

**SCIO CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING MINUTES**

July 12, 2017

Elementary Library
Scio, NY

Reorganization Meeting

School Board Members:

Mary Weimer
Loren Knapp
Jon Nickerson
Douglas Walsh
Kelly Cumpston
Lyman Lyon
David Roberts

Board Members Absent:

None

Staff Present:

Gregory Hardy, Superintendent
Nichele James, Business Manager
Cristy McKinley, Director of Curriculum & Instruction
Dawn Race, Principal
Kelly Morehouse, Director of Pupil Personnel Services
Doreen Martin, Senior Maintenance Mechanic
Jay Chandler, Transportation Supervisor
Cindy Winchell, Cafeteria Manager

Others Present:

Shannon McKinley

Call to Order/Pledge of Allegiance:

The District Clerk, Catherine Law, called the meeting to order at 6:30 p.m., followed by the pledge to the flag.

AGENDA REVIEW:

Motion by Mary Weimer, seconded by Kelly Cumpston, to approve the agenda as presented. C/SO

COMMUNITY RECOGNITION:

None

ORGANIZATIONAL MEETING:

Oaths of Office:

The Oath of Office was administered to the Superintendent, **Gregory L. Hardy** and re-elected board member, **Loren Knapp**.

Nominations:

Nominations were made for **President** (Chairman) of the Board. Kelly Cumpston nominated Mary Weimer, who accepted the nomination; Lyman Lyon nominated Loren Knapp, who accepted the nomination. Nominations were closed.

Appointment/Oath of Office:

Motion by Kelly Cumpston, seconded by Dave Roberts, to appoint **Mary Weimer** as **President** (Chairman) of the Board for the 2017-18 school year. 3-Yes; 4-No: L. Knapp, J. Nickerson, D. Walsh, L. Lyon Motion Defeated

Motion by Jon Nickerson, seconded by Lyman Lyon, to appoint **Loren Knapp** as President (Chairman) of the Board for the 2017-18 school year. 4-Yes; 3-No: M Weimer, D. Roberts, K. Cumpston C/SO The District Clerk administered the Oath of Office to the new President. At this time, the meeting was turned over to the President.

Nominations:

Nominations were made for **Vice-President** (Vice-Chairman) of the Board. Lyman Lyon nominated **Jon Nickerson**, who accepted the nomination. Nominations were closed.

Appointment/Oath of Office: Motion by Doug Walsh, seconded by Mary Weimer, to appoint **Jon Nickerson**, as **Vice-President** of the Board for the 2017-18 school year. C/SO The District Clerk administered the Oath of Office to the new Vice-President.

Appointment/Oath of Office: Motion by Kelly Cumpston, seconded by Doug Walsh, to appoint **Catherine Law** as the **District Clerk** for the 2017-18 school year. The stipend for this position will be \$3,600. C/SO The President of the Board administered the Oath of Office to the District Clerk.

Appointments: Motion by Kelly Cumpston, seconded by Mary Weimer, to **appoint** the following for the 2017-18 school year. C/SO

- a. District Treasurer: **Janice Fuller**
- b. Records Access Officer: **Janice Fuller** - \$2,500 stipend
- c. Deputy District Treasurer: **Loren Knapp**
- d. Census Enumerator: **Lisa Pizarro** - \$1,000 stipend
- e. Tax Collector: **Stacy Alsworth** - \$3,600 stipend
- f. Extracurricular Treasurer: **Kimberly Walsh**
- g. Deputy Extracurricular Treasurer: **Lisa Pizarro**
- h. Counselor of Extracurricular Accounts: **Superintendent of Schools**
- i. Purchasing Agent: **Nichele James**
- j. School Physician: **Dr. Kassas** - \$2,500 annual fee
- k. School Dentist: **Dr. Steven Sessler** - no fee
- l. School Attorney: **Marc Woltag** - \$750 retainer fee - \$100/hour
- m. School Auditor: **Amato, Fox & Company** - as per proposal
- n. Substitute Caller: **Cheryl Estabrook** - \$2,900 stipend
- o. Attendance Officer: **Principal**
- p. Dignity Act Coordinator: **Principal**
- q. Claims Auditor: **Deborah Fuller** - \$1,800 stipend
- r. Asbestos (LEA) Designee: **Doreen Martin**
- s. Delegate for "Self-Funded Insurance" Programs: **Superintendent**
- t. Alternate Delegate for "Self-Funded Insurance" Programs: **Business Manager**
- u. Health & Safety LEA: **Principal**
- v. County School Boards: **Jon Nickerson**, Delegate; **Doug Walsh**, Alternate Delegate
- w. NYS School Board Association: **Mary Weimer**, Delegate; **David Roberts**, Alternate Delegate
- x. Title IX Officers: **Business Manager & Treasurer**
- y. Chemical Hygiene Officer: **Sr. Maintenance Mechanic**

Oath of Office: The District Clerk administered the Oath of Office to the Deputy District Treasurer.

