

Board of Education Reorganization Meeting – July 12, 2017

Call to Order at 6:32 p.m., Penn Yan Elementary School Cafeteria, Three School Drive, Penn Yan, NY; District Clerk Katie Dean presiding

Board Members Present: J. Morehouse, K. Guenther, R. Johnson, P. Bacher, D. Willson, L. Warren, L. Terpolilli

Board Member(s) Absent/Excused: N. Scher, R. Bloom

Others Present: H. Dennis, C. Milliman, G. Baker, K. Dean, W. Kinsey, T. Tansey, T. Webber, Media Representative, Community Members

Clerk Dean administered the Oath of Office to Board Members Elect: Robin Johnson and David Willson

Election of Officers – Clerk Dean presiding

Kathy Guenther nominated Jeff Morehouse to serve as President of the Board. Liz Warren seconded the nomination. All present voted yes. Motion carried, 7-0.

Robin Johnson nominated Kathy Guenther to serve as Vice President of the Board. Phyllis Bacher seconded the nomination. All present voted yes. Motion carried, 7-0.

Clerk Dean administered the Oath of Office to President Morehouse and Vice-President Guenther. She then turned the meeting over to President Morehouse.

A motion was made by Mrs. Guenther and seconded by Mrs. Warren to approve the agenda as revised. All present voted yes. Motion carried, 7-0.

Appointment of Officers

A motion was made by Mrs. Warren and seconded by Mrs. Terpolilli to approve the following appointments:

- A. District Clerk - Kathleen M. Dean, (\$4,793)
- B. Deputy Clerk – Becki A. Bailey, (at no additional salary)
- C. District Treasurer – Kim Fitzgerald, (salary authorized by Board action 6/14/17)
- D. Deputy Treasurer – Cathleen Milliman, (at no additional salary)
- E. Tax Collector and Deputies – Lyons National Bank and Cathleen Milliman, (at no additional salary)
- F. Claims Auditor – Ellen Murphy, (\$4,340)

All present voted yes. Motion carried, 7-0.

Appointment of Other Officials

A motion was made by Mrs. Johnson and seconded by Mrs. Bacher to approve the following appointments:

- A. School Physician Services – FLH Medical, P.C. , at an estimated annual cost of \$18,822.24
- B. School Attorney – The Firm of Ferrara, Fiorenza, Larrison, Barrett & Reitz, P.C.; and, the Law Firms of Trespasz & Marquardt, LLP and Donald A. Schneider as special counsel
- C. Census Enumerator – David Mulberger, Assistant Transportation Supervisor (at no additional salary)
- D. External Independent Auditor – Raymond Wager, in accordance with the contract dated May 2016 for Professional Auditing Services, at an estimated annual cost of \$17,900
- E. Local Education Agency Representative (Asbestos Management Person) – Kevin Johnson (at no additional salary)
- F. Purchasing Agent – Cathleen Milliman, Assistant Superintendent for Business (at no additional salary)
- G. District Safety Coordinator – Ann Paige (\$1,054)
- H. Chemical Hygiene Officer – Ann Paige (\$1,500), who is qualified by training or experience, to provide technical guidance in the development and implementation of the provisions of the Chemical Hygiene Plan
- I. Civil Rights Compliance Officers (Title IX) – Warren Kinsey and Becky Perrault (at no additional salary)
- J. Records Access Officer – Kathleen M. Dean (at no additional salary)
- K. Board of Registration - (Regular rate of pay)
Becki A. Bailey
Kim Dinehart
Susan Johnson
Kim Fitzgerald
- L. PYCSD Safety Committee:

Ann Paige, Chair	Tobin Tansey	Chris Warriner
Edward Foote	Lori Spencer	Sue Anderson
Dana Burton	Stacy Wyant	School Resource Officer
Cathleen Milliman	Dave Mulberger	Phyllis Bacher
Kelley Johnson	David Pullen	Warren Kinsey
Nancy Scher	Kathy Guenther	Robin Johnson
- M. Civil Service Appointment Officer – Cathleen Milliman (at no additional salary)

- N. School Pesticide Representative – Kevin Johnson (at no additional salary)
- O. Central Treasurer/Extra-Classroom Activity Accounts:
Penn Yan Academy – Sara Loring, at no additional salary
Penn Yan Middle School – Joelle Condella, at no additional salary
Faculty Auditor – Ellen Murphy, at no additional salary
- P. Dean of Students – Robert Grattan (\$1324) and Brian Hobart (\$2060)
- Q. Staff Developer/Mentor Teacher (\$3858 for 1.0 FTE) - Kerry Fitch (1.0 FTE), Christine Hallings (1.0 FTE) and Jeanette Simpson (.5 FTE)
- R. Supervisors of Attendance - Robert Grattan and Brian Hobart
- S. Committee on Special Education
Stacey Barden, Director of Student Support Services
School Psychologists
Any School Employee assigned by Stacey Barden
Parent Reps: Sue Oliver, Melissa Morgan, Tammy Drake
- T. Committee on Preschool Special Education
Stacey Barden, Director of Student Support Services
School Psychologists
Any School Employee assigned by Stacey Barden
Parent Reps: Sue Oliver, Melissa Morgan, Tammy Drake
- U. Liaison(s) for Homeless Children and Youth - Heather Hulse, Meghan Trombley, Connie Covert
- V. Dignity Act Coordinators
Heather Hulse - Elementary School
Meghan Trombley - Middle School
Connie Covert - High School
Rebecca Perrault - District
- W. Educational Officials Designated to receive court notification regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings
Edward Foote - Elementary School
Kelley Johnson - Middle School
David Pullen - High School
- X. Reviewing Official, Hearing Official and Verification Official for Participation in the Federal Child Nutrition Program - Dana Burton
- Y. District Wellness Coordinators - Jon MacKerchar and Becki Bailey (\$500 each - paid by Excellus)
- Z. Designation of Stacey Barden, Director of Student Support Services as Foster Care Point of Contact

All present voted yes. Motion carried, 7-0.

