

AGENDA
ANNUAL REORGANIZATIONAL &
REGULAR BOARD OF EDUCATION MEETING
JULY 8, 2013 - 7:00 P.M.
HIGH SCHOOL LIBRARY

*Please return both Policy & Plan
& Procedure Notebooks for updating.

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- I. MEETING CALLED TO ORDER BY SUPERINTENDENT, SALUTE TO THE FLAG, ROLL CALL
- II. ELECTION OF PRESIDENT, VICE PRESIDENT
- III. APPOINTMENT OF DISTRICT CLERK
- IV. OATH OF OFFICE, BOARD MEMBERS, NEW OFFICERS
- V. APPOINTMENTS, AUTHORIZATIONS, OTHER
1. RESOLVED, that _____ serve as Legislative Representative for Harpursville Central School Board of Education.
 2. RESOLVED, that Joseph McLaughlin be appointed School District Treasurer, 2013-2014 fiscal year.
 3. RESOLVED, that Beth Ehrensbeck be appointed Deputy School District Treasurer, 2013-2014 fiscal year.
 4. RESOLVED, that the NBT Bank be appointed Tax Collector for the 2013-2014 school year.
 5. RESOLVED, that the positions hereafter listed will be bonded in the amounts indicated:
Treasurer \$1,000,000 Tax Collector \$500,000 Superintendent \$500,000
 6. RESOLVED, that Jill Andrews be appointed Attendance Supervisor for the 2013-2014 school year, and

BE IT FURTHER RESOLVED, that Jill Andrews, Attendance Supervisor, is responsible for making entries in the Attendance Register and for generally maintaining the record of attendance for the 2013-2014 school year.
 7. RESOLVED, that the Chief School Officer be appointed Purchasing Agent for the fiscal year 2013-2014.
 8. RESOLVED, that the High School Principal be appointed the fiscal auditor for Extra Curricular Funds for school year 2013-2014 at no additional salary.

9. RESOLVED, that Heather Medovich be appointed as the Central Treasurer for Extra-Curricular Funds for the 2013-14 school year.
10. RESOLVED, that the Manufacturers and Traders Trust Company of Binghamton, New York, be and is hereby designated as the recipient of general funds, for all tax money and payroll accounts; NBT for all extra curricular funds and the School Lunch Fund; JP Morgan Chase Bank, Citizen's Bank, and Tioga State Bank of Binghamton, New York, be and is hereby designated as the recipient of funds for investment purposes.
11. RESOLVED, that the Windsor Standard and the Tri-Town News are designated as the official newspapers for all official notices.
12. RESOLVED, that the Board of Education authorizes the establishment of a petty cash account in the amount of \$50 for the District Office, \$100 for the Elementary Office, \$100 for the High School Office, for the fiscal year 2013-14; and

BE IT FURTHER RESOLVED, that three petty cash checks be issued to the following: Joseph McLaughlin, District Office and Elementary Office; Tabatha Rhodes, High School Office.

13. RESOLVED, that the Board of Education authorize an advance of funds for change in the amount of \$200.00 for the Cafeteria Manager, \$50.00 for the in-school suspension office for the fiscal year 2013-14; and

BE IT FURTHER RESOLVED, that two advance of funds checks be issued to the following: Norene Tasber, Cafeteria Manager and Carrie Smith, In-School Suspension Office.

14. RESOLVED, that Joseph McLaughlin be appointed as petty cash auditor.
15. RESOLVED, that the District Treasurer be authorized to pay Bonds, Interest, and Short Term Notes.
16. RESOLVED, that the High School Principal, Guidance Secretary/Attendance Clerk, High School Secretary, and Payroll Clerk be authorized to sign working papers, 2013-2014 school year.
17. RESOLVED, that the Board of Education accepts the policy statement regarding 2013-2014 Free and Reduced Price Meal program including Family Income Eligibility Criteria and required attachments as announced by the State Education Department, and

BE IT FURTHER RESOLVED, that the Board President is authorized to sign agreements to continue to participate in the School Lunch, Breakfast and Milk programs, and that the Superintendent or District Treasurer are authorized to sign such reports as are required, and

BE IT FURTHER RESOLVED, that Joseph McLaughlin and Heather Medovich be the Reviewing Officials, that Kathleen M. Wood is the Hearing Official and that Joseph McLaughlin be the Verification Official for the 2013-2014 program year.

