

AGENDA

1. **CALL TO ORDER**

- a. Flag Salute

2. **ADMINISTRATION OF OATH TO NEWLY ELECTED BOARD MEMBERS**

- a. Tammie Emrich (term expires 2016)
- b. Mark Davis (term expires 2018)
- c. Carrie Meade (term expires 2018)

3. **ELECTION OF OFFICERS**

- b. Nominations for President

Upon motion made by _____, seconded by _____ the following resolution was offered:

Resolved that _____ **be elected President** of the Board of Education of this District for the 2015-2016 fiscal year.

Vote: Ayes _____ Nays _____

- b. Nominations for Vice-President

Upon motion made by _____, seconded by _____, the following resolution was offered:

Resolved that _____, **be elected Vice-President** of the Board of Education of this District for the 2015-2016 fiscal year.

Vote: Ayes _____ Nays _____

- c. Administration of Oath to New Board President and Vice-President

CONSENT AGENDA (Nos. 4 - 14)

4. **APPOINTMENT OF OFFICERS:**

- a. District Clerk
 - ▶ Donna Taylor (July 1 - September 13, 2015)
 - ▶ Valerie Doliver (September 14, 2015 - June 30, 2016)
- b. Deputy District Clerks - Valerie Doliver & Michael C. Brown
- c. Treasurer - Michael C. Brown
- d. Tax Collector - Brian D. Burton (NBT)

5. **OTHER APPOINTMENTS**

- a. School Attorneys - Ferrara Fiorenza PC
- b. Independent Auditor - D'Arcangelo & Co., LLP
- c. School Physician - Dr. Kerri LeBlanc (*The Mary Imogene Bassett Hospital*)
- d. Insurance Consultant - Mang Insurance Agency

5. **OTHER APPOINTMENTS (Continued)**

- e. Central Treasurer of the Extra-Curricular Class Fund - Bonnie Schowe (stipend of \$2,500)
- f. District Newsletter Editor
 - ... Donna Taylor (07/01/15 - 09/13/15)
 - ... Valerie Doliver (2015-2016)
- g. Voting Machine Custodian (stipend of \$500)
- h. Chief Information Officer - Bruce McGowan
- i. Assistant Chief Information Officer - Steve Bliss
- j. Title I Coordinator - Christopher Harper
- k. Director of Physical Education - Franklin J. Johnson, Jr.
- l. Respiratory Program Administrator (RPA) - Michael Brown
- m. Dignity Act Coordinators - Lee Supensky and Kevin Nial
- n. Attendance Officer - Sharon White

6. **APPROVE OFFICIAL DEPOSITORIES**

Resolved that the following Banks and/or Trust Companies be and are hereby designated as the official depositories for the funds shown during the school year 2015-2016:

NBT Bank

Payroll Fund	School Lunch Fund
Special Aid Fund (Federal)	Trust & Agency Fund
General Fund	Cooperative Investment
Extra Classroom Activities Fund	Unemployment Account
Renovation Account	Capital Fund
Debt Service	Allen Lindsay Award
Expendable Trust Fund	NB Fire Dept Ladies Aux
David Lum Memorial	Ruth Butterfield Memorial
Rosco Williams Memorial	Martha Lowe Memorial
Jeremy Hoag Scholarship	Hoadley Scholarship
Calib Hall Fund	Ballard Memorial Fund
David Eccleston Basketball	Grace Johnson Award
Hannah May Memorial	Capital Fund SNB
Repair Reserve Fund	Elementary Sunshine

DCMO BOCES Cooperative Investment

NBT Bank
JP Morgan Chase Bank
Partners Trust Municipal Bank
M&T Bank
Citizens Bank
Wilbur National Bank
National Bank of Delaware Co.

Citizens Bank

Investment Account

7. **DESIGNATE OFFICIAL NEWSPAPER**

Resolved, that the Norwich Evening Sun be designated as the school district's official newspaper.

8. **AUTHORIZATIONS**

- a. Resolved that the Chief School Officer who is the Superintendent of Schools, or, his designee, be authorized to act as purchasing agent and access officer (Freedom of Information Law (FOIL)).