Designations

A motion was made by Mrs. Guenther and seconded by Mrs. Terpolilli to approve the following designations:

- A. Official Bank Depository – Recommend continuance Five Star Bank (with a maximum holding in the amount of \$30 million); and Bank of the Finger Lakes, Community Bank N.A., Lyons National Bank, and/or JP Morgan Chase Bank as needed, secondarily (with a maximum holding of \$10 million for each)
- B. Establishment of Board of Education Meeting Dates:
 - August 2, 2017 - 6:30 p.m.
 - August 16, 2017 - 6:30 p.m.
 - September 6, 2017 - 6:30 p.m.
 - September 20, 2017 - 6:30 p.m.
 - October 4, 2017 - 6:30 p.m.
 - October 18, 2017 - 6:30 p.m.
 - November 1, 2017 - 6:30 p.m.
 - November 15, 2017 - 6:30 p.m.
 - December 6, 2017 - 6:30 p.m.
 - January 17, 2018 - 6:30 p.m.
 - January 31, 2018 - 6:30 p.m.
 - February 14, 2018 - 6:30 p.m.
 - March 7, 2018 - 6:30 p.m.
 - March 21, 2018 - 6:30 p.m.
 - April 25, 2018 - 6:30 p.m.
 - May 2, 2018 Public Budget Hearing - 6:30 p.m.
 - May 15, 2018 Annual Budget Vote/Election of Board Members - noon to 8:00 p.m.
 - May 23, 2018 - 6:30 p.m.
 - June 13, 2018 - 6:30 p.m.
- C. Official Newspapers – “Chronicle Express” and “Dundee Observer”

All present voted yes. Motion carried, 7-0.

Authorizations

A motion was made by Mrs. Guenther and seconded by Mrs. Bacher to authorize the following:

- A. Superintendent to Certify Payrolls
- B. Superintendent to Approve Attendance of School Personnel and Board Members at Conferences, Conventions, Workshops; Student Field Trips, and any other event out of the District with expenses, other than Overnight Student Field Trips
- C. Superintendent to Approve Appointments for Employment of Substitutes; Employment of Current Employees for Summer Curriculum Development, Staff Development, and Orientation; Consultants; Change of Assignment involving only location or program

change; Acceptance of Services of Volunteers or Individuals Paid by Other Organizations; and Payment for Graduate Hours

D. Petty Cash Funds be Established, as follows:

District Office	Becki A. Bailey	\$100
Middle School Office	Joelle Condella	\$100
Bus Garage Office	Dave Mulberger	\$100
Food Service Offices	Dana Burton:	
	PYE Cafeteria	\$ 75
	PYMS Cafeteria	\$ 50
	PYA Cafeteria	\$ 75
Athletics Office	Tobin Tansey	
	Gate 1 Receipts	\$200
	Gate 2 Receipts	\$200
	Large Sporting Events	\$500
	Cathleen Milliman	
	Concession Stand	\$200

E. Checks for the School District shall bear the Signature of the District Treasurer, by hand or facsimile. Only in the event the Treasurer is unavailable, the Deputy Treasurer is Authorized to Affix the Required Signature.

F. Superintendent to Make Budget Transfers within limits prescribed by Commissioner's Regulation Section 170.2 and Board guidelines

G. Delegation of authority for the Assistant Superintendent for Business to act in lieu of Superintendent, in event of extended illness, incapacity, or extended absence from District

H. Superintendent to Apply for Grants in Aid (State and Federal)

I. Superintendent as Designee to Make Determination Concerning Student Residency

WHEREAS, Section 100.2(y) of the Commissioner's Regulations regarding the determination of student residency authorizes the Board of Education or its designee to determine whether a child is entitled to attend the schools of the District on a tuition-free basis; and

WHEREAS, it is the determination of the Board of Education that it is in the best interests of the District that the Superintendent of Schools perform this function under the Commissioner's Regulations, rather than the Board of Education, to ensure a timely and efficient due process procedure under this regulation;

NOW, THEREFORE, BE IT RESOLVED that the Superintendent of Schools is hereby designated by the Board of Education to make determinations concerning student residency under Section 100.2(y) of the Commissioner's Regulations. Prior to making a determination concerning entitlement to attend the District's schools, the Superintendent shall afford the child's parent, the person in parental relation to the child or the child, as appropriate, the opportunity to submit information concerning the child's right to attend school in the District. The Superintendent shall also comply with the written notice of

determination provisions contained in such regulation, including notification of the right to appeal to the Commissioner of Education.

- J. Participation in and payment of dues for New York State School Boards Association for 2017-18
- K. Participation in and payment of dues for Four County School Boards Association for 2017-18
- L. Participation in and payment of dues for Genesee Valley School Boards Institute for 2017-18
- M. Participation in and payment of dues for Rural Schools Association for 2017-18
- N. Designation for Assistant Superintendent for Business to approve tax roll changes that are received from the County
- O. Approval of Certification of Lead Evaluators as follows:

The Annual Professional Performance Review (APPR) regulations of the Board of Regents provides that, in order to be certified as lead evaluators, administrators must be trained in the following nine elements:

1. NYS Teaching Standards, and their related elements and performance indicators or ISLLC standards and their related functions;
2. Evidence-based observation techniques grounded in research;
3. Application and use of the student growth percentile model and the value-added growth model;
4. Application and use of approved teacher or principal practice rubric(s) selected by the district or BOCES for use in evaluations, including training on the effective application of such rubrics to observe a teacher's or principal's practice;
5. Application and use of any assessment tools that the school district or BOCES utilizes to evaluate its classroom teachers or building principals, including but not limited to, structured portfolio reviews; student, parent, teacher and/or community surveys; professional growth goals and school improvement goals, etc.;
6. Application and use of any State-approved locally-selected measures of student achievement used by the school district or BOCES to evaluate its teachers or principals;
7. Use of the Statewide Instructional Reporting System;
8. Scoring methodology utilized by the Department and/or the district or BOCES to evaluate a teacher or principal under this Subpart, including how scores are generated for each subcomponent and the composite effectiveness score and application and use of the scoring ranges prescribed by the Commissioner
9. Specific considerations in evaluating teachers and principals of English language learners and students with disabilities.

