

ATTICA CENTRAL SCHOOL DISTRICT
AUDIT COMMITTEE MINUTES
June 22, 2017

Meeting began at 6:11 p.m.

Members Present: Brian Fugle, Steven Witkowski
Members Absent: James Kirsch
Others Present: Bryce Thompson, Stephen Dziak, Meaghan Matuszak, Kathryn Barrett (Freed Maxick)

I. AUDIT PLAN – FREED MAXICK

- Engagement Management Team Contact Information
- Review of Audit Process
 - Needs/Expectations
 - Reporting time-table
 - Required to do a single audit process this year.
 - Not required last year – labeled as High Risk Audit this year, due to a 2-year span.
 - See calendar in Audit Plan for submission dates.
- Audit objectives
- Priorities of the Audit Plan are detailed
 - Changes in regulations/expectations
 - TRS discount rate has changed resulting in a liability instead of an asset. Does not impact bond rating.
 - Need to develop a Policy to define when reserves are spent.
 - Long-Range Financial Plan must be posted on District website if it is BOE approved.
 - Several GASB changes
- Audit Risk Areas reviewed
 - Retirement incentives must be reviewed and disclosed.

II. CURRENT YEAR SURPLUS

- Will end up with less of a surplus this year than in past.
- Recommendation – Place surplus into a capital reserve
 - Ease of access
 - Can turn expenditure into state aid

III. ANNUAL REVIEW OF AUDIT COMMITTEE CHARTER

- Recommendation to Board to re-approve charter with no changes

Adjourned: 6:45 pm

I-2

Attica Elementary Compact Team Minutes

June 8, 2017

Members Present: S. Eck, J. Eldridge, C. Grevin, J. Barron, T. Vinz, L. Talley, C. Domres, C. George

Officers: Facilitator: Sandy Eck

Minutes (secretary): Traci Vinz

Topics Discussed:

Farm Days – “Back to the Farm”

- Tuesday, June 13
- Organized by Kristen Hess and Katie Carpenter (present at meeting to finalize day)
- Announcement will be made prior that parking for faculty and staff should be along fence or at church
- Information/schedules have been distributed to classroom teachers and parents
- Presenters for stations will meet classes outside and direct them to starting station
- Classes will rotate at presenters signal

End of year Field Day

- Friday, June 16
- The Hill Brothers will be performing 2 shows back to back in the morning in the MPR
- Teacher letters/schedules distributed to teachers
- Parents that volunteered will be contacted with a reporting time

Assembly Themes for 2017-18

- Begin brainstorming themes and activities for 2017-2018 school year!

APPROVED MINUTES

Genesee-Livingston-Steuben-Wyoming Educational Partnership

April 12, 2017

Call to Order

The regular meeting of the Genesee Valley Educational Partnership was called to order on April 12, 2017, at 6:05 p.m. by Board President Richard Wilcox, in Conference Room A, at 80 Munson Street, LeRoy, New York

Roll Call

MEMBERS PRESENT:

Patrick Burk	Norbert Fuest
Matthew Crane	Ernest Haywood
Robert DeBruycker	William Kane
David DeLaVergne	Roger Kostecky
Edward Engel	Richard Wilcox

MEMBERS EXCUSED

J. David Woodruff

OTHERS PRESENT:

District Superintendent Kevin MacDonald, Assistant Superintendent Julie Donlon, Chief Financial Officer Daniel Groth, Chief Human Resources Officer Stephen Mahoney, Director of Programs Charles DiPasquale, Director of Programs Daniel Murray and Board Clerk Jennifer Lewis

Pledge of Allegiance

Richard Wilcox led the Pledge of Allegiance.

Agenda Adopted

Moved by Mr. DeLaVergne, seconded by Mr. DeBruycker, that the agenda be adopted with one addition to IX.A Field Trips.

Yes: 10 No: 0

Carried Unanimously.

Executive Session

Moved by Mr. Haywood, seconded by Mr. Crane, to enter into Executive Session at 6:10 p.m. to discuss the employment history of particular individuals.

Yes: 10 No: 0

Carried Unanimously.

Moved by Mr. Kane, seconded by Mr. Crane, to return to public session at 6:25 p.m.

**Minutes of Previous Meeting
Approved**

Moved by Mr. Fuest, seconded by Mr. Burk, to approve the minutes of the March 22, 2017 Regular Board Meeting.

Yes: 10 No: 0

Carried Unanimously.

