

# West Valley Central School

## West Valley Central School Board of Education Official Minutes

**Annual Reorganization Meeting      July 2, 2013      Library-Media Center**

Members Present: Jackson-McCarty, Fleischman, Frascella, McCauley, Engels, Kazmierczak, Frank

Absent: none

Others Present: Lawton, Amodeo, O'Brien, Boberg, Amy Butler, Springville Journal reporter, Craig Stiller

### **I. CALL to ORDER**

The meeting was called to order at 6:30pm by Carolyn Boberg, Board of Education Clerk presiding.

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

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

- \* Brad Frank
- \* Teaseleman Jackson-McCarty

### **IV. ADOPT Reorganizational AGENDA**

Moved by Frascella, Seconded by Jackson-McCarty to adopt the re-organizational agenda as stated with no additions, changes or deletions.

7 ayes, 0 nays, motion accepted

### **V. 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 President nomination.

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

7 ayes, 0 nays motion accepted

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

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

Michael Frascella led the meeting as President

## **VI. APPOINTMENT OF DISTRICT OFFICERS**

A. Moved by Engels, Seconded by McCauley to appoint Carolyn Boberg as District Clerk for 2013/14 school year. 7 ayes, 0 nays, motion accepted

***Administration of the Oath of Office by the BOE President***

B. Moved by McCauley, Seconded by Engels to appoint Ann O'Brien as Deputy District Treasurer for 2013/2014 school year. 7 ayes, 0 nays, motion accepted

***Administration of the Oath of Office by the District Clerk***

C. Moved by McCauley, Seconded by Engels to appoint Linda Kay as District Treasurer for 2013/14 school year. 7 ayes, 0 nays, motion accepted

D. Moved by McCauley, Seconded by Engels to authorize the signature of Patricia Dashnaw– Tax Collector as the official signature for checks in the Tax Account. 7 ayes, 0 nays, motion accepted

E. Moved by McCauley, Seconded by Jackson-McCarty to authorize Bonnie Frank 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

F. Moved by McCauley, Seconded by Jackson-McCarty to approve the Superintendent as the Faculty Auditor for 2013/14 school year, – at no additional salary. 7 ayes, 0 nays, motion accepted

G. Moved by Engels, Seconded by Frank to approve the following as Audit Committee members for the 2013/2014 school year; Robert Conrad, James Boberg, Douglas Bernhoft and Michael Frascella, BOE member as an alternate. 7 ayes, 0 nays, motion accepted

## **VII. OTHER APPOINTMENTS**

A. Moved by Engels, Seconded by McCauley to appoint Dr. Lori Hudzinski from Concord Medical Group as the School Physician for 2013/14 school year. 7 ayes, 0 nays, motion accepted,

B. Moved by McCauley, Seconded by Jackson-McCarty to appoint the Superintendent as the Attendance Officer, at no additional salary. 7 ayes, 0 nays, motion accepted

C. Moved by McCauley, Seconded by Jackson-McCarty to approve the following list of members for the CSE, CPSE and 504 Committees for the 2013/14 school year as follows:

**CSE Committee:**

Chairperson  
School Psychologist – Jill Milton  
WVCS Special Education Teacher or Service Provider  
WVCS Regular Teacher

**CPSE Committee:**

Chairperson  
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  
WVCS Regular Education Teacher  
Service Provider as necessary

7 ayes, 0 nays, motion accepted

D. Moved by Jackson-McCarty, Seconded by McCauley to appoint the District Clerk as the Records Access Officer, at no additional pay. 7 ayes, 0 nays, motion accepted

E. Moved by Jackson-McCarty, Seconded by McCauley to appoint the School Business Official as the Records Retention Officer and Records Management Officer, at no additional salary. 7 ayes, 0 nays, motion accepted

F. Moved by Engels, Seconded by Frank to appoint William Sloand as the Asbestos Designee, at no additional salary. 7 ayes, 0 nays, motion accepted

G. Moved by McCauley, Seconded by Engels to appoint the Superintendent as the Title IX/Section 504/ADA (Americans w/Disabilities Act) compliance Officer(s), at no additional salary. 7 ayes, 0 nays, motion accepted

H. Moved by McCauley, Seconded by Jackson-McCarty to appoint the PreK-12<sup>th</sup> Principal as the Title IX Coordinator, at no additional salary. 7 ayes, 0 nays, motion accepted

I. Moved by Jackson-McCarty, Seconded by Frank to appoint the PreK-12<sup>th</sup> Principal as the Homeless Liaison, at no additional salary. 7 ayes, 0 nays, motion accepted

