

West Valley Central School Board of Education

Annual Reorganization Meeting July 5, 2011 Library-Media Center

Members Present: McCauley, Kowalski, Engels, Jackson-McCarty, Pfeffer,
Kazmierczak

Absent: none

Others Present: Bowen, Boberg, Justine Stephen, Springville Journal reporter, Leslie Durandetto, Marylou Forster, Amy Butler, *newly elected BOE member Michael Frascella*

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. ADOPT AGENDA

Moved by Jackson-McCarty, Seconded by Pfeffer to adopt the re-organizational agenda as stated. 6 ayes, 0 nays, motion carried

IV. Administration of the Oath of Office to new BOE Member (BOE CLERK)

Elected member – Michael Frascella

V. ELECTION of BOARD OFFICERS and ADMINISTRATION of the OATH of OFFICE by the BOE CLERK to the ELECTED BOARD OFFICERS. ADMINISTRATION of the OATH of OFFICE by the BOE CLERK to the SUPERINTENDENT.

Nomination of officers

A. Carolyn Boberg, Board of Education Clerk asked for nomination of *Board of Education President*-Jackson-McCarty made the nomination of Stephen Kowalski. Board Clerk asked if there were any other nominations for *President*-McCauley made the nomination of C. Mark Pfeffer. Board Clerk stated that Kowalski was nominated first, so action on that nomination will proceed as follows: moved by Jackson-McCarty, to nominate Stephen Kowalski, seconded by Kazmierczak, board clerk asked for roll call: Pfeffer – nay, Jackson-McCarty – aye, Frascella – aye, Kowalski – aye, McCauley – nay, Engels – aye, Kazmierczak – aye. **5 ayes, 2 nays, motion accepted.**

There was no need to vote on the second nomination of C. Mark Pfeffer for Board President due to the majority of the Board of Education members voting in favor of the first nomination.

B. Carolyn Boberg, Board of Education Clerk asked for nomination of *Board of Education Vice-President* Pfeffer made the nomination of Dennis McCauley. Board Clerk asked if there were any other nominations for *Vice-President* – Kowalski made the nomination of George Kazmierczak. Board Clerk stated that McCauley was nominated first, so action on that nomination will proceed as follows: moved by Pfeffer, to nominate Dennis McCauley, seconded by Engels, Board Clerk asked for roll call: Pfeffer – aye, Jackson-McCarty – nay, Frascella – nay, Kowalski – nay, McCauley – aye, Engels – aye, Kazmierczak – nay. **3 ayes, 4 nays, motion rejected.**

Board Clerk stated that George Kazmierczak was nominated second, so action of that nomination will proceed as follows: moved by Kowalski, to nominate George Kazmierczak, seconded by Jackson-McCarty, Board Clerk asked for roll call: Pfeffer – nay, Jackson-McCarty – aye, Frascella – aye, Kowalski – aye, McCauley – nay, Engels – aye, Kazmierczak – aye. **5 ayes, 2 nays, motion accepted.**

1. Administration of the Oath of Office by Carolyn Boberg, BOE Clerk to the newly Elected Board Officers as follows:

Stephen Kowalski – President of the Board of Education

George Kazmierczak – Vice President of the Board of Education

2. Administration of the Oath of Office by Carolyn Boberg, BOE Clerk to Hillary W. Bowen, Superintendent.

VI. APPOINTMENT OF DISTRICT OFFICERS

A. Moved by Engels, Seconded by Kazmierczak to appoint Carolyn Boberg as the District Clerk for the 2011/12 school year. 7 ayes, 0 nays, motion accepted

B. Moved by Jackson-McCarty, Seconded by McCauley to appoint Michael Chudy as the Business Official/District Treasurer for the 2011/12 school year. 7 ayes, 0 nays, motion accepted

C. Moved by Engels, Seconded by McCauley to appoint Linda Kay as the Deputy District Treasurer for the 2011/12 school year. 7 ayes, 0 nays, motion accepted

D. Moved by Pfeffer, Seconded by McCauley to appoint R.A. Mercer & Co., P.C. as the External (Independent) Auditor for the 2011/12 school year. 7 ayes, 0 nays, motion accepted

E. Moved by Jackson-McCarty, Seconded by McCauley to authorize Bonnie Frank as the Central Treasurer and as official signature for checks in Extra Classroom Activity Accounts and Student Activity Accounts, at no additional salary for the 2011/12 school year. 7 ayes, 0 nays, motion accepted.