Designations: Motion by Doug Walsh, seconded by Kelly Cumpston, to **designate** the following for the 2017-18 school year. C/SO

- a. **Steuben Trust (maximum amount \$4 million); and NYLAF (maximum amount \$1.5 million)** as Official Bank Depository of School and Extracurricular Funds
- b. **Steuben Trust Company**, Official Bank to Collect School Taxes
- c. **Wellsville Daily Reporter**, Official Newspaper

Authorizations: Motion by Kelly Cumpston, seconded by Mary Weimer, to **authorize** the following for the 2017-18 school year. C/SO

- a. **Superintendent**, as Certifier of Payrolls
- b. **Superintendent**, to approve conferences, conventions, and workshop attendance with expenses.
- c. Establish Petty Cash Funds: \$50 District Office and \$50 Main Office
- d. **Superintendent**, to make budget transfers between and within the functional unit of the appropriations for teacher salaries and ordinary contingent expenses; prepare and submit a transfer report to the board on a regular basis
- e. **Superintendent**, to apply for grants in aid
- f. **Principal**, to accept and refer students to CSE

- Other Items:** Motion by Kelly Cumpston, seconded by Doug Walsh, to **approve** the following for the 2017-18 school year: C/SO
- a. Re-adoption of all **Policies and Code of Ethics** in effect during the 2017-18 school year.
 - b. Set date for the **Annual School Meeting/Budget Vote** on Tuesday, May 15, 2018 during the hours of 12:00 p.m. to 8:00 p.m. as set by NYS Education Department.
 - c. Set dates and times for **Board meetings** for the fiscal year 2017-18 to the 2nd Wednesday of each month with additional meetings at 6:30 p.m. unless otherwise stated or changed.
 - d. **Insurance coverage** for the tax collector and treasurer as stated by NYS law.
 - e. Establish **mileage reimbursement rate** as per the IRS standard rate, currently at 53.5 cents per mile.
 - f. Set Substitute pay rate for the 2017-18 school year as follows:
 - Certified Substitute - \$90.00
 - Non-Certified Substitute - \$75.00
 - Long-term Substitute - \$138.00
 - Substitute School Nurse - 15.60
 - Substitute Support Staff - \$9.70
 - Substitute Bus Driver - \$13.80
- This schedule supersedes all past substitute rate schedules. C/SO

REPORTS:

Board: The NYS School Board Association Annual Convention is being held in Lake Placid 10/12/17-10/14/17. Reservations will be made for Mary Weimer and Dave Roberts to attend. Mrs. Weimer asked for an executive session at the end of the meeting to review the Superintendent's Evaluation.

Superintendent: Mr. Hardy held a discussion regarding options for a board retreat.

FINANCIAL:

Minutes: Motion by Kelly Cumpston, seconded by Dave Roberts, to approve the **minutes** of 6/21/17. C/SO

PERSONNEL:

CSE/CPSE/504 Committee: Motion by Kelly Cumpston, seconded by Doug Walsh, to **approve** the following to serve on the **2017-18 CSE/CPSE/504 Committee:** C/SO

- Kelly Morehouse, CSE/CPSE Chairperson and 504 Coordinator
- Michael Wales, School Psychologist
- Michael Wales, Back-up CSE/CPSE Chairperson and 504 Coordinator
- Katie Harvey, K-4 Special Education Resource Room Teacher
- Marisa Bess, 5-8 Special Education Resource Room Teacher
- Cindy Colley, 9-12 Special Education Resource Room Teacher
- Amber O'Connor, Volunteer Parent Member

Board Liaisons: Motion by Doug Walsh, seconded by Kelly Cumpston, to appoint the following **board liaisons** for the 2017-18 school year: C/SO

