

ATTICA CENTRAL SCHOOL DISTRICT
 3338 EAST MAIN STREET
 ATTICA NY 14011

BOARD OF EDUCATION
ORGANIZATIONAL AND BUSINESS MEETING
 SR. HIGH SCHOOL CHORUS ROOM
 JULY 9, 2015
 7:00 P.M.

AGENDA

THE ORGANIZATIONAL MEETING of the Board of Education of the Attica Central School District held at the Attica Central High School Chorus Room, 3338 E. Main Street, Attica, NY on July 9, 2015. The meeting will be called to order by Mr. Thompson, Superintendent of Schools at _____ P.M.

<u>MEMBERS PRESENT</u>	<u>BOE MEMBERS ELECT</u>	<u>MEMBERS ABSENT</u>
Brian Fugle	Jeffrey Peters	
James Kirsch	Christopher Day	
Mary Perl		
Melissa Struzik		
Steven Witkowski		

OTHERS PRESENT: Mr. Thompson, Mr. Dziak, and Mrs. Breissinger.

Item #1 Motion by _____ seconded by _____ appointing Mrs. Denise Breissinger to the position of temporary School District Clerk.
MOTION CARRIED _____ Yes: _____ No

Administer Oath of Office to Bryce Thompson, Superintendent of Schools.

Administer Oaths of Office to newly elected Board Members: Jeffrey Peters and Christopher Day

Nominations for President of the Board of Education:

Item #2 Motion by _____ and seconded by _____ to nominate _____ as President of the Board of Education.
MOTION CARRIED _____ Yes: _____ No

Nominations for Vice President of the Board of Education:

Item #3 Motion by _____ and seconded by _____ to nominate _____ as Vice President of the Board of Education.
MOTION CARRIED _____ Yes: _____ No

Administer Oaths of Office to _____, Board President and _____, Board Vice President.

Item # 4 Consent Agenda – Appointments for 2015-16 fiscal year – Oaths of Office:

1. Denise Breissinger to the position of District Clerk.
2. Kathleen Dunlap to the position of District Treasurer.
3. Tammy L. Burry to the position of Deputy Treasurer.
4. Tammy L. Burry to the position of Tax Collector.
5. Sarra M. Koch to the position of Internal Claims Auditor.

Item #4 Motion by _____ and seconded by _____ to approve Item #4 Consent Agenda – Appointments for 2015-16 fiscal year.
MOTION CARRIED _____ Yes: _____ No

Oaths of Office will be administered to Mrs. Breissinger, District Clerk, Mrs. Dunlap, District Treasurer, Mrs. Burry, Deputy Treasurer and Tax Collector, and Mrs. Koch, Internal Claims Auditor as soon as possible following the meeting.

Item # 5 Consent Agenda – Other Appointments for 2015-16 fiscal year:

1. School Physician – **Workplace Health Services, Warsaw, NY**
2. Additional Medical Coverage – **Peter Coggiola**
3. School Dentist – **Joseph Craddock, DDS**
4. Independent Auditor – **Freed Maxick CPAs, P.C.**

