

**West Valley Central School Board of Education
Official Minutes**

Annual Reorganization Meeting July 3, 2012 Library-Media Center

Members Present: Kowalski, Jackson-McCarty, Fleischman, Frascella
Absent: McCauley, Engels, Kazmierczak
Others Present: Lawton, Amodeo, Bagley, Boberg, Amy Butler, Paul Bembia, Mr. Fleischman, Robert Lorenz-Springville Journal

I. CALL to ORDER

The meeting was called to order at 6:45pm by Carolyn Boberg, Board of Education Clerk presiding.

II. PLEDGE OF ALLEGIANCE TO THE UNITED STATES FLAG

III. ADOPT AGENDA

Moved by Kowalski, Seconded by Frascella to adopt the re-organizational agenda as stated with no additions, changes or deletions. 4 ayes, 0 nays, motion accepted

IV. Administration of the Oath of Office by the District Clerk to the new BOE Member

* Elected member – Mary Fleischman completed

V. Nomination of BOARD OFFICERS and ADMINISTRATION of the OATH of OFFICE by the BOE CLERK to the newly ELECTED BOARD OFFICERS and Administration.

Nomination of Board Officers

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

A. Frascella nominated Stephen Kowalski for President of the Board of Education. Boberg, District Clerk asked if there were any other nominations. None stated. Moved by Frascella, Seconded by Jackson-McCarty to elect Stephen Kowalski as Board President. 4 ayes, 0 nays motion accepted

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

B. Kowalski nominated Teaseleman Jackson-McCarty for Vice President of the Board of Education. Boberg, District Clerk asked if there were any other nominations. None stated. Moved by Kowalski, Seconded by Frascella to elect Teaseleman Jackson-McCarty as Board Vice President. 4 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.

VI. APPOINTMENT OF DISTRICT OFFICERS

A. Moved by Frascella, Seconded by Jackson-McCarty to appoint Carolyn Boberg as District Clerk for 2012/13 school year. 4 ayes, 0 nays, motion accepted

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

B. Moved by Frascella, Seconded by Jackson-McCarty to appoint Linda Kay as the Deputy District Treasurer for 2012/13 school year. 4 ayes, 0 nays, motion accepted

C. Moved by Jackson-McCarty, Seconded by Frascella to authorize the signature of Patricia Dashnaw, Tax Collector as the official signature for checks in the Tax Account. 4 ayes, 0 nays, motion accepted

D. Moved by Jackson-McCarty, Seconded by Frascella to appoint R.A. Mercer & Co., P.C. as the External (Independent) Auditor for 2012/13 school year. 4 ayes, 0 nays, motion accepted

E. Moved by Frascella, 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. 4 ayes, 0 nays, motion accepted

F. Moved by Frascella, Seconded by Jackson-McCarty to appoint Robert Conrad, James Boberg, Douglas Bernhoft and Stephen Kowalski, BOE member as an alternate for the Audit Committee for 2012/13 school year. 4 ayes, 0 nays, motion accepted

VII. OTHER APPOINTMENTS

A. Moved by Frascella, Seconded by Jackson-McCarty to appoint, Dr. Lori Hudzinski from Concord Medical Group as the School Physician for the 2012/13 school year. 4 ayes, 0 nays, motion accepted

B. Moved by Kowalski, Seconded by Frascella to appoint the Superintendent as the Attendance Officer, at no additional salary. 4 ayes, 0 nays, motion accepted

C. Moved by Jackson-McCarty, Seconded by Frascella to approve the following list of members for the CSE, CPSE and 504 Committees for the 2012/13 school year as follows:

CSE Committee:

Chairperson – Justine Stephan
Parent Member – Patricia Morton, Donna Heim, Amy Ignatowski
School Psychologist – Jill Milton
WVCS Special Education Teacher –
Pamela Casey/Deborah Fridman/Polly McCauley/Kyle Woodin
Guidance/Transition Counselor–Matthew LaBrake, RaeAnn Lindberg
LEA (Local Education Agency) Representative – Justine Stephan