- Building and Grounds: Doug Walsh
- Transportation: David Roberts
- Athletics & Extracurricular: Kelly Cumpston
- Personnel: Mary Weimer
- Legislation & Advocacy: Loren Knapp
- Community Relations: Lyman Lyon
- Administration: Jon Nickerson
- Finance: Entire Board

Appointments:

Advisors:

Upon the recommendation of the Superintendent and on motion by Kelly Cumpston and seconded by Doug Walsh, to appoint the following **advisors** for the 2017-18 school year. The salary will be in accordance with the terms outlined in the collective bargaining agreement between the Scio Teachers Association and the Board of Education. C/SO
Awards Night (Co-Advisor): Pam Crowell-Ketchner
Chess Club Advisor: Daniel Smith
Detention Supervisor: Genny Stephens
Foreign Language Advisors: Brittany McClain, Kyle Canfield
Website Coordinator: Dan Childs

Standard Work Day Reporting Resolution:

Motion by Kelly Cumpston, seconded by Mary Weimer, to approve the following **standard work day and reporting resolution** for elected and appointed officials: C/SO

BE IT RESOLVED, that the Scio Central School District/Location code 70214 hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on time keeping system records or their record of activities:

Title	Standard Work Day (Hrs/day)	Name (First and Last)	Social Security Number (Last 4 digits)	Registration Number	Tier 1 (Check only if member is in Tier 1)	Current Term Begin & End Dates	Participates In Employer's Time Keeping System (Yes/No- If yes, do not complete the last two columns)	Record of Activities Result*	Not Submitted (Check box if no record of activities completed or timekeeping system)
Elected Officials									
None									
Appointed Officials									
District Clerk	8.0	Catherine Law	██	██████		7/01/17-6/30/18	Yes		
Treasurer	8.0	Janice Fuller	██	██████		7/01/17-6/30/18	Yes		
Tax Collector	6.0	Stacy Alsworth	██	██████		7/01/17-6/30/18	Yes		
Claims Auditor	6.0	Deborah Fuller	██	██████		7/01/17-6/30/18	Yes		

Ratification of CSEA Contract:

Upon the recommendation of the Superintendent and on motion of Jon Nickerson and seconded by Dave Roberts, the Board of Education of the Scio Central School District approves the funding and ratification of the terms negotiated between the Scio Central School District and the **Scio CSEA Unit**, including retroactive salary as provided in the Ratification Summary and Tentative Agreement. The Collective Bargaining Agreement will be effective July 1, 2017 through June 30, 2020. The Superintendent shall have authority on behalf of the Board of Education to acknowledge the Agreement and the Memorandum of Agreement accordingly. C/SO

DISCUSSION & ACTION:

CSE/CPSE/504

Recommendations:

Motion by Doug Walsh, seconded by Kelly Cumpston, to approve the following **CSE/CPSE/504 Recommendations** as presented. C/SO
#001234 - MD/Transfer/Initial Placement
#32154 - OHI/Amendment

Fall Sports Schedule:

Motion by Kelly Cumpston, seconded by Mary Weimer, to approve the **2017 fall sports schedule** with changes as needed. C/SO

Six Month Asbestos Surveillance Report:

Motion by Doug Walsh, seconded by Dave Roberts, to accept the **Six Month Asbestos Surveillance Report** of 6/23/17. C/SO

OLD BUSINESS:

None

NEW BUSINESS:

None

CORRESPONDENCE:

The board received the NYSSBA Convention brochure and the June 2017 issue of *School Planning & Management*.

APPOINTMENT/CLERK PRO-TEM: Motion by Doug Walsh, seconded by Kelly Cumpston, to appoint **Mary Weimer** as **clerk pro-tem** for the remainder of the meeting. C/SO

EXECUTIVE SESSION: Motion by Mary Weimer, seconded by Doug Walsh, to enter **executive session** at 7:00 p.m. to review the Superintendent's evaluation. C/SO

OPEN SESSION: Motion by Kelly Cumpston, seconded by Jon Nickerson, to return to **open session** at 7:43 p.m. C/SO

ADJOURN Motion by Doug Walsh, seconded by Dave Roberts, to **adjourn** the meeting at 7:43 p.m. C/SO

NEXT MEETING The next regular meeting of the board will be on **Wednesday, August 9, 2017** at 6:30 p.m. in the Elementary Library.

Respectfully Submitted,

Catherine M. Law
District Clerk

Mary Weimer
Clerk Pro-tem