By virtue of the fact of having participated in the Lead Evaluator Training provided by sources including, but not limited to, the New York State Education Department, Wayne-Finger Lakes BOCES, New York State Council of School Superintendents/ LEAF, Network Team, webinars and in-district workshops, the following people are considered as Certified Lead Evaluators for the 2017-2018 School Year:

- Edward Foote, Elementary Principal
- Kelly Dallos, Elementary Assistant Principal
- Kelley Johnson, Middle School Principal
- David Pullen, High School Principal
- Warren Kinsey, Assistant High School Principal
- Tobin Tansey, Assistant High School Principal
- Stacey Barden, Director of Student Support Services
- Rebecca Perrault, Director of District Data
- Gregory Baker, Assistant Superintendent for Instruction
- Howard Dennis, Superintendent of Schools

All present voted yes. Motion carried, 7-0.

Official Undertakings (Bonding of Personnel)

A motion was made by Mrs. Warren and seconded by Mrs. Terpolilli to approve the following:

- A. District Treasurer – Blanket Position Bond, \$5,000,000 – Utica Mutual Insurance Company
- B. Deputy Treasurer - \$5,000,000
- C. District Tax Collector - \$1,000,000
- D. Central Treasurers (Extraclassroom Activities) - \$50,000
- E. Internal Claims Auditor - \$50,000

All present voted yes. Motion carried, 7-0.

Miscellaneous Procedures and Policies

A motion was made by Mrs. Guenther and seconded by Mr. Willson to approve the following:

- A. Policies, Job Descriptions, and Code of Ethics in existence as of June 30, 2017, are carried in force, unless or until changed or terminated by subsequent Board action
- B. Mileage Reimbursement – per contract, or at applicable IRS rate (for persons not covered by contract) – reimbursement will not be paid if school car is available and request for use of school car has not been made
- C. Continued participation in Special State and Federal Programs (i.e., School Lunch, E.S.S.A., Pre-Kindergarten, Handicapped, and others)
- D. Authorization for Facilities Use Fees for 2017-18, at the following rates:

In addition to actual wage costs for custodial or maintenance personnel, paid in accordance with applicable negotiated collective bargaining agreement, the following charges shall apply:

<u>Overhead Charges</u>	<u>Per Hour</u>
PYE Cafeteria	\$10.00
PYE Cafeteria w/Air Conditioning	\$15.00
PYE Gym	\$10.00
PYMS Cafeteria	\$10.00
PYMS Auditorium	\$10.00
PYMS Gym	\$10.00
PYA Cafeteria	\$10.00
PYA Cafeteria w/Air Conditioning	\$15.00
PYA Auditorium	\$25.00
PYA Gym	\$10.00
PYA Gym w/Air Conditioning	\$15.00
Track & Field	\$100.00
Track & Field w/Lights	\$125.00
Per production charge for auditorium stage and lighting	\$75.00

- E. Authorization for Continuation of Interscholastic Athletics Admission Price Policy for 2017-18, at the following rates for home contests:

<u>AT THE GATE</u>	<u>ADULT</u>	<u>STUDENT</u>
Football	\$2.00	\$1.00
Basketball	\$2.00	\$1.00
Wrestling	\$2.00	\$1.00
Lacrosse	\$2.00	\$1.00

There is no charge for any other home athletic contests at Penn Yan.

POST SEASON CONTESTS will be charged per Section V policy.

SEASON PASSES: (available at PYA Athletics Office)

ALL SPORTS	\$25.00
FOOTBALL	\$ 8.00
BOYS BASKETBALL	\$18.00
GIRLS BASKETBALL	\$18.00
WRESTLING	\$ 6.00
BOYS LACROSSE	\$14.00
GIRLS LACROSSE	\$14.00

Senior Citizens Pass	No Fee	(available at PYA Athletics Office)
Parents Pass	No Fee	(distributed via team members)

The above fees and passes DO NOT include post season contests, or tournaments, held in the Penn Yan Central School District.

- F. Authorization for the Accounting of Fixed Assets in Accordance with Board of Education Policy #5620

- G. Authorization of 2017-18 Substitute Pay Rates:

<u>Position</u>	<u>Rate of Pay</u>
Keyboard Specialist	Minimum Wage

Library Clerk	Minimum Wage
Teacher Aide	Minimum Wage
Clerk	Minimum Wage
School Monitor	Minimum Wage
School Bus Attendant	Minimum Wage
Food Service Helper	Minimum Wage
School Lunch Cashier	Minimum Wage
Custodial Worker	Minimum Wage
Custodian	\$11.00/hr.
Bldg. Maintenance Worker	Minimum Wage
Courier	Minimum Wage
Automotive Mechanic	Minimum Wage
Registered School Nurse	\$15.00/hr.
Licensed Practical Nurse	\$12.50/hr.
School Bus Driver	\$12.50/hr.
Teacher retired from District	\$105.00/day
Teacher – Certified	\$95.00/day
Teacher – Non-certified	\$85.00/day
Teaching Assistant – Certified	\$90.00/day
Teaching Assistant – Non-certified	\$80.00/day
Building Substitute	\$105.00/day (1 st year Building Sub)
	\$110.00/day (returning Building Sub)

H. Approval of 2017-18 Pay Rates as follows:

<u>Position</u>	<u>Rate of Pay</u>
Student Workers	Minimum Wage
Riding Route Rate	Minimum Wage
Summer In-Service (Teachers & Teaching Asst.)	\$26/hr.
In-Service Trainers	\$49/hr.
Building Instructional Council In-Service	\$26/hr.
Tutor	\$20/hr.
Adult Education Instructor	\$25/hr. certified
Adult Education Instructor	\$22.50/hr. non-certified
Technician to Stream Videos	\$25/hr.