5. Internal Auditor – Raymond F. Wager, CPA, PC
6. 3rd Party Administrator for 403b Plans – Omni Corp.
7. Financial Advisors – Bernard P. Donegan, Inc.
8. Bond Counsel – Law Offices of Timothy R. McGill
9. Attendance Officers:
 - Mrs. Kelly Beitz - Attica Elementary School
 - Mr. Josh Audsley – Attica Sr. High School
 - Mr. Paul Clark – Attica Middle School
10. Extra-Classroom Activity Funds – Middle School-Mrs. Sylvia Romesser, Sr. High School- Mrs. Ann Marie Loranty
11. Records Access Officer – Mrs. Denise Breissinger
12. Records Retention Officer – Mrs. Denise Breissinger
13. Asbestos Designee – Mr. David Barber, Director of Facilities
14. Mrs. Margaret Winney as Purchasing Agent, with a limited expenditure of \$1,000.00. The Superintendent of Schools will approve all requisitions in excess of \$1,000.00; the Business Administrator will approve in his absence.
15. Civil Rights Compliance Officer – Mrs. Kelly Beitz, Principal - Attica Elementary School
16. Homeless Coordinator – Mrs. Kelly Beitz, Principal - Attica Elementary School
17. Harris Beach LLP of Rochester, NY for general legal services, but not precluding ACSD from hiring another attorney if necessary.
18. Osborne, Reed & Burke, LLP as additional legal counsel for the district.
19. Tompkins Insurance Agencies, Inc. as the District's Insurance Consultants.
20. Mr. Ralph Marvin as Transportation Expeditor.
21. Mr. Stephen M. Dziak, Business Administrator, as Investment Officer.
22. Mr. Stephen M. Dziak, Business Administrator, as the designee to determine residency, as per Policy #7130.
23. Mrs. Kelly Beitz, Principal - Attica Elementary School, as Title IX Coordinator for the Attica Central School District.
24. Mrs. Karen Tomidy, as Title I Grants Coordinator for the Attica Central School District.
25. District's Committees on Special Education and Pre-School Education/Sub-Committees for Special Education and Pre-School Education for the 2015-16 school year:
 - Mrs. Debra Lacey-Director of Special Education
 - Dr. Sarah Foley–School Psychologist
 - Parent Representatives: Kelly Gersitz, Heather Geoghegan, Kimberly McLean, Tracy Schrems, Julie Stepinski
 - Teacher Representatives: Melanie Domes, Jodi Fisher, Amanda Pappalardo, Deborah Stanton, Joy Stoldt, Susan Baker, Amy Dentinger, Erin Holt, Tina Jordon, Angie Wichman, Robert Crowley, Jennifer Biniaszewski, Ginger Bordner, Sue Cianci, Deborah Weber
26. Mentor Coordinator – Karen Tomidy
27. Community Education Coordinator - Carol Piechowiak
28. Extra-Curricular Faculty Auditor – Elizabeth Felski
29. Dignity Act Coordinators:
 - Mrs. Kelly Beitz - Attica Elementary School
 - Mr. Josh Audsley – Attica Sr. High School
 - Mr. Paul Clark – Attica Middle School

Item #5 Motion by _____ and seconded by _____ to approve Item #5 Consent Agenda – Other Appointments for 2015-16 fiscal year.
 MOTION CARRIED _____ Yes: _____ No

Item # 6 Consent Agenda – Authorizations for 2015-16 fiscal year:

1. Mr. Stephen M. Dziak, Business Administrator, to make all necessary inter-fund transfers as are within legal limitations during the ensuing year ending June 30, 2016.
2. "RESOLVED, that the District Treasurer be authorized to sign all checks or drafts for all officers or other employees of the Attica Central School District and for payment of bills, expenses, obligations, and liabilities, and also such contracts, writings, and other instruments in writing as are authorized by the Board of Education or required by Law, to be executed, and in the absence or inability of the Treasurer to sign such checks or drafts and such contracts, documents, papers, agreements, writings, and other instruments requiring his/her signature, the President of the Board of Education be authorized to sign in his place and stead."
3. Superintendent of Schools to certify the ACS payrolls.
4. Superintendent of Schools to authorize Accounts Payable processing during times when board meetings are not available for approval.
5. Participation with other school districts in the BOCES Cooperative Bid Process area for the purchase of supplies, materials, equipment, and other needed items, and to approve the coordinating district to prepare, review, and award bids on behalf of the Attica Central School District.
6. Participation in the Cooperative Purchasing Network (TCPN) for the purchase of goods and services for the 2015-16 fiscal year.

