to approve the following list of members for the CSE, CPSE and 504 Committees for the 2015/16 school year as follows:

CSE Committee:

Chairperson – Shawna Gugino

School Psychologist – Jill Milton

WVCS Special Education Teacher or Service Provider

WVCS Regular Teacher

CPSE Committee:

Chairperson – Shawna Gugino

Parent Member

Special Education Teacher or service provider – CPSE service provider

WVCS General Education Teacher – PreK teacher

Cattaraugus County Representative (Patricia Siminiski)

504 Committee:

Chairperson – Shawna Gugino

WVCS Regular Education Teacher

Service Provider as necessary

6 ayes, 0 nays, motion accepted

N. Moved by Kazmierczak, Seconded by Frascella to approve the Superintendent as the Reviewing Official for participation in the Federal Child Nutrition Program at no additional salary for the 2015/2016 school year.

6 ayes, 0 nays, motion accepted

O. Moved by Jackson-McCarty, Seconded by Fleischman to approve the PreK-12<sup>th</sup> grade Principal as the Hearing Official for participation in the Federal Child Nutrition Program at no additional salary for the 2015/16 school year.

6 ayes, 0 nays, motion accepted

P Moved by Jackson-McCarty, Seconded by Kazmierczak to approve Michelle Hogenmiller as the Verification Official for participation in the Federal Child Nutrition Program at no additional salary for the 2015/16 school year. 6 ayes, 0 nays, motion accepted

Q. Moved by Jackson-McCarty, Seconded by Kazmierczak to accept the 2015-2016 Federal Government's policy statement for Free and Reduced Price Meals.

6 ayes, 0 nays, motion accepted

R. Moved by Fleischman, Seconded by Frascella to appoint the Superintendent as the Faculty Auditor for 2015/16 at no additional salary.

6 ayes, 0 nays, motion accepted

S. Moved by Fleischman, Seconded by Frascella to approve the following bonded employees through Utica National Insurance (administered through Weast Agency):

Treasurer - \$1,000,000

Tax Collector - \$1,000,000

Internal Claims Auditor \$1,000,000

All others – employee theft and forgery \$100,000

6 ayes, 0 nays, motion accepted

T. Moved by Kazmierczak, Seconded by Kowalski to approve Robert Conrad, James Boberg and Douglas Bernhoft as the Audit Committee for 2015/16 school year, Michael Frascella, BOE member will serve as an alternate. 6 ayes, 0 nays, motion accepted

U. Moved by Jackson-McCarty, Seconded by Cizdziel to approve PreK-12 Principal and School Business Official as the Sexual Harassment Complaint Officers, at no additional salary. 6 ayes, 0 nays, motion accepted

V. Moved by Jackson-McCarty, Seconded by Fleischman to approve the PreK-12 Principal as the Liaison for Homeless Children and Youth, at no additional salary. 6 ayes, 0 nays, motion accepted

W. Moved by Jackson-McCarty, Seconded by Kazmierczak to approve William Sloand as the School Pesticide Representative at no additional salary for the 2015/16 school year. 6 ayes, 0 nays, motion accepted

X. Moved by Jackson-McCarty, Seconded by Fleischman to approve James Howe as the Safety, Chemical Hygiene and Risk Management Coordinator, as per WVSEA contract for 2015/16 school year. 6 ayes, 0 nays, motion accepted

Y. Moved by Jackson-McCarty, Seconded by Kazmierczak to approve Daniel Amodeo as the emergency CSE/CPSE/504 chairperson upon the superintendent's recommendation for the 2015/2016 school year, at no additional salary. 6 ayes, 0 nays, motion accepted

**V. DESIGNATIONS**

A. Moved by Jackson-McCarty, Seconded by Kazmierczak to approve the following;

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.

**2015-2016**

**West Valley Central School Board of Education  
Scheduled meetings**

Tuesday, July 7 <sup>th</sup> @6:30pm	Reorganization Meeting and Regular Meeting to follow
Monday, July 27 <sup>th</sup> @7pm	Regular Meeting
Monday, August 10 <sup>th</sup> @7pm	Regular Meeting
Monday, August 24 <sup>th</sup> @7pm	Regular Meeting
Monday, September 14 <sup>th</sup> @7pm	Regular Meeting
Monday, October 5 <sup>th</sup> @7pm	Regular Meeting
Monday, November 2 <sup>nd</sup> @7pm	Regular Meeting

Monday, December 7 <sup>th</sup> @7pm	Regular Meeting
Monday, January 11 <sup>th</sup> @7pm	Regular Meeting*
Monday, February 1 <sup>st</sup> @7pm	Regular Meeting*
Monday, March 7 <sup>th</sup> @7pm	Regular Meeting*
Monday, April 11 <sup>th</sup> @7pm	Regular Meeting**
Tuesday, April 19 <sup>th</sup> @7pm	BOE vote on BOCES Admin. Budget & BOCES BOE election during the regular meeting
Monday, May 9 <sup>th</sup> @7pm	Annual Budget Hearing (Auditorium)
	Regular meeting
Tuesday, May 17 <sup>th</sup> from noon-9pm	Annual Budget Vote/BOE Election (Foyer) @8pm
	Regular Meeting
Monday, June 6 <sup>th</sup> @7pm	Regular Meeting
Tuesday, June 21 <sup>st</sup> @7pm	Regular Meeting