J. Moved by McCauley, Seconded by Engels to approve James Howe as the Safety, Chemical Hygiene and Risk Management Coordinator, as per WVSEA contract for 2013/14 school year. 7 ayes, 0 nays, motion accepted

K. Moved by Engels, Seconded by Jackson-McCarty to appoint Daniel Amodeo, PreK-12<sup>th</sup> grade principal as the Dignity Act Coordinator for the 2013/14 school year, at no additional salary. 7 ayes, 0 nays, motion accepted

L. Moved by McCauley, Seconded by Jackson-McCarty to approve Charles M, Harrigan as the School Attorney for the 2013/14 school year, fee on an as per incident basis. 7 ayes, 0 nays, motion accepted

M. Moved by McCauley, Seconded by Engels to approve Hodgson and Russ as the School Attorney for the 2013/14 school year, fee on an as per incident basis. 7 ayes, 0 nays, motion accepted

N. Moved by Engels, Seconded by Frank to approve Harris Beach Law firm as the School Attorney for the 2013/14 school year, used for only special education incidents, fee on an as per incident basis. 7 ayes, 0 nays, motion accepted

O. Moved by McCauley, Seconded by Jackson-McCarty to appoint John Seltzer as the Internal Claims Auditor, for the 2013/14 school year. 7 ayes, 0 nays, motion accepted

P. Moved by McCauley, Seconded by Frank to appoint Patti Dashnaw as the Deputy Claims Auditor, for the 2013/14 school year. 7 ayes, 0 nays, motion accepted

### VIII. DISTRICT DESIGNATIONS

A. Moved by McCauley, Seconded by Jackson-McCarty to approve the following allocation for Petty Cash Funds, pursuant to Regulation 1703 of the Commissioner of Education:

Linda Kay, \$100.00, Business Office  
Beth Roy, \$100.00 School Library

7 ayes, 0 nays, motion accepted

B. Moved by Frank, Seconded by McCauley to designate the Springville Journal as official newspaper for the district. 7 ayes, 0 nays, motion accepted

C. Moved by Engels, Seconded by McCauley to designate the following as Bank Depositories of funds:

1. M&T Bank
2. J.P. Morgan Chase Bank
3. Cattaraugus County Bank
4. Five Star Bank

7 ayes, 0 nays, motion accepted

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

Linda Kay, District Treasurer  
Ann O' Brien, Deputy District Treasurer

7 ayes, 0 nays, motion accepted

E. Moved by Engels, Seconded by Frank to authorize the following as official signatures for checks:

Linda Kay, District Treasurer  
Ann O'Brien, Deputy District Treasurer  
Michael Frascella, BOE President  
Carolyn Boberg, BOE District Clerk

7 ayes, 0 nays, motion accepted

F. Moved by McCauley, Seconded by Jackson-McCarty 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

G. Moved by McCauley, Seconded by Jackson-McCarty to approve the Superintendent as the Payroll Certification Agent, at no additional salary. 7 ayes, 0 nays, motion accepted

H. Moved by McCauley, Seconded by Frank 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. 7 ayes, 0 nays, motion accepted

I. Moved by McCauley, Seconded by Engels to approve William Sloand as the School Pesticide Representative at no additional salary for the 2013/14 school year. 7 ayes, 0 nays, motion accepted

J. Moved by McCauley, Seconded by Fleischman to approve the Superintendent as the Reviewing Official for participation in the Federal Child Nutrition Program at no additional salary for the 2013/2014 school year. 7 ayes, 0 nays, motion accepted

K. Moved by McCauley, Seconded by Jackson-McCarty to approve 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 2013/14 school year. 7 ayes, 0 nays, motion accepted

L. Moved by Jackson-McCarty, Seconded by Frank to approve Linda Kay as the Verification Official for participation in the Federal Child Nutrition Program at no additional salary for the 2013/14 school year. 7 ayes, 0 nays, motion accepted

**IX. AUTHORIZATIONS**

Moved by Jackson-McCarty, Seconded by McCauley to vote on **items A-J** as a Consent Agenda.

A. Approved the Superintendent to authorize the attendance at conferences, conventions and workshops.

B. Authorized 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.

C. Authorized 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.

D. Approved the mileage allowance for 2013-14 will be set per standard IRS rate.

E. Authorized the Pre K – 12<sup>th</sup> grade principal and School Business Official as the Sexual Harassment Complaint Officers, at no additional salary.

F. Authorized 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.

G. Authorized the Community Education Library Teacher salary - \$16 per hour.

H. Authorized all Railroad Crossings in District for transportation of students.  
Rt. 240, Fox Valley Rd., Roszyk Hill Rd., Kruse Rd., Fancy Tract Rd. (3) and Canada Hill Rd.