CPSE Committee:

Chairperson – Justine Stephan
Parent Member – Pat Morton, Donna Heim
Special Education Teacher or service provider – CPSE service provider
WVCS General Education Teacher – PreK teacher
LEA (Local Education Agency) Representative – Justine Stephan

504 Committee:

Chairperson – Justine Stephan
Guidance/Transition Counselor – Matthew LaBrake, RaeAnn Lindberg
LEA (Local Education Agency) Representative – Justine Stephan

4 ayes, 0 nays motion accepted

D. Moved by Frascella, Seconded by Jackson-McCarty to appoint the District Clerk as the Records Access Officer, at no additional pay. 4 ayes, 0 nays, motion accepted

E. Moved by Frascella, Seconded by Jackson-McCarty to appoint the Business Official/District Treasurer as the Records Retention Officer and Records Management Officer, at no additional pay. 4 ayes, 0 nays, motion accepted

F. Moved by Kowalski, Seconded by Frascella to appoint William Sloand as the Asbestos Designee, as per contract agreement. 4 ayes, 0 nays, motion accepted

G. Moved by Jackson-McCarty, Seconded by Frascella to appoint the Superintendent as the Title IX/Section 504/ADA (Americans w/Disabilities Act) compliance Officer(s), at no additional salary. 4 ayes, 0 nays, motion accepted

H. Moved by Frascella, Seconded by Jackson-McCarty to appoint the PreK-12th Principal as the Title IX Coordinator, at no additional salary.
4 ayes, 0 nays, motion accepted

I. Moved by Frascella, Seconded by Jackson-McCarty to authorize the PreK-12 Principal as the Homeless Liaison for the 2012/13 school year, at no additional salary. 4 ayes, 0 nays, motion accepted

J. Moved by Frascella, Seconded by Jackson-McCarty to appoint James Howe as the Safety, Chemical Hygiene and Risk Management Coordinator, as per WVSEA contract for 2012/13 school year. 4 ayes, 0 nays, motion accepted

Moved by Frascella, Seconded by Jackson-McCarty to vote on items K-Q as a Consent Agenda.

K. School Attorney for the 2012/13 school year, Charles M. Harrigan, fee on an as per incident basis.

L. School Attorney for the 2012/13 school year, Hodgson and Russ, fee on an as per incident basis.

M. School Attorney, Harris Beach Law firm for the 2012/13 school year, used for only special education incidents, fee on an as per incident basis.

N. Internal Claims Auditor, John Seltzer for the 2012/13 school year.

O. Deputy Claims Auditor, Patrica Dashnaw for the 2012/2013 school year.

P. Internal Auditor, Nichele James for the 2012/2013 school year.

Q. Business Official/District Treasurer as the Insurance Advisor at no additional salary for the 2012/13 school year.

4 ayes, 0 nays, motion accepted

VIII. DISTRICT DESIGNATIONS

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

Linda Kay, \$100.00, Business Office

Beth Roy, \$100.00 School Library

4 ayes, 0 nays, motion accepted

B. Moved by Frascella, Seconded by Jackson-McCarty to designate the Springville Journal as the official newspaper for the district. 4 ayes, 0 nays, motion accepted

C. Moved by Jackson-McCarty, Seconded by Frascella 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

4 ayes, 0 nays, motion accepted

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

Linda Kay, Deputy District Treasurer

4 ayes, 0 nays, motion accepted

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

Linda Kay, Deputy District Treasurer

Stephen Kowalski, President

Carolyn Boberg, BOE District Clerk

4 ayes, 0 nays, motion accepted

F. Moved by Frascella, Seconded Jackson-McCarty to authorize the Business Official/District Treasurer as the Purchasing Agent and the use of electronic signature plates for purchase orders, at no additional salary. 4 ayes, 0 nays, motion accepted