I. Establishment of Standard Stipend Amount for Drama Production Pit Orchestra Members as follows:

<u>Per Rehearsal:</u>	Adult Members	\$15
<u>Per Performance:</u>	Adult Members	\$25

J. Approval of General Resolution for the Purpose of Participating in a Cooperative Bid Coordinated by the Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties for Various Commodities and/or Services

WHEREAS, The Board of Education, Penn Yan Central School District of New York State desires to participate in a Cooperative Bidding Program conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties from year to year or, until this Resolution is rescinded, for the purchase of Various Commodities and/or Services. And...

WHEREAS, The Board of Education, Penn Yan Central School District of New York State is desirous of participating with The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties in the joint bid of the commodities and/or services mentioned below as authorized by General Municipal Law, Section 119-o... And...

WHEREAS, The Board of Education, Penn Yan Central School District of New York State has appointed The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties as representative to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Board of Education, Penn Yan Central School District of New York State and making recommendations thereon...

THEREFORE, BE IT RESOLVED, That the Board of Education, Penn Yan Central School District of New York State and The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties hereby accepts the appointment of The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters related above... And...

BE IT FURTHER RESOLVED, That the Board of Education, Penn Yan Central School District of New York State authorizes the above-mentioned Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters regarding the entering into contract for the purchase of the below-mentioned commodities and/or services... And...

BE IT FURTHER RESOLVED, That the Board of Education Penn Yan Central School District of New York State agrees to assume its equitable share of the costs incurred as a result of the cooperative bidding... And...

NOW, THEREFORE, BE IT RESOLVED, That the Assistant Superintendent for Business on behalf of the Board of Education, Penn Yan Central School District of New York State hereby is authorized to participate in cooperative bidding conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties for various commodities and/or services and if requested to furnish The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties an estimated minimum number of units that will be purchased by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties. The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties is hereby authorized to award cooperative bids to the bidder deemed to be the lowest responsive and responsible meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts.

K. Approval of General Resolution for the Purpose of Participating in a Cooperative Bid Coordinated by the Monroe 2-Orleans BOCES as follows:

WHEREAS, it is the plan of a number of public school districts, other BOCES organizations, and the Monroe 2-Orleans BOCES (the "BOCES") during the 2016-17 school year to bid jointly for the purchase of various types of computers and technology commodities (the "Commodities"); and

WHEREAS, the Penn Yan Central School District (“the School District”) is desirous of participating in the joint bidding of the Commodities, as authorized by General Municipal Law, Article 5-G; and

WHEREAS, this Board of Education has received and reviewed the Cooperative Bid Procedures (“the Procedures”) governing its rights and responsibilities should it elect to participate in the joint bidding of the Commodities; and

BE IT RESOLVED, that the Board of Education hereby appoints the superintendent or designee to represent it in all matters related above; and

BE IT FURTHER RESOLVED, that in accordance with Cooperative Bid Procedures the Board of Education agrees to award bid item purchases according to the recommendations of the BOCES if such award is in the best interest of the school district.

L. Establishment of charge for photocopying in accordance with Board of Education Policy #3310 - Public Access to Records at .25 cents per page

M. Approval of 2017-18 Compensation Rates for Athletic Events as follows:

Varsity/JV/Modified Games for Outdoor Sports (Football/Lacrosse/Baseball/Softball/Soccer):

Police	\$70.00
Site Supervisor	\$50.00
Security	\$45.00
Tickets	\$35.00
Scoreboard	\$25.00 per game
Scorebook	\$25.00 per game

Varsity/ Modified Track Events

Site Supervisor	\$70.00 for meets of 4 or more teams and/or more than 3 hours <u>OR</u> \$50.00 for meets of 4 or less teams and less than 3 hours
Security	\$65.00 for meets of 4 or more teams and/or more than 3 hours <u>OR</u> \$45.00 for meets of 4 or less teams and less than 3 hours

Varsity/JV games for Indoor Sports (Basketball/Volleyball/Wrestling):

Police	\$70.00
Site Supervisor	\$50.00 for 2 games
Security	\$45.00 for 2 games
Tickets	\$35.00 for 2 games
Scoreboard	\$25.00 per game
Shot Clock	\$25.00 per game
Scorebook	\$25.00 per game

Modified games

Site Supervisor	\$30.00
Security	\$25.00
Scoreboard	\$25.00
Shot Clock	\$25.00
Scorebook	\$25.00

Modified Wrestling Matches

Site Supervisor	\$50.00 for matches of 4 or more teams and/or more than 3 hrs. <u>OR</u> \$30.00 for matches of 4 or less teams and less than 3 hours
Security	\$45.00 for matches of 4 or more teams and/or more than 3 hrs. <u>OR</u> \$25.00 for matches of 4 teams and less than 3 hours
Scoreboard	\$30.00 for matches of 4 or more teams and/or more than 3 hrs. <u>OR</u> \$25.00 for matches of 4 or less teams and less than 3 hours
Scorebook	\$30.00 for matches of 4 or more teams and/or more than 3 hrs. <u>OR</u> \$25.00 for matches of 4 or less teams and less than 3 hours

N. Establishment of Annual Non-Resident Tuition Rates for 2017-18 as follows:

K-Grades 6: \$ 3,500

Grades 7-12: \$ 4,000

O. Authorization for utilization of regular employees and currently approved certified and non-certified substitutes for filling per diem vacancies in the summer programs

P. Establishment of Rate of Pay for Impartial Hearing Officer at \$100/hour

Q. Establishment of Cell Phone Stipend in the amount of \$50/month for Designated Employees

R. Approval of 2017-18 Standard Work Hours

<u>Title</u>	<u>Hrs./Day</u>
Food Service Director	8.0
Building Maintenance Supervisor	8.0
Building Maintenance Worker	8.0
Groundskeeper	8.0
Courier	8.0
Head Custodian	8.0
Custodian	8.0
Custodial Worker	8.0
Computer Technician	8.0
Assistant Transportation Supervisor	8.0
Automotive Mechanic	8.0
Garage Attendant	8.0
Senior Stenographer	7.5
Payroll Clerk	7.5
Purchasing Clerk	7.5
Receptionist/Typist	7.5
Treasurer	7.5
Keyboard Specialist	7.5
Clerk	7.5
Library Clerk	7.5
Registered Nurse	7.5
Licensed Practical Nurse	7.5
Occupational Therapist	7.5
Teacher Aide	7.0
Monitor	6.0
Cook	6.0

Food Service Helper	6.0
School Lunch Cashier	6.0
Bus Driver	6.0
Bus Attendant	6.0

All present voted yes. Motion carried, 7-0.