F. Moved by Jackson-McCarty, Seconded by Engels to appoint Robert Conrad, James Boberg and Douglas Bernhoft as the Audit Committee for the 2011/12 school year. C. Mark Pfeffer, Board of Education member volunteered to serve on the Audit Committee as an alternate. 6 ayes, 0 nays, 1 abstain (McCauley), motion accepted

VII. OTHER APPOINTMENTS

A. Moved by Pfeffer, Seconded by Jackson-McCarty to appoint Dr. Lori Hudzinski from Concord Medical Group as the School Physician for the 2011/12 school year. 7 ayes, 0 nays, motion accepted

B. Moved by Engels, Seconded by Frascella to appoint the Superintendent as the Attendance Officer for the 2011/12 school year at no additional salary. 7 ayes, 0 nays, motion accepted

C. Moved by Jackson-McCarty, Seconded by Engels to approve the following list of members for the CSE, CPSE and 504 Committees for the 2011/12 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
Guidance/Transition Counselor–Matthew LaBrake, RaeAnn Lindberg
LEA (Local Education Agency) Representative – Justine Stephan

CPSE Committee:

Chairperson – Justine Stephan
Parent Member – Susan Murray
Special Education Teacher – CPSE service provider
WVCS General Education Teacher – Kelli Russell
LEA (Local Education Agency) Representative – Justine Stephan

504 Committee:

Chairperson – Justine Stephan
WVCS Special Education Teacher –
Pamela Casey/Deborah Fridman/ Polly McCauley
Guidance/Transition Counselor – Matthew LaBrake, RaeAnn Lindberg
LEA (Local Education Agency) Representative – Justine Stephan

7 ayes, 0 nays, motion accepted

D. Moved by Jackson-McCarty, Seconded by McCauley to approve Carolyn Boberg, District Clerk as the Records Access Officer for the 20011/12 school year at no additional pay. 7 ayes, 0 nays, motion accepted

E. Moved by Pfeffer, Seconded by Engels to approve Michael Chudy, Business Official as the Records Retention Officer and Records Management Officer for the 2011/12 school year at no additional pay. 7 ayes, 0 nays, motion accepted

F. Moved by Pfeffer, Seconded by Engels to approve William Sloand as the Asbestos Designee, as per contract agreement. 7 ayes, 0 nays, motion accepted

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

H. Moved by Jackson-McCarty, Seconded by Kazmierczak to approve the PreK-12th grade Principal as the Title IX Coordinator, at no additional salary. 7 ayes, 0 nays, motion accepted

I. Moved by Jackson-McCarty, Seconded by Kowalski to authorize the PreK-12th grade Principal as a Homeless Liaison for the 2011/12 school year at no additional salary. 7 ayes, 0 nays, motion accepted

J. Moved by Pfeffer, Seconded by Jackson-McCarty to approve James Howe as the Safety, Chemical Hygiene and Risk Management Coordinator for the 2011/12 school year as per the WVTA/WVSEA contract. 7 ayes, 0 nays, motion accepted

Moved by Pfeffer, Seconded by Jackson-McCarty to approve items K-Q as Consent Agenda.

K. School Attorney for the 2011/12 school year, Charles M. Harrigan, fee on an as per incident basis.

L. School Attorney for the 2011/12 school year, Hodgson and Russ, fee on an as per incident basis.

M. School Attorney, Harris Beach Law firm for the 2011/12 school year, used for only special education incidents, fee on an as per incident basis.

N. Internal Claims Auditor, John Seltzer for the 2011/12 school year.

O. Internal Auditor, Nichele James for the 2011/2012 school year.

P. Approved Michael Chudy, Business Official as the Insurance Advisor at no additional salary for the 2011/12 school year.