G. Moved by Frascella, Seconded by Jackson-McCarty to authorize the Superintendent as the Payroll Certification Agent, at no additional salary. 4 ayes, 0 nays, motion accepted

H. Moved by Frascella, Seconded by Kowalski to approve William Sloand as the School Pesticide Representative at no additional salary for the 2012/13 school year. 4 ayes, 0 nays, motion accepted

I. Moved by Frascella, Seconded by Jackson-McCarty 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. 4 ayes, 0 nays, motion accepted

J. Moved by Frascella, Seconded by Jackson-McCarty to approve the PreK-12th grade Principal as the Hearing Official for participation in the Federal Child Nutrition Program at no additional salary for the 2012/13 school year.

4 ayes, 0 nays, motion accepted

K. Moved by Jackson-McCarty, Seconded by Frascella to approve Linda Kay as the Verification Official for participation in the Federal Child Nutrition Program at no additional salary for the 2012/13 school year. 4 ayes, 0 nays, motion accepted

L. Moved by Frascella, Seconded by Jackson-McCarty to approve the Superintendent as the Reviewing Official for participation in the Federal Child Nutrition Program at no additional salary for the 2012/2013 school year.

4 ayes, 0 nays, motion accepted

IX. AUTHORIZATIONS

Moved by Frascella, Seconded by Fleischman 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 the 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 Sexual Harassment Complaint Officers as the PreK – 12th Principal and District Treasurer/Business Official at no additional salary.

E. Approved 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.

F. Approved the mileage allowance for the 2012-13 school year be set per standard IRS rate.

G. Approved the Community Education Library Teacher salary for \$16 per hour.

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

I. Approved 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.

4 ayes, 0 nays, motion accepted

K. Moved by Frascella, Seconded by Jackson-McCarty to approve the Board of Education membership in NYS School Boards' Association and Cattaraugus/Allegany School Boards' Association. 4 ayes, 0 nays, motion accepted

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

L. Moved by Frascella, Seconded by Kowalski to designate Jackson-McCarty as the voting delegate for NYSSBA (New York State School Boards Association) for the 2012/2013 school year. 4 ayes, 0 nays, motion accepted

M. Designate the following representatives to the Cattaraugus County School Board Association for the 2012/2013 school year;

1. Moved by Jackson-McCarty, Seconded by Fleischman to designate Kowalski as a representative to the Executive Committee of the Cattaraugus County School Board Association for the 2012/2013 school year. 4 ayes, 0 nays, motion accepted

a. Moved by Jackson-McCarty, Seconded by Fleischman to designate Frascella as a alternate representative to the Executive Committee. 4 ayes, 0 nays, motion accepted

2. Moved by Frascella, Seconded by Jackson-McCarty to designate Kowalski as a representative to the Legislative Committee. 4 ayes, 0 nays, motion accepted

N. Moved by Frascella, 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 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. 4 ayes, 0 nays, motion accepted

O. Moved by Frascella, Seconded by Jackson-McCarty to approve the following as bonded employees through Utica National Insurance (administered through Weast Agency):

Treasurer - \$1,000,000

Tax Collector - \$1,000,000

All others – employee dishonesty, forgery \$100,000

All others – employee theft \$25,000

4 ayes, 0 nays, motion accepted

P. Moved by Jackson-McCarty, Seconded by Fleischman to approve that the determination of date, time and place of regularly scheduled meetings are as followed: **RESOLVED**, that the regular meetings of the West Valley Central School District Board of Education will be as per the following schedule, at 7pm and in the Library/Media Center, unless otherwise stated.