**\* Budget Meetings**

**\*\*Date for 20016/17 Budget approval consideration**

6 ayes, 0 nays, motion accepted

B. Moved by Jackson-McCarty, Seconded by Kazmierczak to designate the following as the Official Bank Depositories (depositories of funds):

1. J.P. Morgan Chase Bank
2. Five Star Bank
3. Cattaraugus County Bank

6 ayes, 0 nays, motion accepted

C. Moved by Jackson-McCarty, Seconded by Cizdziel to designate the Springville Journal as Official Newspaper for the district. 6 ayes, 0 nays, motion accepted

**VI. AUTHORIZATIONS**

A. Moved by Jackson-McCarty, Seconded by Kazmierczak to authorize the Superintendent as the Payroll Certification Agent, at no additional salary. 6 ayes, 0 nays, motion accepted

B. Moved by Jackson-McCarty, Seconded by Kazmierczak to authorize the Superintendent to approve the attendance at conferences, conventions and workshops. 6 ayes, 0 nays, motion accepted

C. Moved by Jackson-McCarty, Seconded by Kazmierczak to authorize the approval of allocation for Petty Cash Funds, pursuant to Regulation 1703 of the Commissioner of Education to the following:

- Michelle Hogenmiller, \$100.00, Business Office
- Beth Roy, \$100.00 School Library.

D. Moved by Jackson-McCarty, Seconded by Fleischman to authorize the following as official signatures for checks:

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

6 ayes, 0 nays, motion accepted

E. Moved by Jackson-McCarty, Seconded by Kazmierczak to authorize the following as official electronic signature plates for checks:

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

6 ayes, 0 nays, motion accepted

F. Moved by Jackson-McCarty, Seconded by Kazmierczak 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.

6 ayes, 0 nays, motion accepted

G. Moved by Jackson-McCarty, Seconded by Kazmierczak 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. 6 ayes, 0 nays, motion accepted

H. Moved by Jackson-McCarty, Seconded by Kazmierczak 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. 6 ayes, 0 nays, motion accepted

I. Moved by Jackson-McCarty, Seconded by Kazmierczak 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. 6 ayes, 0 nays, motion accepted

**VII. OTHER ITEMS**

A. Moved by Jackson-McCarty, Seconded by Fleischman to approve the Superintendent as the Educational Official designated to receive court notification regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings. 6 ayes, 0 nays, motion accepted

B. Moved by Jackson-McCarty, Seconded by Frascella to approve the mileage allowance for 2015-16 will be set per standard IRS rate.  
6 ayes, 0 nays, motion accepted

C. Moved by Fleischman, Seconded by Jackson-McCarthy 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. 6 ayes, 0 nays, motion accepted

D. Moved by Jackson-McCarty, Seconded by Fleischman to approve 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.  
6 ayes, 0 nays, motion accepted

E. Moved by Jackson-McCarty, Seconded by Kowalski to approve the Board of Education membership in NYS School Boards' Association and Cattaraugus/Allegany School Boards' Association. 6 ayes, 0 nays, motion accepted

***(if (E) is approved - appoint BOE member for item F and G)***

F. Moved by Cizdziel, Seconded by Kowalski to designate Stephen Kowalski, BOE member as the voting delegate for NYS School Boards' Association, for the 2015/2016 school year.  
6 ayes, 0 nays, motion accepted

G. Motion to designate the following representatives to the Cattaraugus/Allegent County School Boards' Association for the 2015/16 school year.

1. Moved by Kazmierczak, Seconded by Cizdziel to designate Michael Frascella, BOE member to the **Executive** committee. 6 ayes, 0 nays, motion accepted

a. Moved by Frascella, Seconded by Kazmierczak to designate Stephen Kowalski, BOE member as the **Alternate** to the Executive Committee. 6 ayes, 0 nays, motion accepted

2. Moved by Kazmierczak, Seconded by Frascella to designate Stephen Kowalski, BOE member to the **Legislative** Committee. 6 ayes, 0 nays, motion accepted



H. Moved by Jackson-McCarty, Seconded by Frascella to approve all Railroad Crossings in District for transportation of students.

Rt. 240, Fox Valley Rd., Roszyk Hill Rd., Kruse Rd., Fancy Tract Rd. and Canada Hill Rd.  
6 ayes, 0 nays, motion accepted

I. Moved by Kazmierczak, Seconded by Fleischman 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 15<sup>th</sup> to May 31<sup>st</sup>, 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.

6 ayes, 0 nays, motion accepted

**XI.** Moved by Kazmierczak, Seconded by Kowalski to **ADJOURN** the Re-organizational Meeting at 7:22pm and continue on to the Regular Meeting.

6 ayes, 0 nays, motion accepted

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District Clerk