APPROVED MINUTES

Genesee-Livingston-Steuben-Wyoming Educational Partnership

April 12, 2017

**Treasurer's Report, Central
Treasurers' Report and Budget
Amendments Received**

Moved by Mr. Engel, seconded by Mr. DeLaVergne, to receive the Treasurer's and Central Treasurers' Reports for the month ending February 2017 and Budget Amendments for the period of March 1-31, 2017.

Yes: 10

No: 0

Carried Unanimously.

Treasurers' Reports and Budget Amendments as received are listed on Schedule (number) of the agenda and placed in the supplemental file.

Albany and Other Updates

Mr. MacDonald reported on updates regarding the following:

- Distributed copies of the Summary of the 2017-18 Final Budget from Hinman Straub.
- Information was shared on Opening Day planning.
- Discussion regarding P-Tech Academy and potential business partners.
- Kevin discussed possible changes to the format of the Retiree Reception.
- Information was shared regarding the NASA HUNCH Program that the Batavia CTE students are participating in. The Kick Off Event is scheduled for May 9th at 3:00 p.m. at the Batavia CTE Center.

Moved by Mr. Burk, seconded by Mr. Fuest, to approve the following four (4) Action Items, as recommended by the District Superintendent:

**Resolution Approved to Transfer
Accounts Payable Functions from
GVPE to Avon CSD**

Approved the following resolution:

WHEREAS, by resolutions of the Avon Central School District and this Board, the Accounts Payable functions previously performed within the business office of the Avon Central School District were transferred in their entirety to the Genesee, Livingston, Steuben, Wyoming Board of Cooperative Educational Services (hereafter, "BOCES") to be performed within the BOCES' Central Business Office, effective July 1, 2011,

BE IT RESOLVED, pursuant to Civil Service Law Section 70, that the Accounts Payable functions presently performed by the BOCES in the BOCES' Central Business office on behalf of the Avon Central School District are hereby transferred back in their entirety to the Avon Central School District, effective on a date to be established by the Avon Central School Board, provided that the effective date is twenty or more days after the list certification required in item number 1 below.

APPROVED MINUTES

Genesee-Livingston-Steuben-Wyoming Educational Partnership

April 12, 2017

BE IT FURTHER RESOLVED, PURSUANT TO CIVIL SERVICE LAW SECTION 70, THAT:

1. District Superintendent Kevin MacDonald shall certify to Avon Superintendent Aaron Johnson the name and title of the BOCES employee substantially engaged in the performance of the Avon Accounts Payable functions hereby transferred, and
2. District Superintendent MacDonald shall cause copies of the certification to be publicly and conspicuously posted in the offices of the BOCES' Central Business Office, along with copies of New York State Civil Service Law Section 70.

Resolution Approved to Transfer Payroll Functions from GVEP to Wyoming CSD

Approved the following resolution:

WHEREAS, by resolutions of the Wyoming Central School District and this Board, the payroll functions previously performed within the business office of the Wyoming Central School District were transferred in their entirety to the Genesee, Livingston, Steuben, Wyoming Board of Cooperative Educational Services (hereafter, "BOCES") to be performed within the BOCES' Central Business Office, effective July 1, 2013,

BE IT RESOLVED, pursuant to Civil Service Law Section 70, that the payroll functions presently performed by the BOCES in the BOCES' Central Business office on behalf of the Wyoming Central School District are hereby transferred back in their entirety to the Wyoming Central School District, effective on a date to be established by the Wyoming Central School Board, provided that the effective date is twenty or more days after the list certification required in item number 1 below.

BE IT FURTHER RESOLVED, PURSUANT TO CIVIL SERVICE LAW SECTION 70, THAT:

1. District Superintendent Kevin MacDonald shall certify to Wyoming Superintendent Kathleen Schuessler the name and title of the BOCES employee substantially engaged in the performance of the Wyoming payroll functions hereby transferred, and
2. District Superintendent MacDonald shall cause copies of the certification to be publicly and conspicuously posted in the offices of the BOCES' Central Business Office, along with copies of New York State Civil Service Law Section 70.

APPROVED MINUTES

Genesee-Livingston-Steuben-Wyoming Educational Partnership

April 12, 2017

Resolution Approved to Transfer Payroll Functions from GVEP to York CSD

Approved the following resolution:

WHEREAS, by resolutions of the York Central School District and this Board, the payroll functions previously performed within the business office of the York Central School District were transferred in their entirety to the Genesee, Livingston, Steuben, Wyoming Board of Cooperative Educational Services (hereafter, "BOCES") to be performed within the BOCES' Central Business Office, effective July 1, 2013,

BE IT RESOLVED, pursuant to Civil Service Law Section 70, that the payroll functions presently performed by the BOCES in the BOCES' Central Business office on behalf of the York Central School District are hereby transferred back in their entirety to the York Central School District, effective on a date to be established by the York Central School Board, provided that the effective date is twenty or more days after the list certification required in item number 1 below.