Q. Approved Michael Chudy, Business Official as the Medicaid Compliance Officer, as required by board policy #5574, at no additional pay.

7 ayes, 0 nays motion accepted

VIII. DISTRICT DESIGNATIONS

A. Moved by Jackson-McCarty, Seconded by Pfeffer 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.

7 ayes, 0 nays, motion accepted.

B. Moved by Frascella, Seconded by McCauley to designate the Springville Journal as official newspaper for the district during the 2011/12 school year.

7 ayes, 0 nays, motion accepted

C. Moved by McCauley, Seconded by Engels 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
5. HSBC Bank

7 ayes, 0 nays, motion accepted

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

Michael Chudy, Business Official
Linda Kay, Deputy District Treasurer

7 ayes, 0 nays, motion accepted

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

Michael Chudy, Business Official
Linda Kay, Deputy District Treasurer
Stephen Kowalski, Board of Education President
Carolyn Boberg, Board of Education Clerk

7 ayes, 0 nays, motion accepted

Moved by Pfeffer, Seconded by Frascella to approve items F-L as Consent Agenda.

F. Authorized the signature of Patricia Dashnaw– Tax Collector as the official signature for checks in the Tax Account.

G. Authorized Michael Chudy, Business Official as Purchasing Agent, at no additional salary. Authorize the use of electronic signature plates for purchase orders.

H. Approved the Superintendent as Payroll Certification Agent, at no additional salary

I. Approved 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.

J. Approved William Sloand as the School Pesticide Representative at no additional salary for the 2011/12 school year.

K. Approved the PreK-12th grade Principal as the Hearing Official for participation in the Federal Child Nutrition Program at no additional salary for the 2011/12 school year.

L. Approved the Superintendent as the Reviewing Official and Linda Kay as the Verification Official for participation in the Federal Child Nutrition Program at no additional salary for the 2011/12 school year.

7 ayes, 0 nays, motion accepted

IX. AUTHORIZATIONS

Moved by Frascella, Seconded by McCauley to approve items A - G as Consent Agenda

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

B. Authorized the Superintendent to approve Budgetary Transfers; **BE IT 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 2011/12 school year be set, as per the standard IRS rate.

- E. Approved the salary of the Community Education Teacher (in the Library) at \$16 per hour.
- F. Approved the PredK-12th grade Principal as the Sexual Harassment Complaint Officer, at no additional salary.
- G. 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.

7 ayes, 0 nays, motion accepted

H. Moved by Jackson-McCarty, Seconded by Engels to approve the following as determination of date, time and place of regularly scheduled meetings: **BE IT RESOLVED**, that the regular meetings of the West Valley Central School District Board of Education be as per the following schedule, in the Library/Media Center.

**2011/2012 Regular Meeting Dates
West Valley Central School Board of Education**

Tuesday, July 5 th	Reorganization/Regular Meeting
Monday, July 25 th	Regular Meeting
Monday, August 8 th	Regular Meeting
Monday, August 22 nd	Regular Meeting
Monday, September 19 th	Regular Meeting
Monday, October 17 th	Regular Meeting
Monday, November 14 th	Regular Meeting
Monday, December 5 th	Regular Meeting
Monday, January 9 th	Regular Meeting*
Monday, January 23 rd	Regular Meeting*
Monday, February 6 th	Regular Meeting*
Monday, February 27 th	Regular Meeting*
Monday, March 12 th	Regular Meeting*
Monday, March 26 th	Regular Meeting*
Monday, April 16 th	Regular Meeting**
Tuesday, April 24 th	BOCES Admin. Budget & BOE election/Regular Meeting
Monday, May 7 th	Annual Budget Hearing (Auditorium)/Regular meeting
Tuesday, May 15 th	Annual Budget Vote/BOE Election (Foyer) and Regular Meeting
Monday, June 4 th	Regular Meeting
Monday, June 25 th	Regular Meeting

*** Budget Meetings**

****Date for 20012/13 Budget approval consideration**

7 ayes, 0 nays, motion accepted

I. Moved by McCauley, Seconded by Pfeffer to approve 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.
7 ayes, 0 nays, motion accepted

J. Moved by Kazmierczak, Seconded by Jackson-McCarty to approve the Board of Education membership in the NYS School Boards' Association, Cattaraugus/Allegany School Boards' Association and Rural Schools Association.