7. **Superintendent of Schools to approve conferences and workshops**, with expenses, for faculty and non-teaching personnel as per policy.
8. **Board of Education President** to authorize attendance by Board of Education members at conferences, conventions, workshops and the like, along with approval of costs and expenses not to exceed a total amount of five hundred dollars, in accordance with Policy #2320.
9. **Board of Education President, or his designee**, to approve the emergency application of pesticide when determined by the Director of Facilities that it is necessary.
10. **Mrs. Ann Marie Loranty, Comptroller of the Petty Cash Fund**, said fund to be in the amount of \$100.00.
11. **Building administrators to sign contracts** with agents for goods and for services supplied in conjunction with appointed student activities as in the past.
12. **District Clerk to publish the Annual Financial Statement** for the fiscal year ending June 30, 2015.
13. **District Clerk to publish legal notices, employment postings, etc.** as needed.
14. **Public Employees Blanket Bond PEBPK 0500** to cover all school employees and Board Officers.
15. **Authorize the use and adjustment of the reserves**, in accordance with auditors' recommendations.

Item #6 Motion by _____ and seconded by _____ to approve Item #6 Consent Agenda – Authorizations for 2015-16 fiscal year.
MOTION CARRIED _____ Yes: _____ No

Item # 7 Consent Agenda – Policies/Payments for 2015-16 fiscal year:

1. **Readopt all Board Policies and Code of Ethics** in effect during previous year.
2. **Establish the reimbursable mileage rate** for school district personnel who use their own vehicles for school business at the IRS approved rate (currently \$0.575 per mile). Prior approval to use personal vehicles must be secured from the Superintendent of Schools.
3. **Pay for Election Inspectors and Clerks** - \$90.00/day (lever machines) or costs incurred for utilizing the electronic voting machines (including inspectors/clerks) through the Wyoming County Board of Elections.
4. **Pay for Tutors** – Individual students \$20.00 per hour; Two (2) students tutored simultaneously \$30 per hour (no more than two students allowed per session)
5. **Pay for Pool Surveillance Monitors** – \$9.00/hour
6. **Pay for Substitutes:**
 - **Teachers** – \$65/day uncertified; \$75/day certified
 - **Teacher Aides** - \$8.75 / hour (\$8:00 /hour 2014/15)
 - **Cleaners** - \$8.75/hour plus shift differential (\$8:00/hour + shift diff 2014/15)
 - **Custodians** - \$9.50/hour (2014/15 \$9.00/hour)
 - **Clerical** - \$8.91/hour
 - **Food Service Helper** - \$8.75 (\$8.00/hour 2014/15)
7. **Approve the following lunch prices for the 2015-16 school year:**
 - **Elementary pricing** - the cost of a full lunch = \$1.85 (increased .05-mandated)
 - **Middle and High School** - the cost of a full lunch = \$2.10 (increased .05-mandated)
 - **Breakfast** - \$1.10 (same)
 - **Milk price** - carton of milk = .50 cents (same)

Item #7 Motion by _____ and seconded by _____ to approve Item #7 Consent Agenda – Policies/Payments for 2015-16 fiscal year.
MOTION CARRIED _____ Yes: _____ No

Item # 8 Consent Agenda – Designations for 2015-16 fiscal year:

1. **Regular Meetings of the Board of Education** to usually be held on the **second and fourth Thursdays** of each month with certain exceptions, at the Attica Central Senior High School, 3338 E. Main Street, Attica, NY, or other locations within the school district, in accordance with the attached schedule.
2. **Depositories for the fund accounts:**
 - **FIVE STAR BANK** - General Fund, Payroll Account, School Lunch Fund, Tax Collector Account, Capital Project, Special Aid Account.
 - **FIRST NIAGARA** - Trust & Agency.
3. **BATAVIA DAILY NEWS** as the newspaper for legal advertising of bids, school district meetings, audit reports, annual financial reports, tax collector notices, etc. This will be supplemented by publications in the area Penny Savers and other local publications when appropriate.

Item #8 Motion by _____ and seconded by _____ to approve Item #8 Consent Agenda – Designations for 2015-16 fiscal year.
MOTION CARRIED _____ Yes: _____ No

COMMITTEE APPOINTMENTS for the 2015-16 fiscal year:

Item #9 Motion by _____ and seconded by _____ to appoint _____ as the Attica Central School District's Board of Education representative to the Legislative Network.