President Morehouse made the following Appointments:

BOCES Representative: Nancy Scher

Quality Instruction Council: Kathy Guenther, David Willson

Audit/Finance Committee: Jeff Morehouse, Renee Bloom; Kathy Guenther

Safety Committee: Kathy Guenther, Robin Johnson

Code of Conduct Committee: Kathy Guenther, Liz Warren

Athletic Code of Conduct Committee: Robin Johnson, David Willson

Building Committee: Kathy Guenther, Renee Bloom, Jeff Morehouse, Robin Johnson

Four County School Boards Association

Executive Committee

Representative: Kathy Guenther

Alternate: Jeff Morehouse

Legislative Committee

Representative: Robin Johnson

Alternate: Kathy Guenther

New York State School Boards Association

Delegate: Jeff Morehouse

Alternate: Kathy Guenther

Information and Reports

- A. Warren Kinsey, PYA Assistant Principal, provided an overview of changes to the District Emergency Plan
- B. Tobin Tansey, PYA Assistant Principal and Administrator for Health, Physical Education and Athletics, reported on the changes to Athletic Code of Conduct

Board Member and Superintendent Comments

Kathy Guenther congratulated the 2017 PYA graduates and indicated the ceremony was wonderful. Mrs. Guenther recently attended the Rural Schools Conference in Cooperstown and attended many educational sessions. She indicated the conference was informative and beneficial.

Robin Johnson indicated the 4 County Legislative Committee will meet on Monday, July 24 to continue planning for 2017-18.

Superintendent Howard Dennis reported that all summer programs are up and running and the Extended School Day Summer Program is off to a great start.

Mr. Dennis reminded everyone the Joint Meeting with Dundee Central School will be held July 19, 2017 at 6:30 p.m. The discussion items will include conversations around creating opportunities for students.

The Administrative Team held a retreat at BOCES in Newark and had a productive day collaborating on many different topics.

Senator O'Mara and Assemblyman Palmesano notified the District that PYCSD has been awarded \$25,000 in Legislative Aid.

Policy Matters

A motion was made by Mrs. Guenther and seconded by Mrs. Johnson to approve the first reading of the following policy:

#5660 - School Food Service Program (Lunch and Breakfast) (FY-2018-01)

After discussion, a motion was made by Mrs. Johnson and seconded by Mrs. Bacher to table the approval until August 2, 2017. Motion to table carried, 7-0.

Consent Agenda/Routine Matters

A motion was made by Mr. Willson and seconded by Mrs. Terpolilli to approve the following routine matters:

- A. Acceptance of June 14, 2017 Board of Education Meeting Minutes (FY-2018-02)
- B. Approval of 2017-18 District Emergency Plan (FY-2018-03)
- C. Approval of 2017-18 Athletic Code of Conduct (FY-2018-04)
- D. Approval of Non-Public School Transportation Requests (FY-2018-05)

All present voted yes. Motion carried, 7-0.

Consent Agenda/Finance Matters

A motion was made by Mrs. Warren and seconded by Mrs. Terpolilli to approve the following financial matters:

- A. Approval of 2017-18 School Meal Prices

<u>Breakfast</u>	Per day
Academy	\$1.40

Middle School	\$1.40
Elementary	\$1.40

<u>Lunch</u>	Per day
Academy	\$2.70
Middle School	\$2.50
Elementary	\$2.40

B. Declaration of Surplus Items and authorization for Assistant Superintendent for Business to dispose of them as she deems most appropriate:

- * 21 copies of Calculus Single Variable Textbook; Hughes-Hallett 5th edition
- * 200 copies of Math Course 3 Textbook; McDougal Littell
- * JVC Television
- * Sony DVD/VCR
- * Sharp VCR (3)
- * Panasonic Speakers for Plasma Display (2)
- * Panasonic VCR (3)
- * AverMedia (5)
- * Cream Metal Overhead Cart
- * 3M Overhead Projector (2)
- * RICOH Color Printer
- * Elmo Overhead Projector
- * Green Metal Cart

C. Acceptance of Donations:

- * Two Lobster Machines from Keuka College for PYA
- * Six Sponge Rollers from Keuka College for PYA

D. Acceptance of Monthly Financial Reports – June, 2017 (FY-2018-06)

1. Treasurer's Report
2. General Fund
 - a. Revenue Status Report
 - b. Budget Status Report
3. School Lunch Fund
 - a. Revenue Status Report
 - b. Budget Status Report
4. Federal Fund
 - a. Revenue Status Report
 - b. Budget Status Report
5. Trust & Agency Fund
 - a. Revenue Status Report
 - b. Budget Status Report
6. Capital Fund
 - a. Revenue Status Report
 - b. Budget Status Report

All present voted yes. Motion carried, 7-0.