- b. Resolved that the Superintendent, or, his designee, be authorized to approve attendance at conferences, conventions and workshops for all employees and Board members.
- c. Resolved that the Superintendent, or his designee, be authorized to approve monthly budget transfers up to the budgetary amount.
- d. Resolved that Suzanne King be approved as custodian of Petty Cash Fund of \$100.
- e. Resolved that the School Nutrition Program Change Fund of \$200 be approved.
- f. Resolved that the established mileage reimbursement rate be IRS rate.
- g. Resolved that the Superintendent, or his designee, be authorized to sign all contracts for charter buses to be used for Board approved field trips.
- h. Resolved that the LINKS Team serve as the committees for Professional Development; Shared Decision Making; Academic Intervention Services; and the Comprehensive System of Personnel Development.
- i. Resolved that the Annual Professional Performance Review Plan (APPR) to evaluate teachers and principals be re-authorized for the 2015-2016 school year.

- j. Resolved that the following Resolution to Certify Lead Evaluators for the Purposes of APPR be adopted for the 2015-2016 school year:

In accordance with Commissioner’s Regulations 3012-c, the identification of Lead Evaluators for the Purposes of APPR shall be established and re-authorized as follows:

Robert J. Mackey	Franklin J. Johnson, Jr
Lee A. Supensky	Christopher M. Harper

- k. Resolved that the Superintendent of Schools is authorized to execute contracts in behalf of the school district and with the BOCES contract services.
- l. Resolved that the Superintendent of Schools is authorized to consult with professionals and purchase professional services as necessary to carry out the responsibilities of the Board and Superintendent, and mission of the school district.
- m. Resolved that the Board of Education has hereby established an Employee Benefit Accrued Liability Reserve, Tax Certiorari Reserve, Unemployment Insurance Reserve, and Liability Reserve, and the Superintendent of Schools be and is authorized to make budgetary transfers between and among these reserve funds and the General, Special Aid, Capital and School Lunch Funds.
- n. Resolved that the Superintendent of Schools is authorized to employ personnel on a temporary, part-time, per diem, or substitute basis, and to set the appropriate wages for such personnel.
- o. Resolved that the Superintendent of Schools is authorized to certify all payrolls, and that in the absence of the Superintendent the District Clerk is authorized to certify all payrolls.

9. **BOARD MEETINGS - 2015-2016**
- a. Resolved that the designated dates and times for regular and special Board Meetings be set in accordance with the attached listing.
10. **SCHOOL BOARD POLICIES**
- a. Resolved that the Board of Education re-adopt all policies presently in effect.
- b. Resolved that the Board adopt the attached school district organizational chart.
11. **CENTRAL OFFICE AUTHORIZATIONS - 2015-2016**
- a. Resolved that the DCMO BOCES Central Business Office be appointed as Internal Claims Auditor.
- b. Resolved that Michael C. Brown, School District Treasurer, and/or the Superintendent of Schools be appointed Records Access Officer.
- c. Resolved that Valerie L. Doliver be appointed Records Management Officer.
- d. Resolved that Michael C. Brown, Robert Mackey and Valerie L. Doliver be appointed to serve on the Records Advisory Board for Records Management.
- e. Resolved that Lee Supensky be appointed Compliance Officer/Title IX and that Matthew Osborne serve as Assistant Compliance Officer/Title IX.
- f. Resolved that the Board authorize the following signature on all accounts: Michael C. Brown, School District Treasurer.
- g. Resolved that the Board authorize the following signatures on the extracurricular account: Michael C. Brown and Bonnie Schowe.
- h. Resolved that the Board authorize the use of signature plates for the School District Treasurer.
- i. Resolved that the Board authorize Michael C. Brown, Valerie Doliver and the Superintendent of Schools to have access to the safe deposit box at NBT.
- j. Resolved that the Board establish a bonding of employees fund as follows:
- | | |
|---------------------------|-----------|
| School District Treasurer | \$100,000 |
| Central Treasurer | \$100,000 |
| Internal Auditor | \$ 50,000 |
| All other employees | \$ 5,000 |
- k. Resolved that the Board authorize Michael C. Brown, Business Official, to sign for the Superintendent's district purchases and personal/sick leave requests.
- l. Resolved that the Board authorize Michael C. Brown, Business Official, and/or Franklin J. Johnson, Building Administrator, to sign claim forms in the Superintendent's absence.
- m. Resolved that Michael C. Brown be designated as the School Pesticide Representative.
- n. Resolved that Andrew Ruffino be designated as the school's Liaison for Homeless Children & Youth.