MOTION CARRIED _____ Yes: _____ No

Item #10 Motion by _____ and seconded by _____ to appoint _____ as the Attica Central School District's Board of Education representative to the School Board's Association Executive Board.

MOTION CARRIED _____ Yes: _____ No

Item #11 Motion by _____ and seconded by _____ to appoint _____ as the Attica Central School District's Board of Education representative to the Professional Growth Committee.

MOTION CARRIED _____ Yes: _____ No

Item #12 Motion by _____ and seconded by _____ to appoint _____ as the Attica Central School District's Board of Education representative to the Technology Team.

MOTION CARRIED _____ Yes: _____ No

Item #13 Motion by _____ and seconded by _____ to appoint _____ as the Attica Central School District's Board of Education representative to the School-to-Work Committee.

MOTION CARRIED _____ Yes: _____ No

Item #14 Motion by _____ and seconded by _____ to appoint _____ as the Attica Central School District's Board of Education representative to the Buildings & Grounds Committee.

MOTION CARRIED _____ Yes: _____ No

Item #15 Motion by _____ and seconded by _____ to appoint _____ as the Attica Central School District's Board of Education representative to the Health & Safety Committee.

MOTION CARRIED _____ Yes: _____ No

Item #16 Motion by _____ and seconded by _____ to appoint _____ as the Attica Central School District's Board of Education representative to the Public Relations Committee.

MOTION CARRIED _____ Yes: _____ No

Item #17 Motion by _____ and seconded by _____ to appoint _____ as the Attica Central School District's Board of Education representative to the Transportation Committee.

MOTION CARRIED _____ Yes: _____ No

Item #18 Motion by _____ and seconded by _____ to appoint _____, _____, _____ as the Attica Central School District's Board of Education representatives to the Audit Committee.

MOTION CARRIED _____ Yes: _____ No

Item #19 Motion by _____ and seconded by _____ to move into EXECUTIVE SESSION for personnel matters & employment history of twelve particular individuals (_____pm)

MOTION CARRIED _____ Yes: _____ No

The Board Reconvened REGULAR SESSION at _____ p.m.

Item #20 Motion by _____ and seconded by _____ to approve the Other Appointments/Table of Salaries for 2015-16 fiscal year.

MOTION CARRIED _____ Yes: _____ No

Item #21 Motion by _____ and seconded by _____ to adjourn the meeting (_____pm)

MOTION CARRIED _____ Yes: _____ - No

ATTICA CENTRAL SCHOOL DISTRICT

**BOARD OF EDUCATION
2015-16 MEETING SCHEDULE**

DATE	TYPE of MEETING	ALTERNATE LOCATION/ DATES
July 9, 2015	Reorganizational Meeting	
August 13, 2015	Regular Meeting	
August 27, 2015	Regular Meeting	
September 10, 2015	Regular Meeting	
September 24, 2015	Regular Meeting	
October 8, 2015	Regular Meeting	
October 22, 2015	Regular Meeting	
November 12, 2015	Regular Meeting	
December 10, 2015	Regular Meeting	
January 14, 2016	Regular Meeting	
January 28, 2016	Regular Meeting	
February 11, 2016	Regular Meeting	
February 25, 2016	Regular Meeting	
March 10, 2016	Regular Meeting	
March 31, 2016	Regular Meeting	5 th Thursday - due to spring recess
April 14, 2016	Regular Meeting	
April 25, 2016 Monday	Regular Meeting <i>(special date - to coordinate with BOCES budget vote)</i>	
May 12, 2016	Regular Meeting	
May 26, 2016	Regular Meeting	
June 9, 2016	Regular Meeting	
June 23, 2016	Regular Meeting	

All Regular Board of Education Meetings begin at 7:00 p.m.
Location: Sr. High School Chorus Room
3338 East Main Street, Attica, NY - unless noted or advertised otherwise.
The School District Budget Vote is set for May 17, 2016

BOE Adopted _____