BE IT FURTHER RESOLVED, PURSUANT TO CIVIL SERVICE LAW SECTION 70, THAT:

1. District Superintendent Kevin MacDonald shall certify to York Interim Superintendent David DeLoria the name and title of the BOCES employee substantially engaged in the performance of the York payroll functions hereby transferred, and
2. District Superintendent MacDonald shall cause copies of the certification to be publicly and conspicuously posted in the offices of the BOCES' Central Business Office, along with copies of New York State Civil Service Law Section 70, and
3. District Superintendent MacDonald shall cause Livingston County Civil Service to be notified of the removal of the BOCES employee substantially engaged in the performance of the hereby transferred York payroll functions.

Resolution Approved to Transfer Payroll Functions from GVEP to Genesee CSD and Pavilion CSD

Approved the following resolution:

WHEREAS, by resolutions of the Genesee Central School District and this Board, the payroll functions previously performed within the business office of the Genesee Central School District were transferred in their entirety to the Genesee, Livingston, Steuben, Wyoming Board of Cooperative Educational Services (hereafter, "BOCES") to be performed within the BOCES' Central Business Office, effective July 1, 2012, and

APPROVED MINUTES

Genesee-Livingston-Steuben-Wyoming Educational Partnership

April 12, 2017

WHEREAS, by resolutions of the Pavilion Central School District and this Board, the payroll functions previously performed within the business office of the Pavilion Central School District were transferred in their entirety to the Genesee, Livingston, Steuben, Wyoming Board of Cooperative Educational Services (hereafter, "BOCES") to be performed within the BOCES' Central Business Office, effective July 1, 2013,

BE IT RESOLVED, pursuant to Civil Service Law Section 70, that the payroll functions presently performed by the BOCES in the BOCES' Central Business office on behalf of the Genesee Central School District are hereby transferred back in their entirety to the Genesee Central School District, effective on a date to be established by the Genesee Central School Board, provided that the effective date is twenty or more days after the list certification required in item number 1 below,

BE IT FURTHER RESOLVED, pursuant to Civil Service Law Section 70, that the payroll functions presently performed by the BOCES in the BOCES' Central Business office on behalf of the Pavilion Central School District are hereby transferred back in their entirety to the Pavilion Central School District, effective on a date to be established by the Pavilion Central School Board, provided that the effective date is twenty or more days after the list certification required in item number 1 below,

BE IT FURTHER RESOLVED, PURSUANT TO CIVIL SERVICE LAW SECTION 70, THAT:

1. District Superintendent Kevin MacDonald shall certify to Genesee Superintendent Timothy Hayes and Pavilion Superintendent Kenneth Ellison the name and title of the BOCES employee substantially engaged in the performance of the Genesee and Pavilion payroll functions hereby transferred, and
2. District Superintendent MacDonald shall cause copies of the certification to be publicly and conspicuously posted in the offices of the BOCES' Central Business Office, along with copies of New York State Civil Service Law Section 70, and
3. District Superintendent MacDonald shall cause Livingston County Civil Service to be notified of the removal of the BOCES employee substantially engaged in the performance of the hereby transferred Genesee and Pavilion payroll functions.

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Genesee-Livingston-Steuben-Wyoming Educational Partnership

April 12, 2017

Yes: 10

No: 0

Carried Unanimously. Four (4) Action Items as recommended by the District Superintendent.

Administrative Reports

The reports of the Assistant Superintendent, Chief Financial Officer, Chief Human Resources Officer and Director of Programs were reviewed. After brief comments regarding their reports, each administrator present answered questions asked by the Board members.

Board Forum

Board Member Activity:

Pat Burk

- Working to setup a GVEP district-wide tour with Lt. Governor Hochul.
- Batavia CSD has two Board vacancies.
- Busy with GVSBI event planning.

Dave DeLaVergne

- Attended the NTHS Ceremony at Mt. Morris CSD.
- Tenure Portfolio Review.

Bob DeBruycker

- Attended the NTHS Ceremony at Mt. Morris CSD.

Ed Engel

- Attended the Rural Schools Spring Conference.