- o. Resolved that Robert J. Mackey, Superintendent, be authorized to serve on the DCMO BOCES School Health Consortium during the 2015-2016 school year.
- p. Resolved that the attached Resolution for Superintendent to Designate Substitute in his absence at DCMO BOCES School Health Consortium meetings during the 2015-2016 school year, be adopted.
- q. Resolved that the Career and Technical Advisory Council of DCMO BOCES be authorized to act as advisory council during the 2015-2016 school year.

12. **INDEMNIFICATION OF EMPLOYEES**

- a. Resolved that the District will defend and indemnify employees pursuant to Section 18 of the Public Officers Law.

13. **SPECIAL EDUCATION APPOINTMENTS AND AUTHORIZATIONS**

- a. Resolved that the appointment of the CSE and CPSE for the 2015-2016 fiscal year be approved per the attached listing.
- b. Resolved that Lee Supensky be appointed as the CSE and CPSE Chairperson and Marianne Ruggiero appointed as the CSE and CPSE Assistant Chairperson for the 2015-2016 fiscal year.
- c. Resolved that Lee Supensky be appointed the authorized representative of the Board of Education in order to sign the Pre-school STAC-1 forms at the CPSE meetings.
- d. Resolved that Lee Supensky be appointed as the Section 504 Chairperson and Marianne Ruggiero as the Assistant 504 Chairperson.
- e. Resolved, that the Board authorize the district to participate in all Federal Programs for the 2015-2016 school year. The district shall be in compliance with Title VI of the Civil Rights Act, Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973.
- f. The Board of Education having been informed that it may designate one or more of its members to appoint an Impartial Hearing Officer in regard to a pending request for a hearing, and having been further advised of the short time periods for appointing a Hearing Officer and for initiating a hearing, it is hereby

RESOLVED that the Board President shall be designated to appoint a Hearing Officer subject to ratification by the Board at its next regular meeting.

14. **ESTABLISH RATES OF PAY (Substitutes, Tutors, Inspectors of Election)**

Resolved that the Board of Education establish the following rates for 2015-2016:

a. Substitute Teachers & Tutors

UVFA Retirees	\$100.00 per day
Certified & Non-Certified	\$ 80.00 per day
<i>(Substitute teachers will be paid \$100 per day after 15 consecutive days for the same teacher)</i>	
Long-term Substitute Teachers:	\$165.00 per day (certified)
	\$135.00 per day (certified but in different tenure area)
	\$120.00 per day (uncertified)

Tutor (Adult) \$15.00 per hour
 Tutor (Student) Minimum Wage

b. Non-Instructional Substitutes:

CSEA Retirees \$ 9.15 per hour
 Teacher Aide Minimum Wage
 Cafeteria Worker Minimum Wage
 Custodial Worker Minimum Wage
 Clerical Worker Minimum Wage
 Bus Attendant Minimum Wage
 Bus Driver \$ 13.00 per hour
 Licensed Practical Nurse \$ 11.72 per hour
 Registered Nurse \$ 18.46 per hour
 Family Nurse Practitioner (FNP) \$ 23.00 per hour (or higher)
 Summer School Registered Nurse \$ 35.00 per hour

c. Substitute Occupational Therapist, Physical Therapist & Speech:

Non-certified OT, PT & Speech \$165.00 per day
 Certified Assistant OT, PT or
 Speech Therapist \$195.00 per day
 Certified OT, PT or Speech
 Pathologist \$225.00 per day

d. Inspectors of Election: Minimum Wage

e. Fingerprinting fee for substitutes

Resolved that the Board authorize the District to pay one-half of the cost of the fingerprinting fee for substitutes, with the substitutes being responsible for the other half.