18. RESOLVED, that the Jr. Sr. High School Principal, Elementary Principal and Director of Special Education are appointed Compliance Officers for Title IX of the Education Amendment of 1972, Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973.
19. RESOLVED, that the Board of Education appoint the Elementary Principal and/or Superintendent to act as authorized representative and contact person for the 2013-2014 Federal Programs.
20. RESOLVED, that Kathleen M. Wood is designated by the Board of Education to consider, approve or disapprove requests from faculty members to take inservice courses.
21. RESOLVED, that the firm of Coughlin & Gerhart, LLP be appointed School Attorney for the fiscal year 2013-2014.
22. RESOLVED, that the Superintendent and/or District Treasurer is authorized to certify payrolls.
23. RESOLVED, that the Superintendent is authorized to approve the transfer of funds between accounts, within the rules and regulations of the State of New York.
24. RESOLVED, that pursuant to Public Officers Law §18, the District hereby confers the benefits of §18 upon its employees and will be liable for the costs incurred under the provisions of said statute. (See attached explanation)
25. RESOLVED, in accordance with the provisions of Local Finance Law, Section 3:00, that the President of the Board of Education shall be and hereby is empowered and directed to authorize the issuance and to issue bond, tax and revenue anticipation notes of this Board, and the renewals of any and all such notes at such times and under such circumstances and he/she deems proper and advisable; and to prescribe the terms, form and content thereof, to execute the same in the name of and on behalf of the Board, and to sell at private sale and deliver the same, and the full faith and credit of the Board is hereby pledged to the punctual payment of the principal and interest on all notes issued pursuant hereto by said President; all in pursuance to and consistent with the provisions of the Local Finance Law of the State of New York; such authorization shall continue until the Board of Education by resolution shall elect to reassume the power herein authorized.
26. RESOLVED, that the firm of Vieira and Associates be appointed Auditor for the fiscal year at a fee not to exceed \$18,900.
27. RESOLVED, that Squire, Sanders & Dempsey, LLP, be designated as bond counsel for the 2013-2014 school year. Ken Bond of that firm would be the lead attorney.
28. RESOLVED, that the Board of Education of the Harpursville Central School District designates the Occupational Education Advisory Council of the Broome-Tioga BOCES as Council for Vocational Offerings in the Harpursville Central School District, 2013-2014 school year.

29. RESOLVED, that the following appointments be made to the Committee on Special Education and the Committee on Preschool Special Education, school year 2013-2014:
Chairperson and Administrator in Charge - Mrs. Cathy Dopko
Asst. CSE/CPSE Chairperson - Lori Boman
School Psychologist - Mrs. Terri Waters
Parent Member - Jenni Austin, Christine Pritchard, Sarah Wilkinson, Carrie Lusk, Danielle Thorne, Jackie Warren, Amy Livermore-Kappauf, Amy Copeland, Linda Grose, Ralph Grose
School Physician - Dr. David Carter
30. RESOLVED, that Ralph & Linda Gross be appointed Surrogate Parents, 2013-2014.
31. RESOLVED, that the District will use the list of Impartial Hearing Officers as maintained by the Impartial Hearing Reporting System for the 2013-14 school year on a rotational basis beginning with the first name appearing after the impartial hearing officer who last served or, in event no impartial hearing officer on the list has served, beginning with the first name appearing on such list.
32. RESOLVED, that the Board President is authorized to appoint an Impartial Hearing officer and the Board of Education will ratify the appointment of the Impartial Hearing Officer at a public meeting of the Board.
33. RESOLVED, that the following be appointed as clerks and inspectors for any referendums held during the 2013-2014 school year:
Darlene Noyes, Arlene Noyes, Kim Quick, Gayle Rowe, Donna Rowe, Hilda Baldauf, Fran Bromley, Sandy Schnurbusch, Betty Burns, Brenda Andrews
34. RESOLVED, that _____ is designated by the Board of Education to be its representative, with the remaining members of the Board of Education as alternates in relation to the Broome-Tioga-Delaware Health Insurance Consortium for the 2013-2014 school year.
35. RESOLVED, that _____ be appointed Harpursville Board of Education Voting Delegate at the NYSSBA Annual Meeting with _____ as an alternate Delegate.
36. RESOLVED, that Darlene Noyes be appointed Records Access Officer.
37. RESOLVED, that Darlene Noyes be appointed Records Management Officer.
38. RESOLVED, that David Johnson is appointed as LEA Asbestos Designee.
39. RESOLVED, that Kevin McNamara be designated Chemical Hygiene Officer.
40. RESOLVED, that Beth Ehrensbeck is appointed as Faculty Auditor.
41. RESOLVED, that Joseph McLaughlin is appointed Medicaid Compliance Officer.