Personnel Matters

A motion was made by Mrs. Terpolilli and seconded by Mrs. Warren to approve the following personnel matters:

A. Approval of Non-Certified Personnel Report

Termination

<u>Name</u>	<u>Position</u>	<u>Eff. Date</u>
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Justin McNinch	Floating Custodial Worker	6/14/17
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Resignation

<u>Name</u>	<u>Position</u>	<u>Eff. Date</u>
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Melissa Blauvelt	School Monitor	6/30/17 *
* Contingent upon approval of increase in hours to 7.5 hrs./day as Keyboard Specialist		

Janine Perry	Summer School Bus Driver	7/5/17
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2017 Summer School Appointments

<u>Name</u>	<u>Position</u>	<u>Eff. Dates, Stipend</u>
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Cheryl Fenton	Cook	7/5-8/18/17, reg. hrly. rate *
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* Correction to 6/14/17 appointment noted in bold type

Lashana Sciallo	Bus Driver	reg. hrly. rate *
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Larry Orr	Bus Driver	reg. hrly. rate *
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Appointments

<u>Name</u>	<u>Position</u>	<u>Eff. Date, Stipend</u>
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Marcus Mayhew	Student Worker	6/26/17-9/1/17, min. wage
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Hunter Jensen	Student Worker	6/26/17-9/1/17, min. wage
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Bryan Duran	Student Worker	6/26/17-9/1/17, min. wage
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Rielly Stewart	Student Worker	7/6/17-9/1/17, min. wage
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Bert Dailey	Building Security	7/1/17-6/30/18 (weekends & holidays), \$49/day
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Probationary Appointment(s)

RESOLVED, that upon the recommendation of Howard Dennis, Superintendent of Schools, Mara Wood be appointed as Keyboard Specialist, step 1, sch. 3, 7.5 hrs./day, probationary status effective July 31, 2017, with a period of probation to be fifty-two (52) weeks extended by periods of authorized or unauthorized absence in excess of an aggregate of ten work days.

B. Approval of Certified Personnel Report

Resignations

<u>Name</u>	<u>Position</u>	<u>Eff. Date</u>
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Holly Taylor	Special Education	August 31, 2017
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Aaron Johnson	Science	August 31, 2017
Elise Murrell	Special Education	June 28, 2017
Walter Nasarenko	Science	July 31, 2017 *

* For purpose of retirement. Mr. Nasarenko began at PYCSD September, 2002

2017-18 Family Support Service Center Appointments

<u>Name</u>	<u>Position</u>	<u>Eff. Dates, Stipend</u>
Connie Covert	Counselor	7/1/17-6/30/18, \$36/hr.
Joanne Canty	Counselor	7/1/17-6/30/18, \$36/hr.
Amanda Felice	Counselor	7/1/17-6/30/18, \$36/hr.
Jaime Bond	Counselor	7/1/17-6/30/18, \$36/hr.
Lisa Couperus	Counselor	7/1/17-6/30/18, \$36/hr.
Deb Holland	Program Coordinator	7/1/17-6/30/18, \$40/hr.
Susan McGowen	Clinical Supervisor	7/1/17-6/30/18, \$80/hr.
Mark Fish	Summer Clinician Trainer	7/1/17-8/31/17, \$560

2017 Summer School Appointments

<u>Name</u>	<u>Position</u>	<u>Eff. Dates, Stipend</u>
Kara Ledgerwood	Teaching Assistant	7/5-8/15/17, \$31/hr. *
Henry Salamy	School Psychologist (4 hrs./day)	7/5-8/15/17, \$31/hr. *

* Correction to 6/14/17 appointment noted in bold type

Appointment(s)

Name of Appointee: Melissa Kinsey

Tenure Area: Teaching Assistant

Date of Commencement
of Service: September 1, 2017

Salary:	Base Salary	Step 9	\$ 22,284
	Total Salary		\$ 22,284

* Mrs. Kinsey is being recalled from the Preferred Eligible List. She was previously awarded tenure by the Penn Yan Central School District as Teaching Assistant; therefore, she returns as tenured Teaching Assistant and does not serve an additional probationary appointment.

Name of Appointee: Cynthia Fellows

Tenure Area: Teaching Assistant

Date of Commencement

of Service: September 1, 2017

Expiration Date of the Appointment: September 1, 2020

Salary: Base Salary Step 10 \$ 22,487
Total Salary \$ 22,487

Name of Appointee: Brent Johnson

Tenure Area: Teaching Assistant

Date of Commencement of Service: September 1, 2017

Expiration Date of the Appointment: September 1, 2021

Salary: Base Salary Step 3 \$ 21,242
Total Salary \$ 21,242

Appointments

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Adina Collins	Building Literacy Facilitator	\$ 153
Christine Hallings	Building Literacy Facilitator	\$ 153
Lisa Dinehart	Building Literacy Facilitator	\$ 153
Karen Fingar	Building Literacy Facilitator	\$ 153
Kara Gallagher	Building Literacy Facilitator	\$ 153
Rachel Knapton	Building Literacy Facilitator	\$ 153
Kyle Nelson	Building Literacy Facilitator	\$ 153
Rachel Nelson	Building Literacy Facilitator	\$ 153
Hannah Peck	Building Literacy Facilitator	\$ 153
Jeanette Simpson	Building Literacy Facilitator	\$ 153
Lisa Thompson	Building Literacy Facilitator	\$ 153
Samantha Warren	Building Literacy Facilitator	\$ 153
Kerry Fitch	Building Literacy Facilitator	\$ 153
Frank Straub	Building Literacy Facilitator	\$ 153
Stacey Gerhardt	Building Literacy Facilitator	\$ 153
Melissa Bretz	Building Literacy Facilitator	\$ 153
Theron Chinn	Building Literacy Facilitator	\$ 153
Sara Pragle	Building Literacy Facilitator	\$ 153
Brian Cobb	Building Literacy Facilitator	\$ 153
Ann Paige	Building Literacy Facilitator	\$ 153
Jon Pragle	Building Literacy Facilitator	\$ 153
Nichole Russell	Building Literacy Facilitator	\$ 153
Brett Colvin	Building Literacy Facilitator	\$ 153
Betsy Oster	Building Literacy Facilitator	\$ 153