Motion _____ Seconded _____ Vote: _____

15. **BOARD OF EDUCATION APPOINTMENTS AND DESIGNATIONS FOR 2015-2016:**

- a. Resolved that _____ be appointed as the Board of Education Legislative Liaison.
- b. Resolved that _____ be appointed as the Board of Education Parliamentarian.
- c. Resolved that the Board of Education designate the District Office Lobby as the District Voting Place.
- d. Resolved that Board members be appointed to serve on the following School Board Advisory Committees:

School Board Advisory Committees	Board Members 2014-2015	Board Members 2015-2016
Strategic & Fiscal Planning	Jason Gray, Vicky Gregory & Kim Murray	
Policy	Tammie Emrich, Kim Murray, & Kristin Rumovicz	
Negotiations	Tammie Emrich, Rich Potter & Mark Davis	
Facilities	Jason Gray, Rich Potter & Mark Davis	
Audit Committee	All Board Members	All Board Members

Motion _____ Seconded _____ Vote: _____

REGULAR MEETING BUSINESS

- 16. POSITIVE POINTS
- 17. VOICE OF THE PUBLIC #1
- 18. APPROVAL OF MINUTES
 - a. June 15, 2015 - Regular Meeting
- 19. APPROVAL OF TREASURER’S REPORT - No report at this time
- 20. REVIEW AND APPROVAL OF SPECIAL EDUCATION MINUTES

504	06/09/15 and 06/29/15
CPSE	06/22/15 and 06/25/15
CSE	06/09/15, 06/10/15, 06/22/15, and 06/23/15

21. SUPERINTENDENT’S RECOMMENDATIONS

Motion by _____, seconded by _____, to approve the Superintendent’s recommendations as follows:

- a. Tenure Appointment - Laurie S. Pedersen
 - ▶ Name: Laurie S. Pedersen
 - ▶ Tenure Area: Elementary Education
 - ▶ Date of commencement of service on tenure: 09/01/2012 (by estoppel)
 - ▶ Certification Status:
 - ... N, K, Grades 1-6, permanent
 - ... Mathematics 7-12, permanent
 - ... Mathematics 7-9 extension, permanent
- b. Personnel Recommendations

Resolved that Personnel Recommendations be accepted in accordance with the attached listing, identified as Exhibit “A”.
- c. Accept Free and Reduced Price Meal or Special Milk Program

Resolved that the Board accept the 2015-2016 Free and Reduced Price Meal or Special Milk Program Policy Statement, including the Family Income Eligibility Criteria and all required attachments.
- d. Award Milk and Ice Cream Bids

Resolved that the Board award the bids for milk and ice cream for the 2015-2016 school year to the following lowest bidders: Milk - Bill Brother’s Dairy; Ice Cream - Huff Ice Cream
- e. Adopt Resolution to Issue Tax Warrant

Resolved that the Board does hereby adopt the Resolution to Issue Tax Warrant for the 2015-2016 school year, as printed.

- f. Approve Transportation Contracts
Resolved that the Board does hereby approve the transportation contracts between Unadilla Valley and Executive Fleet, Inc. (dba Coachmaster) as follows:
 - ▶ Summer Transportation beginning July 1, 2015 and ending August 31, 2015
 - ▶ Transportation beginning September 1, 2015 and ending June 30, 2016.

- g. Authorize Superintendent to Sign Agreement with the Town of New Berlin Police Department
That the Board does hereby authorize the Superintendent to sign the Agreement between the Town of New Berlin Police Department and Unadilla Valley Central School District for the services of a School Resource Officer (SRO), effective July 1, 2015 through June 30, 2018.

22. CORRESPONDENCE/COMMUNICATIONS

- a. Superintendent's Update
 - ▶ NYSSBA - 2015 Annual Convention - October 18-20
 - ▶ CASSC School Board Institute Summer Workshop - August 13
 - ▶ Board Retreat

23. UNFINISHED BUSINESS

24. NEW BUSINESS

25. VOICE OF THE PUBLIC #2

26. ADJOURNMENT

27. THE UNADILLA VALLEY PLEDGE:

As citizens. . .