Norb Fuest

- Attended the NTHS Ceremony at Mt. Morris CSD.
- Tenure Portfolio Review

Ernie Haywood

- Tenure Portfolio Review.

Bill Kane

- Attended the NTHS Ceremony at Mt. Morris CSD.

Roger Kostecky

- Attended the NSBA Convention in Denver, CO.
- Tenure Portfolio Review.

Dick Wilcox

- Attended the NTHS Ceremony at Mt. Morris CSD.
- Attended the NSBA Convention in Denver, CO.

APPROVED MINUTES

Genesee-Livingston-Steuben-Wyoming Educational Partnership

April 12, 2017

Moved by Mr. Kane, seconded by Mr. Haywood, to approve the following one (1) Program and Instruction item as recommended by the District Superintendent:

Field Trips Approved

Approved the following field trips:

1. FFA: Conference in Syracuse NY on April 6-8, 2017. One female student and one female chaperone. **Total Cost: \$990.19; Total Cost to GVEP: \$314.19.** FFA will pay for lodging/hotel.
2. Machining Technology: NASA Glenn Research Center in Cleveland, OH for the HUNCH (High School Students United with NASA to Create Hardware) Recognition Ceremony on April 22, 2017. 21 students (18 male/3 female) and 2 chaperones (male). **Total Cost to GVEP: \$439.68.**
3. FFA Leadership Conference in Washington, D.C. on July 25-31, 2017. Up to 6 students and 2 chaperones (1 male/1 female). **Total Cost: \$7,154; Total Cost to Students: \$1,500; Total Cost to FFA: \$1,800; Total Cost to GVEP: \$3,854.**
4. Weld Off Sponsored by AWS Section 6 at the Niagara Career and Technical Education Center on April 22, 2017. 8 students (male) and 2 chaperones (male). **Total Cost to GVEP: \$175.80.**
5. HOSA State Officer Leadership Academy and HOSA Board Meeting on June 27-30, 2017 in Troy, NY. 2 students (female) and 1 chaperone (female). **Total Cost: \$1,516; Total Cost to Students/HOSA: \$856; Total Cost to GVEP: \$660.**
6. NYS HOSA Fall State Officer Pre-planning meeting on September 29-30, 2017 in Troy, NY. 2 students (female) and 1 chaperone (female). **Total Cost: \$1,021; Total Cost to Students/HOSA: \$220; Total Cost to GVEP: \$801.**
7. HOSA International Leadership Conference on June 18-25, 2017 in Orlando, FL. 10 students (1 male/9 female) and 2 chaperones (female). **Total Cost: \$18,729; Total Cost to Students/HOSA: \$9,902; Total Cost to GVEP: \$8,827.**
8. GVEP Conservation/Heavy Equipment Courses (Batavia and Mt. Morris) to participate in NYS Conservation Contest on May 17-18, 2017 at SUNY Morrisville. Up to 40 students (~37 male/~3 female) and 6 chaperones (5 male/1 female). **Total Cost to GVEP: \$2,231.05.**

Yes: 10

No: 0

Carried Unanimously. One (1) Program and Instruction Items.

APPROVED MINUTES

Genesee-Livingston-Steuben-Wyoming Educational Partnership

April 12, 2017

Moved by Mr. Fuest, seconded by Mr. Haywood, to approve the following five (5) Personnel Items, as recommended by the District Superintendent:

Creation of Position Approved

Approved the following resolution:

WHEREAS, it is the statutory authority of the Board to create and abolish positions, and

WHEREAS, the Board has determined that certain positions shall be created,

THEREFORE BE IT RESOLVED, that the following position be created and added to the table of organization:

CERTIFIED:

1. #073, Trade Subject – Diesel Mechanic, 10 months, effective 4/13/17, 1.0 FTE.

**Instructional & Support
Personnel Schedules Approved**

Approved the following personnel schedules:

Schedule I.P.

- 2 - Retirements
- 3 - Probationary Appointments
- 4A - Temporary Appointments: Substitutes
- 4C - Temporary Appointments: Other
- 4D - Temporary Appointments: Casual Employees
- 4E - Temporary Appointments: Adult Ed. Certified
- 6 - Tenure Appointments
- 7 - Leaves of Absence
- 8 - Change in Status
- 16 - Volunteers/Student Teaching

Schedule S.P.

- 1 - Resignations
- 5 - Permanent Appointments
- 8A - Temporary Appointments: Substitutes
- 8B - Temporary Appointments: Other
- 9A - Full-Time Non-Competitive Appointments
- 10 - Leaves of Absence
- 11 - Change of Status
- 11A - Department Transfer

Personnel Schedules as approved are listed on **Schedule X.B.** of the agenda and placed in the supplemental file.