2017-18 Extracurricular/Advisor Appointments

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Grace Knapton	Elementary Drama Production Director	\$790 (.5)
Dusty Baker	Elementary Drama Production Director	\$790 (.5)
Grace Knapton	Elementary Drama Production Asst. Dir.	\$527 (.5)
Dusty Baker	Elementary Drama Production Asst. Dir.	\$527 (.5)
Grace Knapton	Drama Club	\$673
Sandy Welker	HUBBA (for WPYE)	\$838 (.5)
Dusty Baker	HUBBA (for WPYE)	\$838 (.5)
Rick Smith	Intramural 1 Fall	\$431
Stephanie Simonik	Intramural 2 Fall	\$431
Rick Smith	Intramural 1 Winter	\$431
Kelly Montano	Intramural 2 Winter	\$431
Kelly Montano	Intramural 1 Spring	\$431
Rick Smith	Intramural 2 Spring	\$431
Samantha Warren	AM Supervision 1	\$1772 (.5)
Rick Smith	AM Supervision 1	\$1772 (.5)
Sandy Welker	AM Supervision 2	\$1772 (.5)
Brenda Parsons	AM Supervision 2	\$1772 (.5)
Jeff Waite	Band	\$1265
Carole Cummings	Chorus	\$633
Tracey Ingerick	Orchestra	\$1265
Loretta Bickel	Ski Club Head	\$868
Gail Owen	Ski Club Ass't 1	\$658
Rachel Nelson	Student Council	\$527
Melissa Lamphier	Academic Challenge Bowl	\$538
Liz DeMaria	Art Club	\$538
Rebekah Prine	Middle School Production Director	\$2138 (.5)
Ian Nieboer	Middle School Production Director	\$2138 (.5)
Rebekah Prine	Drama Club	\$1274
Grete Christensen	Eighth Grade	\$864 (.33)
Stacey Gerhardt	Eighth Grade	\$864 (.33)
Heather Fitzgerald	Eighth Grade	\$864 (.33)
Meghan Trombley	HUBBA	\$838 (.5)
Joanne Canty	HUBBA	\$838 (.5)
Deb Curbeau	Intramural 1 Fall	\$431
Marty Gibson	Intramural 2 Fall	\$431
Deb Curbeau	Intramural 1 Winter	\$431
Marty Gibson	Intramural 2 Winter	\$431
Deb Curbeau	Intramural 1 Spring	\$431
Marty Gibson	Intramural 2 Spring	\$431
Deb Curbeau	AM Supervision 1	\$1772
Marty Kubli	AM Supervision 2	\$1772 (.5)
Marty Gibson	AM Supervision 2	\$1772 (.5)
Deb Nielsen	AM Supervision 3	\$1772 (.5)
Karen Reed	AM Supervision 3	\$1772 (.5)
Liz Brown	AM Supervision 4	\$1772 (.5)
Pam Simmons	AM Supervision 4	\$1772 (.5)
Michelle Griffin	AM Supervision 5	\$1772 (.5)
Heather Fitzgerald	AM Supervision 5	\$1772 (.5)

Brian Hobart	AM Supervision 6	\$1772
Pam Fingr	Book Club	\$673
Kendra Reed	Ski Club Head	\$868
Heather Fitzgerald	Ski Club Ass't 1	\$658
Kerry Fitch	Ski Club Ass't 2	\$658
Cathlynn Ponsetti	Ski Club Ass't 3	\$658
Heather Fitzgerald	Student Council	\$864 (.5)
Stacey Gerhardt	Student Council	\$864 (.5)
Cathlynn Ponsetti/	Yearbook	\$864 (.5)
Sara Pragle	Yearbook	\$864 (.5)
Rebekah Prine	Middle School Assistant Director	\$761 (.5)
Ian Nieboer	Middle School Assistant Director	\$761 (.5)
Pam Simmons	National Junior Honor Society	\$673 (.5)
Lisa Garvey	National Junior Honor Society	\$673 (.5)
Frank Straub	Science Olympiad	\$1591
Bobbie Dardano	Academy Club	\$1274
Sherry Blanco	Art Club	\$838
Jon MacKercher	Boys Athletics Club	\$1274
Carmen Moss	Concessions Coordinator	\$1772
Gretchen Jensen	Culinary Club	\$868
Steve Bloom	Debate Club	\$1591
Jessica Kinsey	Academy Production Director, Fall	\$2138
Jessica Kinsey	Academy Production Director, Spring	\$2138
Heather Tillman	Academy Prod. Spring, Ass't Dir.	\$761
Brenda Travis	Biomedical Science Club	\$527
Jessica Kinsey	Drama Club	\$1274
Jon Giglio	Engineering Club	\$1274
Beth Fultz	Ninth Grade, Ass't 1	\$438
Stacey Gerhardt	Ninth Grade, Ass't 2	\$438
John Kriese	Future Farmers	\$1591
Jessica Kinsey	The Alliance	\$538 (.5)
Heather Tillman	The Alliance	\$538 (.5)
Kirstjan Seago	Girls Athletics Club	\$1274
Katrina Davenport	Healthy Lifestyles	\$838
Patti Harling	HUBBA	\$838
Patti Harling	International Club	\$1274 (.5)
Erin Johnson	International Club	\$1274 (.5)
Katrina Davenport	Intramural 1 Fall	\$431
Jay Hollister	Intramural 2 Fall	\$431
Jay Hollister	Intramural 1 Winter	\$431
Jon MacKerchar	Intramural 2 Winter	\$431
Katrina Davenport	Intramural 1 Spring	\$431
Jon MacKerchar	Intramural 2 Spring	\$431
Christine Peck	Eleventh Grade, Head	\$967
Jaime McBride	Eleventh Grade, Ass't 1	\$489
Brenda Travis	Master Minds	\$1591
Aaron Mumby	Media Club	\$1591
Patti Harling	National Honor Society, Head	\$1274
Daniel Marshall	National Honor Society, Ass't	\$640
Connie Covert	Natural Helpers	\$1274 (.5)
Brian Cobb	Natural Helpers	\$1274 (.5)