41. RESOLVED, that the Superintendent is appointed to all sick bank committees.
42. RESOLVED, that the Superintendent be authorized to approve staff conferences.
43. RESOLVED, that the Superintendent be authorized to approve all Section 913 physical exams.
44. RESOLVED, that the mileage reimbursement rate be established at the IRS approved rate.
45. RESOLVED, that all Board approved policies, plans and procedures currently in effect are readopted.
46. RESOLVED, that all state and federally mandated plans and policies currently in effect are readopted.
47. RESOLVED, that all municipal agreements are readopted.
48. RESOLVED, that the District utilize specialized credits to meet course requirements.
(please see attachment)
49. RESOLVED, that regular meetings of the Board of Education will be held _____ of the month in the _____ school at _____ o'clock.

VI. MINUTES OF THE JUNE 17, 2013 REGULAR MEETING

VII. EXECUTIVE SESSION

CPSE Recommendations & Personnel Matters

VIII. ANNOUNCEMENTS

IX. PRIVILEGE OF THE FLOOR

X. BUSINESS OFFICE REPORTS

- a. RESOLVED, upon the recommendation of the Superintendent of Schools, that the District enter into a 10-month contract with the Binghamton University Children's Unit for Treatment and Evaluation for the 2013-14 school year in an amount not to exceed \$38,803.00.
- b. RESOLVED, upon the recommendation of the Superintendent of Schools, that the District enter into an agreement with Southern Tier Hearing Services, PLLC for the provision of Audiology Services for the term of July 1, 2013-June 30, 2014 at the rate of \$70.00 per hour.
- c. RESOLVED, upon the recommendation of the Superintendent of Schools, that the Treasurer's Report for May 1-31, 2013 be accepted.
- d. Informational: Claims Auditing for May 2013
- e. Art Bid-results will be provided on Monday evening.

XI. AGREEMENT WITH OPPORTUNITIES FOR BROOME, INC.

RESOLVED, upon the recommendation of the Superintendent of Schools, that the District enter into an agreement with Opportunities for Broome Headstart for the identification and provision of

services to pre-school children with disabilities for the 2013-14 school year.

XII. FUEL TANK REMOVAL CONTRACTS

- a. RESOLVED, upon the recommendation of the Superintendent of Schools, that Bach Environmental, Inc. as the original low bidder on the Harpursville CSD Fuel Tank Removal Project, Ashley McGraw's Project No. 1105, submitted in August 2012, accept a June 2013 negotiated scope proposal from Bach Environmental, Inc., including the removal of one (1) 5,000 gallon diesel tank and one (1) 10,000 gallon diesel tank at the Bus Garage, along with associated wiring, piping, sumps, dispenser, pad, etc. Excavation will be backfilled with compacted gravel, and any tank waste will be disposed of per State regulations. Total contract of \$45,250.00
- b. RESOLVED, upon the recommendation of the Superintendent of Schools, that the proposal from Geologic NY, Inc. for the monitoring of fuel tank removal activities in the amount of \$9,000 be accepted.

XIII. EXTRACLASSROOM ACTIVITY ACCOUNTS

RESOLVED, upon the recommendation of the Superintendent of Schools, that the Extraclassroom Activity Account Report for May 2013 be accepted.

XIV. SUPPORT STAFF APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Earl Paugh be appointed to a permanent Head Custodian position off Civil Service list #67-805.

*Was appointed provisionally on 1/31/13.