I. Authorized 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.

J. Authorized 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

K. Moved by McCauley, Seconded by Jackson-McCarty to approve the Board of Education membership in NYS School Boards' Association and Cattaraugus/Allegany School Boards' Association. 7 ayes, 0 nays, motion accepted

*(if (K) is approved - appoint BOE member for item L and M)*

L. Moved by McCauley, Seconded by Frank to designate Jackson-McCarty as the voting delegate for NYS School Boards' Association for the 2013/2014 school year. 7 ayes, 0 nays, motion accepted

M. Designate the following representatives to the Cattaraugus/Allegany County School Boards' Association for 2013/2014 school year:

1. Moved by McCauley, Seconded by Engels to designate Michael Frascella to the **Executive** Committee. 7 ayes, 0 nays, motion accepted

a. Moved by McCauley, Seconded by Frank to designate Kazmierczak as the **Alternate** to the **Executive Committee**. 7 ayes, 0 nays, motion accepted

2. Moved by Jackson-McCarty, Seconded by Frank to designate McCauley as the Representative to the **Legislative** Committee 7 ayes, 0 nays, motion accepted

P. Moved by Engels, Seconded by Jackson-McCarty to approve the 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/Media Center:

**2013-2014 Regular Meeting Dates**  
**West Valley Central School Board of Education**

Tuesday, July 2 <sup>nd</sup>	Reorganization Meeting
July 2 <sup>nd</sup>	Regular Meeting
Monday, July 15 <sup>th</sup>	Regular Meeting
Monday, August 5 <sup>th</sup>	Regular Meeting
Monday, August 26 <sup>th</sup>	Regular Meeting
Monday, September 16 <sup>th</sup>	Regular Meeting
Monday, October 7 <sup>th</sup>	Regular Meeting
Monday, November 4 <sup>th</sup>	Regular Meeting
Monday, December 9 <sup>th</sup>	Regular Meeting
Monday, January 6 <sup>th</sup>	Regular Meeting*
Monday, January 27 <sup>th</sup>	Regular Meeting*
Monday, February 10 <sup>th</sup>	Regular Meeting*
Monday, February 24 <sup>th</sup>	Regular Meeting*
Monday, March 10 <sup>th</sup>	Regular Meeting*
Monday, March 24 <sup>th</sup>	Regular Meeting*
Monday, April 7 <sup>th</sup>	Regular Meeting**

Tuesday, April 22 <sup>nd</sup>	BOCES Admin. Budget & BOE election/Regular mtg
Monday, May 12 <sup>th</sup>	Annual Budget Hearing (Auditorium)
May 12 <sup>th</sup>	Regular meeting
Tuesday, May 20 <sup>th</sup>	Annual Budget Vote/BOE Election (Foyer)
May 20 <sup>th</sup>	Regular Meeting
Monday, June 2 <sup>nd</sup>	Regular Meeting
Monday, June 23 <sup>rd</sup>	Regular Meeting

**\* Budget Meetings**

**\*\*Date for 20014/15 Budget approval consideration**

7 ayes, 0 nays, motion accepted

O. Moved by McCauley, Seconded by Jackson-McCarty 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. 7 ayes, 0 nays, motion accepted

P. Moved by McCauley, Seconded by Frank to approve the following 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

Q. Moved by McCauley, Seconded by Jackson-McCarty to accept the 2013-2014 Federal Government’s policy statement for Free and Reduced Price Meals.

7 ayes, 0 nays, motion accepted

R. Moved by Engels, Seconded by McCauley 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

S. Moved by Jackson-McCarty, Seconded by Frank to approve the following substitute per diem as \$70.00 for certified teachers and \$60.00 for uncertified for the 2013-14 school year.

**After BOE discussion – the motion was tabled by consensus until wages can be gathered from surrounding districts to compare.**



T. Moved by McCauley, Seconded by Jackson-McCarty to authorize the following **Emergency Management Team** – James Howe, Eric Lawton, Daniel Amodeo, Ann O'Brien, Patricia Belscher, Deborah Brown, Mary Crandall, Kevin Murray, Robert Harrington, Linda Kay, Matthew LaBrake, Rae Ann Lindberg, Kim Mortenson, William Sloand, Dana Westfall, Kyle Woodin, Keith Young, Cathie Nason, Kathie Larsson, Brad Frank, BOE member.  
6 ayes, 0 nays, 1 abstain (Frank) motion accepted

**XI.** Moved by Engels, Seconded by Jackson-McCarty to **ADJOURN** the Re-organizational Meeting at 7:19 pm and continue on to the Regular Meeting.  
7 ayes, 0 nays, motion accepted

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District Clerk