

ATTICA CENTRAL SCHOOL DISTRICT  
3338 EAST MAIN STREET  
ATTICA NY 14011

BOARD OF EDUCATION  
ORGANIZATIONAL AND BUSINESS MEETING

DISTRICT CONFERENCE ROOM  
JULY 12, 2012  
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, 3338 E. Main Street, Attica, NY on July 12, 2012. The meeting will be called to order by the Superintendent of Schools, Bryce Thompson, at \_\_\_\_ P.M.

MEMBERS PRESENT

Regina Lepsch  
Michael Kehl  
Jeffrey Huber  
Steven Witkowski  
Melissa Struzik

BOE MEMBERS ELECT

Stephen Lane  
Michelle McCulloch

MEMBERS ABSENT

OTHERS PRESENT: Mr. Thompson, Mr. Dziak, Miss Bissell, Mr. Hammel, Mrs. Tomidy, Mrs. Lacey, Mr. Barber, 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 re-elected board member: Stephen Lane  
Administer Oaths of Office to elected board member: Michelle McCulloch

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 2012-13 fiscal year – Oaths of Office:

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

Item #4 Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve Item #4 Consent Agenda – Appointments for 2012-13 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. Forgnone, Internal Claims Auditor as soon as possible following the meeting.

**Item # 5 Consent Agenda – Other Appointments for 2012-13 fiscal year:**

1. School Physician – Workplace Health Services, Warsaw, NY
2. Additional Medical Coverage – Bethany A. Romesser
3. School Dentist – Jeffrey Craddock, DDS
4. Independent Auditor – Freed Maxick & Battaglia, PC
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:
  - Miss Kelly Bissell - Prospect Elementary School
  - Mr. Kenneth Hammel – Sr. High School
  - Mrs. Karen Tomidy – Sheldon Elementary School
  - Mrs. Debra Lacey – 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 Breissing
12. Records Retention Officer – Mrs. Denise Breissing
13. Asbestos Designee – Mr. David Barber
14. Mrs. Margaret Winney as Purchasing Agent for the 2012-13 fiscal year, 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 – Miss Kelly Bissell, Principal - Prospect Elementary School
16. Homeless Coordinator – Miss Kelly Bissell, Principal – Prospect 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 for the 2012-13 fiscal year.
22. Miss Kelly Bissell, Principal – Prospect Elementary School, as Title IX Coordinator for the Attica Central School District for the 2012-13 school year.
23. Mrs. Karen Tomidy, Principal – Sheldon Elementary School, as Title I Grants Coordinator for the Attica Central School District for the 2012-13 school year.
24. District's Committees on Special Education and Pre-School Education/Sub-Committees for Special Education and Pre-School Education for the 2012-13 school year:
  - Mrs. Rebecca Green-Director of Special Education
  - Dr. Sarah Foley--School Psychologist
  - Parent Representatives: Tarynn Willson, Shelly Dylag, Josephine Rafferty, Heather Geoghegan, Amy Keicher, Joyce Timm, Julie Baetzold, Faith Bannister, Tracy Schrems, Janice Beedham, Leslie Huber
  - Teacher Representatives: Suzanne Cianci, Amy Dentinger, Melanie Domes, Tina Jordon, Angeline Wichman, Susan Tretter, Jodi Fisher, Cheryl Grover, Erin Holt, Amanda Pappalardo, Deb Weber, Marcia Danahy, and Jennifer Biniaszewski.
25. TIES Coordinator – Debra Best
26. Mentor Coordinator – Linda Smith
27. Ms. Jennifer Young as Community Education Coordinator.
28. Extra-Curricular Faculty Auditor – Elizabeth Felski

**Item #5 Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve Item #5 Consent Agenda – Other Appointments for 2012-13 fiscal year.**  
**MOTION CARRIED \_\_\_\_\_ Yes: \_\_\_\_\_ No**

**Item # 6 Consent Agenda – Authorizations for 2012-13 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, 2012.
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. Superintendent of Schools to approve conferences and workshops, with expenses, for faculty and non-teaching personnel as per policy.
7. 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.
8. Board of Education President, or his designee, to approve the emergency application of pesticide when determined by the Superintendent of Buildings & Grounds that it is necessary.
9. Mrs. Ann Marie Loranty, Comptroller of the Petty Cash Fund, said fund to be in the amount of \$100.00.
10. Building administrators to sign contracts with agents for goods and for services supplied in conjunction with appointed student activities as in the past.
11. District Clerk to publish the Annual Financial Statement for the fiscal year ending June 30, 2012.
12. Public Employees Blanket Bond PEBPK 0500 to cover all school employees and Board Officers.

Item #6 Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve Item #6 Consent Agenda – Authorizations for 2012-13 fiscal year.  
 MOTION CARRIED \_\_\_\_\_ Yes: \_\_\_\_\_ No \_\_\_\_\_

Item # 7 Consent Agenda – Policies/Payments for 2012-13 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 55.5 cents per mile). Prior approval to use personal vehicles must be secured from the Superintendent of Schools.
3. Pay for Election Inspectors and Clerks - \$65.00/day
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 Substitutes:
  - Teachers – \$65/day uncertified; \$75/day certified
  - Teacher Aides - \$7.25/hour
  - Cleaners - \$7.25/hour plus shift differential
  - Custodians - \$8.00/hour
  - Clerical - \$8.91/hour
  - Food Service Helper - \$7.25/hour
6. Approve the following lunch prices for the 2012-13 school year:
  - Elementary pricing - the cost of a full lunch = \$1.65 (increased .10)
  - Middle and High School - the cost of a full lunch = \$1.90 (increased .10)
  - Breakfast - \$1.00
  - Milk price - carton of milk = .50 cents

Item #7 Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve Item #7 Consent Agenda – Policies/Payments for 2012-13 fiscal year.  
 MOTION CARRIED \_\_\_\_\_ Yes: \_\_\_\_\_ No \_\_\_\_\_

Item # 8 Consent Agenda – Designations for 2012-13 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.
  - CHASE MANHATTAN BANK - General Fund Money Market, Capital Project Money Market.
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 PennySavers and other local publications when appropriate.

Item #8 Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve Item #8 Consent Agenda – Designations for 2012-13 fiscal year.  
 MOTION CARRIED \_\_\_\_\_ Yes: \_\_\_\_\_ No \_\_\_\_\_

COMMITTEE APPOINTMENTS:

Item #9 Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to appoint \_\_\_\_\_ as the Attica Central School District's Board of Education representative to the Legislative Network for the 2012-13 fiscal year.  
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 for the 2012-13 fiscal year.  
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 for the 2012-13 fiscal year.  
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 for the 2012-13 fiscal year.  
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 for the 2012-13 fiscal year.  
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 for the 2012-13 fiscal year.  
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 for the 2012-13 fiscal year.  
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 for the 2012-13 fiscal year.  
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 for the 2012-13 fiscal year.  
MOTION CARRIED \_\_\_\_\_ Yes: \_\_\_\_\_ No

Item #18 Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to appoint \_\_\_\_\_ as the Attica Central School District's Board of Education representative to the Audit Committee for the 2012-13 fiscal year.  
MOTION CARRIED \_\_\_\_\_ Yes: \_\_\_\_\_ No

Item #19 Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to move into EXECUTIVE SESSION for personnel matters (\_\_\_\_\_ 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 2012-13 fiscal year.  
MOTION CARRIED \_\_\_\_\_ Yes: \_\_\_\_\_ No

Item #21 Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to adjourn the meeting (\_\_\_\_\_ pm)  
MOTION CARRIED \_\_\_\_\_ Yes: \_\_\_\_\_ No