2012-2013 Regular Meeting Dates West Valley Central School Board of Education

Tuesday, July 3 rd	Reorganization Meeting
July 3 rd	Regular Meeting
Monday, July 23 rd	Regular Meeting
Monday, August 6 th	Regular Meeting
Monday, August 20 th	Regular Meeting
Monday, September 17 th	Regular Meeting
Monday, October 15 th	Regular Meeting
Monday, November 19 th	Regular Meeting
Monday, December 10 th	Regular Meeting
Monday, January 7 th	Regular Meeting*
Monday, January 28 th	Regular Meeting*
Monday, February 11 th	Regular Meeting*

Monday, February 25 th	Regular Meeting*
Monday, March 11 th	Regular Meeting*
Monday, March 25 th	Regular Meeting*
Monday, April 15 th	Regular Meeting**
Tuesday, April 23 rd	BOCES Admin. Budget & BOE election/Regular mtg
Monday, May 13 th	Annual Budget Hearing (Auditorium)
May 13 th	Regular meeting
Tuesday, May 21 st	Annual Budget Vote/BOE Election (Foyer)
May 21 st	Regular Meeting
Monday, June 3 rd	Regular Meeting
Monday, June 24 th	Regular Meeting

*** Budget Meetings**

****Date for 2013/14 Budget approval consideration**

4 ayes, 0 nays, motion accepted

Q. Moved by Jackson-McCarty, Seconded by Frascella to authorize a service contract for the 2012/13 school year with Schindler Elevator Company. 4 ayes, 0 nays, motion accepted

R. Moved by Frascella, Seconded by Jackson-McCarty to authorize a service contract for the 2012-13 school year with Xerox Corporation. 4 ayes, 0 nays, motion accepted

S. Moved by Jackson-McCarty, Seconded by Frascella to authorize a service contract for the 2012-13 school year with Logical Control Solutions (Heat). 4 ayes, 0 nays, motion accepted

T. Moved by Kowalski, Seconded by Jackson-McCarty to authorize a service contract for the 2012-13 school year with Orkin (Insect Control). 4 ayes, 0 nays, motion accepted

U. Moved by Frascella, Seconded by Fleischman to authorize a service contract for the 2012-13 school year with Davis Ulmer (Security System).
4 ayes, 0 nays, motion accepted

V. Moved by Jackson-McCarty, Seconded by Frascella to authorize a service contract for the 2012-13 school year with Casella Waste Services SDS Olean Hauling (garbage).
4 ayes, 0 nays, motion accepted

W. Moved by Jackson-McCarty, Seconded by Frascella to accept the 2012-2013 Federal Government's policy statement for Free and Reduced Price Meals.
4 ayes, 0 nays, motion accepted

X. Moved by Jackson-McCarty, Seconded by Frascella 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. 4 ayes, 0 nays, motion accepted

Y. Moved by Frascella, Seconded by Jackson-McCarty to approve the following 403B providers:

(1)Princor Mutual Funds (2) American Funds (3)ING Opportunity Plus
(4)Equitable Life Insurance (5) The Legend Group (6)First Investors Corp.

4 ayes, 0 nays, motion accepted

Z. Moved by Frascella, Seconded by Jackson-McCarty to approve the following substitute per diem as \$70.00 for certified teachers and \$60.00 for uncertified for the 2012-13 school year. 4 ayes, 0 nays, motion accepted

X. OTHER AUTHORIZATIONS

A. Moved by Frascella, Seconded by Jackson-McCarty to approve the Emergency Management Team as follows – James Howe, Eric Lawton, Daniel Amodeo, District Treasurer/Business Official, 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 Benz, Kathie Larsson, and Stephen Kowalski, board member. 4 ayes, 0 nays, motion accepted

B. Moved by Frascella, Seconded by Jackson-McCarty to approve board policy #5220 District Investments, #5410 Purchasing and #3410 Code of Conduct on School Property have been reviewed. 4 ayes, 0 nays, motion accepted

C. Moved by Frascella, Seconded by Jackson-McCarty to approve the Business Official/District Treasurer as the Medicaid Compliance Officer, as required by board policy #5574, at no additional pay.
4 ayes, 0 nays, motion accepted

XI. Moved by Jackson-McCarty, Seconded by Frascella to **ADJOURN** the Re-organizational Meeting at 7:23pm and continue on to the Regular Meeting.
4 ayes, 0 nays, motion accepted

District Clerk