We are proud, independent, smart, and strong.

We take responsibility for our actions and act in a responsible way.

We are courteous and considerate and treat others the way we want to be treated.

We strive to learn from each other and allow others to learn without being disturbed..

We always give our best to our community, our families, our peers, and ourselves.

SUPERINTENDENT'S RECOMMENDATIONS
Board Meeting of July 8, 2015

*Conditional Appointment Pending Results of Fingerprinting

EXHIBIT "A"

21. b. PERSONNEL RECOMMENDATIONS

1. ACCEPT RESIGNATION

Name	Position	Effective Date
Glenda M. Vatovec	District Data Coordinator	August 31, 2015

2. RECALL TO EMPLOYMENT - Kimberly A. Burkhart (Preferred Eligibility List)

<p>Pursuant to Education Law, Section 2510, it is</p> <p>Resolved that the Board of Education does hereby recall Kimberly A. Burkhart to employment from the preferred eligible list as teacher in the tenure area of Elementary Education, effective September 1, 2015.</p> <p>Be it Further Resolved, that her salary will continue at Step 12 + Master's in accordance with the UVFA Contract.</p>
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3. RECALL TO EMPLOYMENT - Glenda M. Vatovec (Preferred Eligibility List)

<p>Pursuant to Education Law, Section 2510, it is</p> <p>Resolved that the Board of Education does hereby recall Glenda M. Vatovec to employment from the preferred eligible list as teacher in the tenure area of Elementary Education, effective September 1, 2015.</p> <p>Be it Further Resolved, that her salary will continue at Step 5 + Master's in accordance with the UVFA Contract.</p>
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4. APPOINT TEACHERS - Unclassified

Name	Tenure Area	Date of Probationary Appointment	Expiration of Probationary Appointment	Certification Status:	Salary per UVFA Contract
Nicholas J. Horth	Elementary Education	09/01/2015	08/31/2018	NYS Initial Certifications in Early Childhood & Childhood Education pending	Step 1 (\$41,262)
Kathryn L. VanDeusen	Elementary Education	09/01/2015	08/31/2018	NYS Initial Certifications: *Childhood Education (Grades 1-6) expiring 08/31/16 *Early Childhood Education (Birth - Grade 2) expiring 08/31/16	Step 3 + Master's (\$44,802)
Heather K. Davis	Special Education	09/01/2015	08/31/2018	NYS Initial Certifications: *Childhood Education (Gr. 1-6) *Early Childhood Education (B-2) *Students w/Disabilities (B-2 pending review)	Step 1 (\$41,262)

5. APPOINT SUMMER SCHOOL STAFF- July 6, 2015 - July 30, 2015 - Monday - Thursday

Staff Member	Position (8:00 a.m. - 1:00 p.m.)	Rate of Pay
Colleen Huggins	Kdg - 1 st grade classroom instructor	Per UVFA Contract
Emily Ewald	2 nd - 3 rd grade classroom instructor	Per UVFA Contract
Diana Pallik	3 rd - 4 th grade classroom instructor	Per UVFA Contract
Heather Davis	Interventionist	Per UVFA Contract
Paulette Gage	Technology - LTA	Per UVFA Contract
Suzanne Cleveland	6 th - 12 th grade ELA classroom instructor	Per UVFA Contract
Jeanine Potter	6 th - 12 th grade Math classroom instructor	Per UVFA Contract
Brian Trujillo	Substitute Teacher	Per UVFA Contract
Jane Prohaska	Teacher Aide	Per CSEA Contract
Sarah Garno	Administrative Intern	N/A

6. APPOINT REGENTS REVIEW INSTRUCTORS & TEACHER AIDES FOR 9-12 (07/13/2015 - 08/11/2015)

Staff Members	Position (8:00 am. - 1:00 p.m.)	Rate of Pay
Nadine Kneale	English, Global and U.S. History	Per UVFA Contract
Leila Marquit	Global	Per UVFA Contract
Sheryl Oglesby	Teacher Aide	Per CSEA Contract
Kristen Lorimer	Teacher Aide	Per CSEA Contract