Melissa Armsden	AM Supervision 1	\$1329
Maureen Vanaman	AM Supervision 2	\$1329
Ann Paige	AM Supervision 3	\$1329
Steve Bloom	AM Supervision 4	\$1329
Jessica Kinsey	Select Choir	\$1719
Jennifer Chaffee	Jazz Band	\$1719
Melissa Armsden	Twelfth Grade, Head	\$1274
Patti Harling	Twelfth Grade, Ass't 1	\$640
Brian Cobb	Twelfth Grade, Ass't 2	\$640
Steve Bloom	Twelfth Grade, Ass't 3	\$640
Grete Christensen	Twelfth Grade, Ass't 4	\$640
Daniel Marshall	Ski Club Head	\$868
Elaine Meyer	Ski Club Ass't 1	\$658
Krista Bergquist	Ski Club Ass't 2	\$658
Jonathan Pragle	Ski Club Ass't 3	\$658
Bryan Hill	Ski Club Ass't 4	\$658
Cathlyne Ponsetti	Tenth Grade, Head	\$864 (.5)
Kelly Tyler	Tenth Grade, Head	\$864 (.5)
Cathlyne Ponsetti	Tenth Grade, Ass't 1	\$438 (.5)
Kelly Tyler	Tenth Grade, Ass't 1	\$438 (.5)
Melissa Armsden	Student Council, Head	\$1274
Krista Bergquist	Student Council, Ass't	\$847
Beth Fultz	3D Living Club	\$1591
Jeremiah Chaffee	Yearbook, Head	\$2413 (.5)
Ashley Tapscott	Yearbook, Head	\$2413 (.5)
Jeremiah Chaffee	Yearbook, Ass't 1	\$1328 (.5)
Ashley Tapscott	Yearbook, Ass't 1	\$1328 (.5)
Donald Rossi	Yearbook, Ass't 2	\$1328

Fall & Winter Coaching Appointments

<u>Name</u>	<u>Position</u>	<u>Block</u>	<u>Yrs. Exp.</u>
Paul Giovine	Head Varsity Football	A	4
David Tese	Assistant Varsity Football	B	2
Tim McBride	Head JV Football (to assist w/Varsity)	B	12
Harry Queener	Head Modified Football	D	34
Brian Hobart	Assistant Modified Football	E	23
Hannah Morris	Head Fall Cheerleading	C	2
Dan Doyle	Head Boys Golf	C	13
Kyle Nelson	Head Varsity Girls Soccer	A	6
Brent Johnson	JV Girls Soccer (to Assist w/Varsity)	D	3
Faith Lewis	Modified Girls Soccer	E	13 (.5)
Kiki Seago	Modified Girls Soccer	E	2 (.5)
Jon MacKerchar	Head Varsity Boys Soccer	A	11
Erin Mattison	JV Boys Soccer	D	10
Patrick Newby	Assistant JV Boys Soccer	Unpaid Coach	
Jason Hassos	Modified Boys Soccer	E	12
Rick Smith	Head B & G Cross Country	A	4
Warren Kinsey	Modified B& G Cross Country	E	2
Nate Kraemer	Head Varsity Girls Tennis	C	12
Bryan Hill	Modified Girls Tennis	F	2

Eileen Wunder	Head Varsity Volleyball Coach	A	7
Melissa Rood	JV Volleyball	D	5
Patricia Queener	Modified Volleyball	E	25
Chris Redington	Strength & Conditioning (M-F)	D	4 (Fall)
			eff. 9/11/17-2/16/18
Tobin Tansey	Strength & Conditioning (M-F)	D	3 (Fall)
			eff. 2/26/18-6/11/18
Rob Bennett	Strength & Conditioning	Unpaid Coach	
Ryan Griffiths	Strength & Conditioning	Unpaid Coach	
Nick Bell	Strength & Conditioning	Unpaid Coach	
Marty Gibson	Head Varsity Boys Basketball	A	25
Rob Grattan	Assistant Varsity Boys Basketball	Unpaid Coach	
Gerard Conyers	Assistant Varsity Boys Basketball	Unpaid Coach	
Dan Doyle	JV Boys Basketball	D	10
Kurt Soppe	Modified Boys Basketball	E	3
Steve Griffin	Assistant Modified Boys Basketball	Unpaid Coach	
Katrina Davenport	Head Varsity Girls Basketball	A	7
Mark Storm	Assistant Girls Basketball	Unpaid Coach	
Karl Comfort	Assistant JV Girls Basketball	Unpaid Coach	
Kiki Seago	Modified Girls Basketball	E	10
Marietta Hollister	Assistant Modified Girls Basketball	Unpaid Coach	
Melinda Johnson	Head Boys/Girls Bowling	E	17
Brent Johnson	Assistant Boys/Girls Bowling	F	2
Hannah Morris	Head Cheerleading	B	2
Theron Chinn	Head Varsity Wrestling	A	5
Jason Elliott	Assistant Wrestling	Unpaid Coach	
Chris Redington	Strength & Conditioning (M-F)	D	4 (Winter)
			eff. 9/11/17-2/16/18
Tobin Tansey	Strength & Conditioning (M-F)	D	3 (Winter)
			eff. 2/26/18-6/11/18
Rob Bennett	Strength & Conditioning	Unpaid Coach	
Ryan Griffiths	Strength & Conditioning	Unpaid Coach	
Nick Bell	Strength & Conditioning	Unpaid Coach	

- C. Approval of Extended School Day Site Coordinator Agreement between Penn Yan Central School District and Donielle Dennis (FY-2018-07)
- D. Approval of Amendment to Superintendent's Employment Agreement (FY-2018-08)
- E. Approval of Increase in Hours for Melissa Blauvelt as Keyboard Specialist, from 5 hrs./day to 7.5 hrs./day, effective 7/1/17 (there will be no change in current probationary period)
- F. Approval of Settlement Agreement between Penn Yan Central School District and Lori Berry (FY-2018-09)
- G. Approval of Memorandum of Agreement between Penn Yan Central School District and Penn Yan Education Association regarding Science Olympiad Club (PYA) (FY-2018-10)

Motion carried, 6-0-1 with Mrs. Johnson abstaining.

The meeting was adjourned at 6:57 p.m. on a motion made by Mrs. Guenther and seconded by Mrs. Warren. Motion carried, 7-0.

Respectfully submitted,

Kathleen M. Dean
District Clerk