APPROVED MINUTES

Genesee-Livingston-Steuben-Wyoming Educational Partnership

April 12, 2017

Job Description Approved

Approved job description for:

H.E.P Instructor, Migrant Center, Adult Education Certification.

Job description as approved is on file in the Human Resources Office.

Revision of Policy #3130, Tenure Areas for Administrators & Program Staff Specialists Approved

Approved the revision of existing Policy #3130, Tenure Areas for Administrators & Program Staff Specialists.

ADD

1. *408 Supervisor of Special Education

Informational Items - Tenure

The Board reviewed Tenure Information for subsequent action at the May 17, 2017 Board Meeting.

Yes: 10 No: 0

Carried Unanimously. Five (5) Personnel Items.

Moved by Mr. Crane, seconded by Mr. Kane, to approve the following four (4) Business and Finance Items, as recommended by the District Superintendent:

Contracts & Agreements Approved & Grants Accepted

Approved contracts and agreements as recommended by the District Superintendent, authorizing the District Clerk to sign on behalf of the Board, and to accept grants.

Contracts and agreements as approved and grants as accepted are listed on Schedule (number) of the agenda and placed in the supplemental file.

Obsolete Vehicles

Declared 10 vehicles obsolete and removed them from the GVEP inventory.

Internal Bids Received

Accepted the lowest responsible internal bid received, meeting specifications, from Conway Beam Leasing for the lease of two (2) semi-tractors, in the amount of \$42,240/year for two years.

Internal Bid as received is listed on Schedule XI.C. of the agenda and is on file in the business office.

Cooperative Bid Approved

Awarded cooperative bid to the lowest responsible bidder received, meeting specifications, for Athletic/Physical Education Supplies.

Vendor Name	Bid Award Amount
SCHOOL SPECIALTY	11,558.92
NASCO	7,325.32
GOPHER	2,753.11
MEDCO HEALTH SOLUTIONS, INC.	10,615.31
ALUMINUM ATHLETIC EQUIPMENT CO	497.00

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JIM DALBERTH SPORTING GOODS	24,646.96
MF ATHLETIC	164.20
MORLEY ATHLETIC SUPPLY CO, INC.	24,802.60
PIONEER MFG CO, INC	10,145.70
RIDDELL	2,273.09
LAUX SPORTING GOODS, INC	12,879.17
METCO SUPPLY COMPANY	137.60
BSN SPORTS, INC	24,912.46
TOTAL AWARD	\$132,711.44

Yes: 10

No: 0

Carried Unanimously. Four (4) Business and Finance Items.

Executive Session

Moved by Mr. Burk, seconded by Mr. DeBruycker, to enter into Executive Session at 7:25 p.m. to discuss the employment history of particular individuals.

The Board returned to public session at 7:30 p.m.

Adjournment

Moved by Mr. Burk, seconded by Mr. Haywood, to adjourn the meeting at 7:35 p.m.

Yes: 10

No: 0

Carried Unanimously.

Respectfully Submitted,

Jennifer Lewis, Board Clerk

APPROVED MINUTES

Genesee-Livingston-Steuben-Wyoming Educational Partnership

May 17, 2017

Call to Order

The regular meeting of the Genesee Valley Educational Partnership was called to order on May 17, 2017, at 7:10 p.m. by Board President Richard Wilcox, in the May Center Conference Room, at 27 Lackawanna Avenue, Mt. Morris, New York.

Roll Call

MEMBERS PRESENT:

Patrick Burk	Ernest Haywood
Matthew Crane	William Kane
Robert DeBruycker	Roger Kostecky
David DeLaVergne	Richard Wilcox
Edward Engel	J. David Woodruff

MEMBERS EXCUSED

Norbert Fuest

OTHERS PRESENT:

District Superintendent Kevin MacDonald, Assistant Superintendent Julie Donlon, Chief Human Resources Officer Stephen Mahoney, Director of Programs Charles DiPasquale (arrived at 7:30 p.m.), Director of Programs Daniel Murray and Board Clerk Jennifer Lewis

Pledge of Allegiance

Richard Wilcox led the Pledge of Allegiance.

Student Recognition

Board members attended an awards ceremony prior to the Board meeting where five graduating students were recognized for their achievements:

Matt Cicero from Livonia CSD is a student in the Metal Trades Program.