XV. RESIGNATIONS

- a. RESOLVED, upon the recommendation of the Superintendent of Schools, that the resignation from Cristin Herr, FACS Teacher, be accepted effective June 30, 2013.
- b. RESOLVED, upon the recommendation of the Superintendent of Schools, that the resignation from James Stocum, Math Teacher, be accepted effective June 30, 2013.
- c. RESOLVED, upon the recommendation of the Superintendent of Schools, that the resignation, for the purpose of retirement, from Cynthia Bilsky be accepted, effective October 31, 2013.

XVI. TEACHING APPOINTMENTS

RESOLVED, upon the recommendation of the Superintendent of Schools, that the following teaching appointments be made:

- a. Name: Jason Lyon
Tenure Area: Math
Date of Commencement of Probationary Service: September 1, 2013
Expiration Date of Appointment: June 30, 2015
Certification Status: Permanent
*Rec'd tenure at Sidney CSD-has also rec'd NYS fingerprinting clearance.
- b. Name: Leslie Dauphinais
Tenure Area: Special Education
Date of Commencement of Probationary Service: September 1, 2013
Expiration Date of Appointment: June 30, 2015
Certification Status: Initial

(Jarema Credit 2012-13 school year)

- c. Name: Kelly Rooney
Tenure Area: Home Economics
Date of Commencement of Probationary Service: September 1, 2013
Expiration Date of Appointment: June 30, 2016
Certification Status: Initial Pending
*Has rec'd NYS fingerprinting clearance.

XVII. ADMINISTRATIVE APPOINTMENTS

RESOLVED, upon the recommendation of the Superintendent of Schools, that the following administrative appointments be made:

- a. Name: Kristin Conrow
Tenure Area: School District Administrator
Date of Commencement of Probationary Service: September 1, 2013
Expiration Date of Appointment: June 30, 2016
Certification Status: Professional (SDL)

- b. Name: Lori Boman
Tenure Area: School District Administrator
Date of Commencement of Probationary Service: September 1, 2013
Expiration Date of Appointment: June 30, 2016
Certification Status: Professional (SDL)

XVIII. EXTRA-CURRICULAR APPOINTMENTS

RESOLVED, upon the recommendation of the Superintendent of Schools, that the following extra-curricular appointments be made for the 2013-14 school year:

Class Advisor – 9th Grade – Joanne Frechette
Co-Advisor, Ski Club – Joshua Buczek

XIX. APPOINTMENT OF DEPARTMENT CHAIRPERSONS

RESOLVED, upon the recommendation of the Superintendent of Schools, that the following Department Chairperson appointments be made for the 2013-14 school year:

Math 7-12 - Jayme Manville
Gr. 3 & 4 - Kelli Parsons
Gr. K-2 – Kelly Ladue

XX. SUBSTITUTE

RESOLVED, upon the recommendation of the Superintendent of Schools, that Melissa McLaughlin be appointed to the support staff substitute list.

*Student-no fingerprinting necessary.

XXI. STUDENT SUMMER WORKER

RESOLVED, upon the recommendation of the Superintendent of Schools, that Tyler LaClair be appointed to a Summer 2013 student cleaner position.

XXII. CHANGE TO SCHOOL LUNCH PRICES

RESOLVED, upon the recommendation of the Superintendent of Schools, that the price of

Elementary lunches (K-5) be increased to \$ 1.95 from \$1.90 and High School Lunches (Gr. 6-12) be increased to \$2.20 from \$2.15. *Breakfast prices will remain the same.

XXIII. BUILDING SAFETY PLANS

- a. RESOLVED, upon the recommendation of the Superintendent of Schools, that the second reading and adoption of the HCS Jr. Sr. High School Building Safety Plan be accepted.
- b. RESOLVED, upon the recommendation of the Superintendent of Schools, that the second reading and adoption of the WAO Elementary Building Safety Plan be accepted.

XXIV. RENEWAL OF CONDITIONAL APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that the following conditional appointment be renewed, pending NYS mandated fingerprinting clearance:
Support Staff Substitute: Christopher Allen

XXV. DISCUSSION ITEMS

- a. Capital Project updates
- b. Outdoor Track Merger with Afton

XXVI. PRIVILEGE OF THE FLOOR

XXVII. EXECUTIVE SESSION

Personnel Matters

XXVIII. ADJOURNMENT

Reports: June 2013 Enrollment Information
2012-13 Year End Enrollment