7 ayes, 0 nays, motion accepted

(if (J) is approved)

K. Designated the following representatives from the West Valley Central School District Board of Education to the following committees of the Cattaraugus County School Board Association:

1. Moved by Pfeffer, Seconded by Jackson-McCarty to designate Frances Engels to the Executive Committee of the Cattaraugus County School Board Association.
7 ayes, 0 nays, motion accepted

2. Moved by Pfeffer, Seconded by McCauley to designate Michael Frascella as an alternate to the Executive Committee of the Cattaraugus County School Board Association.
7 ayes, 0 nays, motion accepted

3. Moved by Kazmierczak, Seconded by Frascella to designate Stephen Kowalski to the Legislative Committee of the Cattaraugus County School Board Association.
7 ayes, 0 nays, motion accepted

Kowalski asked the Board of Education if it was their pleasure to vote on **items L-U as Consent Agenda.**

Pfeffer suggested voting on **items M-U as consent agenda** and do **item L. separate.**
Moved by Pfeffer, Seconded by McCauley to do item L. separate and items M-U as consent agenda. 7 ayes, 0 nays, motion accepted

L. Moved by Kazmierczak, Seconded by Frascella to approve the 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 spaces of the building falls below 65 degrees, from September 15th to May 31st, excluding the exceptions per state law, or if predicted/existing weather or other conditions threaten the health and safety of students and staff. After the Board of Education discussed item L. the board decided to **TABLE** the motion until the July 25th meeting so the language can be clarified.
7 ayes, 0 nays, motion to table was approved.

Moved by Pfeffer, Seconded by McCauley to approve items M-U as consent agenda.

M. 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.

N. Authorized the following employees to be Bonded 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

O. Authorized a service contract for the 2011/12 school year with Schindler Elevator Company.

P. Authorized a service contract for the 2011/12 school year with Xerox Corporation.

Q. Authorized a service contract for the 2011/12 school year with Logical Control Solutions (Heat).

R. Authorized a service contract for the 2011/12 school year with Orkin (Insect Control).

S. Authorized a service contract for the 2011/12 school year with Davis Ulmer (Security System).

T. Authorized a service contract for the 2011/12 school year with Casella Waste Services SDS Olean Hauling (garbage).

U. 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

X. OTHER AUTHORIZATIONS

A. Moved by Frascella, 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. 6 ayes, 0 nays, 1 abstain (Pfeffer) motion accepted

B. Moved by McCauley, Seconded by Engels 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.

7 ayes, 0 nays, motion accepted

C. Moved by Engels, Seconded by Kazmierczak to approve the following substitute per diem amount as \$70.00 for certified teachers and \$60.00 for uncertified for the 2011/12 school year. 7 ayes, 0 nays, motion accepted

D. Moved by Engels, Seconded by Jackson-McCarty to accept the 2011/2012 Federal Government's policy statement for Free and Reduced Price Meals.

7 ayes, 0 nays, motion accepted

E. Moved by Engels, Seconded by Frascella to authorize the followings individuals for the 2011/12 school year to the Emergency Management Team – James Howe, Hillary Bowen, PreK-12 Principal, Michael Chudy, 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, BOE member Stephen Kowalski. 7 ayes, 0 nays, motion accepted

F. Moved by Kazmierczak, Seconded by Jackson-McCarty to approve that the following board policies have been reviewed: #5220 District Investments, #5410 Purchasing and #3410 Code of Conduct on School Property.

6 ayes, 0 nays, 1 abstain (Frascella), motion accepted

XI. Moved by Kazmierczak, Seconded by Jackson-McCarty to **ADJOURN** at 7:45pm and continue on to the Regular Meeting. 7 ayes, 0 nays, motion accepted

District Clerk