7. APPOINT SUMMER SCHOOL REGISTERED NURSE - July 6, 2015 - August 14, 2015 (Monday-Friday)

Name	Position - Classified	Rate of Pay
Jessica Stratton	Summer School Registered Nurse	\$35.00 per hour

8. APPOINT SUMMER FOOD SERVICE HELPERS

Names	Position/Title - Classified	Effective Dates	Rate of Pay
Connie Ackley Stella Peek Susan Sebeck	Summer Food Service Helper PT (temp) Monday - Friday 7:30 a.m. - 1:00 p.m.	07/06/15 - 08/27/15	\$12.00 per hour

9. APPOINT SUMMER CUSTODIAL WORKERS PT (temp)
**Conditional Appointment Pending Results of Fingerprinting*

Names	Title/Position - Classified	Effective Dates	Rate of Pay
*Breanna Christian, Hunter Christian, *Steven Gillette, *Jeremiah Haskins, *Nicole Mackey, *Shannon McIntyre, *Skylar Moore, Davis Schwab, *Michael Weis, Joshua Wilcox	Summer Custodial Worker PT (temp)	07/01/15- 08/31/15	Minimum Wage (\$8.75 per hour)

10. APPOINT LIFEGUARDS/LESSON INSTRUCTORS FOR SUMMER SWIM PROGRAM
**Conditional Appointment Pending Results of Fingerprinting*

Names	Position - Classified	Effective Dates	Rate of Pay
Jordan Anderson, Abigail Avolio, Alexander Avolio, Makenzie Ballard, Emily Converse, Elyssa Franklin, Nathaniel Mackey, Jared White	Lifeguard (PT Temp)	07/06/2015 - 07/30/2015	Minimum Wage (\$8.75 per hour)
Matthew Osborne	Lifeguard/Lesson Instructor (PT Temp)	07/06/2015 - 07/30/2015	\$12.50 per hour

11. APPOINT SPORTS COORDINATOR

Name	Title/Position	Effective Dates	Stipend
Matthew Osborne	Sports Coordinator	07/01/2015 - 06/30/2016	Per UVFA Contract

12. APPOINT COACHES & APPROVE VOLUNTEERS FOR 2015-2016
**Conditional Appointment Pending Results of Fingerprinting*

Resolved that the Board of Education does hereby appoint coaches for the 2015-2016 school year per the attached listing. Stipends will be in accordance with the UVFA Contract.

Be it further Resolved that the Board does hereby approve the volunteers for sports programs for the 2015-2016 school year per the attached listing.

13. APPOINT ADVISORS - 2015-2016

Resolved that the Board of Education does hereby appoint advisors for the 2015-2016 school year per the attached listing. Stipends will be in accordance with the UVFA Contract.

14. MISCELLANEOUS APPOINTMENTS

Name	Position	Effective Dates	Rate of Pay
Jessica DeVries	Receiving Orders	July 6, 2015 - August 30, 2015	\$15.00 per hour
Heather Davis	Records Management	July 6, 2015 - August 30, 2015	Per CSEA Contract

15. APPROVE SUBSTITUTES - 2015-2016

Re-approve 2014-2015 substitutes	Per attached listing
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16. APPROVE WORKING AGREEMENT

Resolved that the Board of Education does hereby approve the Working Agreement for **Valerie L. Doliver**, effective July 1, 2015, as presented.

17. APPROVE LEAVE REQUEST

Name	Type of Leave	Effective Dates
Charlene Smith	Family (unpaid)	September 1, 2015 - June 30, 2016

18. APPOINT BUS ATTENDANT- Classified

Name	Title/Position	Effective Dates	Rate of Pay
Patricia Warren	Bus Attendant (temp)	July 6, 2015 - August 14, 2015	\$9.07/hour per CSEA Contract

super.personnel.july8.2015