Brandon Hogle from LeRoy CSD is a student in our Alternative Education and Criminal Justice Program. Brandon is also active in SkillsUSA.

Morgan Booth from Perry CSD is a student in our Auto Collision and Restoration program.

Emma Coniglio from Livonia CSD is a student in our ITP and Animal Science programs.

Skiulur Hoffman from Dansville CSD is a student in the Mt. Morris Academy and the Culinary Arts program.

Agenda Adopted

Moved by Mr. Kane, seconded by Mr. Burk, that the agenda be adopted with one addition to XI. Business and Finance.

APPROVED MINUTES

Genesee-Livingston-Steuben-Wyoming Educational Partnership

May 17, 2017

Yes: 10 No: 0

Carried Unanimously.

Executive Session

Moved by Mr. Haywood, seconded by Mr. Burk, to enter into Executive Session at 7:15 p.m. to discuss the employment history of particular individuals.

Yes: 10 No: 0

Carried Unanimously.

Moved by Mr. Kane, seconded by Mr. Kostecky, to return to public session at 7:30 p.m.

**Minutes of Previous Meeting
Approved**

Moved by Mr. Woodruff, seconded by Mr. DeLaVergne, to approve the minutes of the April 12, 2017 Regular Board Meeting.

Yes: 10 No: 0

Carried Unanimously.

**Treasurer's Report, Central
Treasurers' Report and Budget
Amendments Received**

Moved by Mr. Burk, seconded by Mr. Woodruff, to receive the Treasurer's and Central Treasurers' Reports for the month ending March 31, 2017 and Budget Amendments for the period of April 1-30, 2017.

Yes: 10 No: 0

Carried Unanimously.

Treasurers' Reports and Budget Amendments as received are listed on Schedule V. of the agenda and placed in the supplemental file.

Albany and Other Updates

Mr. MacDonald reported on updates regarding the following:

- The last Teachers Association dinner meeting for the year was held this week. A very positive meeting and we recognized Chris and Kathy on their retirement.
- Currently reviewing student enrollment for 2017-18 and possible layoffs.
- We had a very successful budget vote. All 22 districts passed our budget.
- Commissioner Elia will be visiting Rush-Henrietta CSD on May 30 to discuss ESSA. Anyone interested in attending is welcome.
- Batavia Building Trades Open House is on May 18th and the May Center Open House is on May 31. If you can, please stop in to tour the houses and have lunch.

APPROVED MINUTES

Genesee-Livingston-Steuben-Wyoming Educational Partnership

May 17, 2017

- There was a Public hearing in Batavia regarding the proposed Freightliner building. Two more hearings will be held on this proposal.
- There are questions regarding possible changes to the 2017-18 calendars based on proposed SED guidelines and aidable hours.
- WXXI in Rochester will be doing a panel discussion with our kids in the Metal Trades program to discuss the program and applying the skills learned to the sculptures they created. Representatives from the Monroe County Mental Health Association will also be participating in the discussion.
- GVEP has received a lot of great publicity lately on their programs with the Ford Future Tech donation and the NASA HUNCH program.
- On Tuesday, May 30th there will be an ESSA Public Hearing at Rush-Henrietta High School at 6:00 p.m.

Moved by Mr. Haywood, seconded by Mr. Kane, to approve the following two (2) Action Items, as recommended by the District Superintendent:

Budget Vote Certified & Board Members Elected

Certify the 2017-18 Administrative Budget Vote of the component districts:

Budget Amount: **\$2,622,862** Voting results: Yes: 22 No: 0

Further, the following were elected:

- Ed Engel (incumbent) – 3 year term
- David DeLaVergne (incumbent) – 3 year term
- Ernest Haywood (incumbent) – 3 year term
- William Kane (incumbent) – 3 year term

Resolution for the Administrative and Confidential Group

Approved the following resolution:

**RESOLUTION FOR MAY 17, 2017 BOARD MEETING
RE: ADMINISTRATIVE AND CONFIDENTIAL GROUP PAY INCREASES FOR THE 2018-2019 SCHOOL YEAR**

BE IT RESOLVED, employees in the Administrator/Coordinator/Specialist/Program Assistant Group shall receive pay increases for the 2018-2019 school year in the amount of 3.0% of their respective 2017-2018 rates of pay, provided that the employee became a member of said group on or before February 1, 2018, and

BE IT FURTHER RESOLVED, employees in the Confidential Group shall receive pay increases for the 2018-2019 school year in the amount of 3.0% of their respective 2017-2018 rates of pay, provided that the employee became a member of said group on or before February 1, 2018.

APPROVED MINUTES

Genesee-Livingston-Steuben-Wyoming Educational Partnership

May 17, 2017

Yes: 10

No: 0

Carried Unanimously. Two (2) Action Items as recommended by the District Superintendent.

Administrative Reports

The reports of the Assistant Superintendent, Chief Human Resources Officer and Director of Programs were reviewed. After brief comments regarding their reports, each administrator present answered questions asked by the Board members.

Board Forum

Board Member Activity:

Pat Burk

- The GVSBI workshop on Parliamentary Procedures was very informative and very well attended.
- Participated in a panel discussion with Rochester CSD on children with drugs at school.

Matt Crane

- The prison is working with GCC and Nazareth College to develop a program for Veterans.

Bob DeBruycker

- Tenure Portfolio Review.

Ed Engel

- Attended the press conference for the Oakfield Alabama/ Elba FFA who recently received a \$5,000 grant. This money will be used to fund projects, including a barn at Oakfield-Alabama High School that FFA members can use to raise livestock. FFA members will be able to sell their livestock at the annual 4-H Livestock Auction at the Genesee County Fair.
- Attended the Lewiston Historical Society event. The speaker, The Bread Man, was former Special Education Director at Genesee Wyoming BOCES Chet Fery.
- Attended the Metal Sculptures unveiling at Eastview Mall. The sculptures are very impressive.

Ernie Haywood

- Attended the Teacher Association dinner meeting.

Bill Kane

- Tenure Portfolio Review.

APPROVED MINUTES

Genesee-Livingston-Steuben-Wyoming Educational Partnership

May 17, 2017

Dick Wilcox

- They are finalizing their Superintendent search.
- Tenure Portfolio review.

Dave Woodruff

- Attended the recent Principal Prep workshop.

Moved by Mr. Burk, seconded by Mr. DeLaVergne, to approve the following one (1) Program and Instruction items as recommended by the District Superintendent:

Field Trips Approved

Approved the following field trips:

1. **2017 FBLA National Leadership Conference in Anaheim, CA** on June 27-July 3, 2017. 4 students (2 male/2 female) and 2 chaperones (1 male/1 female). **Total Cost: \$11,350; Total Cost to Student/FBLA: \$690; Total Cost to GVEP: \$10,660.**
2. **FFA: Batavia (July 2-7, 2017) & Mt. Morris (July 9-14, 2017)** – Oswegatchie Educational Center in Croghan, NY. Up to 20 students (TBD) and 4 chaperones (2 male/2 female). **Total Cost: \$7,372.40; Cost to Program: \$7,200; Cost to GVEP: \$172.40** (transportation/tolls/advisor meals).
3. **2017 SkillsUSA National Leadership Conference** in Louisville, KY on June 16-24, 2017. 1 (female) student and 1 (female) chaperone. **Total Cost to GVEP: \$3,608.**

Yes: 10

No: 0

Carried Unanimously. One (1) Program and Instruction Items.

Moved by Mr. Woodruff, seconded by Mr. Kostecky, to approve the following four (4) Personnel Items, as recommended by the District Superintendent:

**Instructional & Support
Personnel Schedules Approved**

Approved the following personnel schedules:
Schedule I.P.

- 1 - Resignations
- 2 - Retirements
- 3 - Probationary Appointments
- 4B - Temporary Appointments: Above Contract
- 4C - Temporary Appointments: Other
- 4D - Temporary Appointments: Casual Employees
- 4E - Temporary Appointments: Adult Ed. Certified
- 6 - Tenure Appointments
- 7 - Leaves of Absence
- 8 - Change in Status
- 14 - Reappointment of Part-Time Employees

APPROVED MINUTES

Genesee-Livingston-Steuben-Wyoming Educational Partnership

May 17, 2017

Schedule S.P.

- 1 - Resignations
- 2 - Retirements
- 3 - Provisional Appointments
- 5 - Permanent Appointments
- 8A - Temporary Appointments: Substitutes
- 8B - Temporary Appointments: Other
- 10 - Leaves of Absence
- 11 - Change of Status
- 13 - Part-Time Employees Not Reappointed
- 14 - Reappointment of Part-Time/Temporary Employees

Personnel Schedules as approved are listed on Schedule X.A. of the agenda and placed in the supplemental file.

Civil Service Title Transfer

Approved the following resolution:

Placing the Human Resources Assistant Position in the Confidential Group

WHEREAS, the Civil Service title of “Human Resources Assistant” is presently within the Administrator, Coordinator, Specialist, Program Assistant benefits group, and

WHEREAS, is has been determined that this position will be placed within the Confidential benefits group,

NOW THEREFORE, BE IT HEREBY RESOLVED that effective April 18, 2017 the “Human Resources Assistant” position will be removed from the Administrator, Coordinator, Specialist, Program Assistant benefits group and placed in the Confidential benefits group.

JUUL Agreement Approved

Approved JUUL agreement extending the Probationary Appointment of “Trades Electrical” teacher (Tenure #098), Jared Cali, from September 1, 2017 to September 1, 2018.

Informational Items – Tenure

The Board reviewed Tenure Information for subsequent action at the June 21, 2017 Board Meeting.

Yes: 10 No: 0

Carried Unanimously. Four (4) Personnel Items.

Moved by Mr. Crane, seconded by Mr. DeBrycker, to approve the following seven (7) Business and Finance Items, as recommended by the District Superintendent:

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**Contracts & Agreements
Approved & Grants Accepted**

Approved contracts and agreements as recommended by the District Superintendent, authorizing the District Clerk to sign on behalf of the Board, and to accept grants.

Contracts and agreements as approved and grants as accepted are listed on Schedule XI.A. of the agenda and placed in the supplemental file.

**2017-18 General Fund Original
Appropriation Approved**

Approve the 2017-18 General Fund original appropriation of \$47,057.034. Approval of the General Fund appropriation authorizes salary funding for those employees not represented by negotiated contracts (Administrators/Coordinators/Specialists/Program Assistants and Confidential Employees).

Donation Accepted

Resolved, that the Board of Education hereby accepted the following donation from:

Amada Tool America Inc., a gift, consisting of (2) 23/64 drill and (2) 3/8 reamers estimated at a value of \$154.00, said gift to be the property of the Genesee Valley Educational Partnership; further, and in accordance with the direction of the donor, the gift is to be used by the Machining Technology and Welding programs.

**Obsolete Computer Items
Approved for Disposal**

Designated list of un-repairable or unusable computers and equipment as obsolete from Instructional Technology and recycle according to current laws and regulations.

List of computers and equipment designated obsolete is listed on **Schedule XI.D.** of the agenda and placed in the supplemental agenda file.

Cooperative Bids Received

Accepted the lowest responsible Cooperative Bids received, meeting specifications, for the following:

Grocery

Latina Boulevard Foods **\$859,063.42**

Grocery Diversions

Latina Boulevard Foods **\$274,396.60**

Advancepierre Foods **\$ 9,330.76**

Medical Supplies

School Health **\$ 599.94**

Moore Medical **\$ 4,190.15**

Medco Supply **\$ 3,416.23**

School Nurse Supply **\$ 1,120.00**

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Custodial Supplies

Corr Distributor	\$ 28,895.93
Dobmeier Janitor Supply Inc.	\$ 69,581.49
Central Poly Corp.	\$ 15,966.00
Ecolab, Inc.	\$ 1,389.33
Metco Supply	\$ 2,549.76
Regional Distributors	\$ 13,403.57
Hillyard, Inc.	\$ 84,774.42
Gabriel First Corp.	\$ 16,812.40
Pioneer Mfg. Co. Inc.	\$ 1,995.00
W.B. Mason Co. Inc.	\$ 34,380.82
The Wescott Group, Inc.	\$ 28,370.20
Dispose N Save LLC	\$ 594.00

Asphalt Sealing Bid

Accepted the lowest responsible internal bid received, meeting specifications, for asphalt sealing received from Magic Seal LLC. This includes work at the Mt. Morris campus (all sections) in the amount of \$16,153 and at the Batavia Campus (all sections) in the amount of \$18,899 for a grand total of \$35,052.

**Donation Accepted
(Addendum)**

Resolved, that the Board of Education hereby accepted the following donation from:

WNY Ford Dealers/NFADA: two (2) Ford Fusion vehicles at a value of \$32,000, said gift to be the property of the Genesee Valley Educational Partnership; further, and in accordance with the direction of the donor, the gift is to be used for training purposes on both campuses.

Yes: 10 No: 0

Carried Unanimously. Seven (7) Business and Finance Items.

Adjournment

Moved by Mr. Haywood, seconded by Mr. Crane, to adjourn the meeting at 8:25 p.m.

Yes: 10 No: 0

Carried Unanimously.

Respectfully Submitted,

Jennifer Lewis, Board Clerk