

**Penn Yan Central School District  
Notice of  
Board of Education Meeting**

**Date:** Wednesday, November 1, 2017

**Time:** 6:30 p.m.

**Location:** Penn Yan Elementary School Cafeteria  
Three School Drive  
Penn Yan, NY 14527

<p><b>2017-18 Goals</b></p> <p>The Penn Yan Central School District will improve academic performance and achievement to ensure that all students reach their full potential toward college or career goals.</p>			
<p>The Penn Yan Central School District will promote the advancement of the whole child including social, emotional, physical, and academic development</p>	<p>The Penn Yan Central School District will maintain, increase, improve and explore new and diverse possibilities – both curricular and extra-curricular – to enhance student opportunities</p>	<p>The Penn Yan Central School District will work in close collaboration with parents and community members to guarantee the success of our students</p>	<p>The Penn Yan Central School District will provide world-class academic programs while maintaining fiscal responsibility, planning for long-term sustainability, and being mindful of the current economic environment/climate</p>

**AGENDA**

**Call to Order**

- A. Pledge of Allegiance
- B. Announcement of Emergency Fire Exits

**Agenda**

- A. Revisions
- B. Approval

**Public Participation**

**Information and Reports**

- A. New Staff Welcome
- B. PYEA Update - PYA Representatives
- C. Principal's Updates - Edward Foote, Kelley Johnson, David Pullen
- D. Food Service Update - Cathy Milliman and Dana Burton
- E. Freshman Academy Update - Warren Kinsey

**Board Member and Superintendent Comments**

- A. Updates from the Board of Education Members
  - 1. 4CSBA Updates
- B. Updates from the Superintendent
  - 1. School Board Recognition Week

**Items for Board Action/Discussion**

- A. Acceptance of Resignation of Nancy Scher as Member of the Board of Education, effective October 18, 2017
- B. Discussion about Vacant Seat on the Board of Education

**Consent Agenda/Routine Matters**

- A. Acceptance of October 18, 2017 Board of Education Meeting Minutes

**Consent Agenda/Finance Matters**

- A. Acceptance of Financial Statement on PYA Extraclassroom Activity Fund - July-September, 2017
- B. Approval of Purchase of Textbooks for Gemini Business Class:

Title: New Perspectives Microsoft Office 365 & Word 2016: Intermediate, 1<sup>st</sup> ed.  
 Author: Shaffer & Pinard  
 Publisher: Cengage  
 Copyright: 2017  
 Cost: 15 @ 134.75

Title: New Perspectives Microsoft Office 365 & Excel 2016, 1<sup>st</sup> ed.  
 Author: Parsons, et.al  
 Publisher: Cengage  
 Copyright: 2017  
 Cost: 15 @ \$134.75

Title: New Perspectives Microsoft Office 365 & PowerPoint 2016: Comprehensive, 1<sup>st</sup> ed.

Author: Pinard  
Publisher: Cengage  
Copyright: 2017  
Cost: 15 @ \$171.75

- C. Acceptance of Donations:
1. \$225 for PYMS Drama Club from Tina Webber
  2. \$40 for Class of 2019 (Anonymous)

### **Personnel Matters**

- A. Approval of Non-Certified Personnel Report
- B. Approval of Certified Personnel Report
- C. Approval of Additions to Substitute Lists
- D. Approval of Establishment of Substitute Pay Rate for Bus Garage Helper (Bus Washer) as \$10/hr. through 12/31/17 and then minimum wage as of 1/1/18 (new minimum wage in effect that date)

**Call for Executive Session** for the discussion of the employment history of a particular person and appointment of Kathy Guenther as Clerk Pro-Tem for the remainder of the meeting.

### **Adjournment**

### **Upcoming Events**

Oct. 27-29	PYA Drama Club's Production of "Our Town"
Oct. 31–Nov. 3	Natural Helpers Trip
November 2-3	U.S. History Class trip to Gettysburg, PA
November 8	Veteran's Day Ceremony
November 9-11	Senior Trip to New York City
November 14	Academic Excellence Day
November 14	PYE Picture Make-Up Day
November 17-18	Senior High Area All State
December 12	PYE Winter Concert at PYMS, 7:00 pm

**Non-Certified Personnel Report**

**Appointments**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Eff. Date, Step, Sch.</u></b>
Corrie VanDemortel	Long Term Substitute Bus Driver	9/5-10/13/17, step 1, sch 17. \$19.72/hr.

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**Certified Personnel Report**

**Coaching Appointments**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Block</u></b>	<b><u>Yrs. Exp.</u></b>
Steve Willson	Modified Boys Basketball	E	5

**Leave of Absence**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Eff. Dates</u></b>
Minnie Groom	Freshman Academy Liaison	10/4/17-1/2/18
* Unpaid Child-Rearing	Leave of Absence	

 **DRAFT**

## **Board of Education Meeting - October 18, 2017**

**Call to Order** at 6:30 p.m., Penn Yan Elementary School Cafeteria, Three School Drive, Penn Yan, NY; President Morehouse presiding

**Board Members Present:** J. Morehouse, K. Guenther, N. Scher, R. Johnson, D. Willson, L. Terpolilli, L. Warren

**Board Member(s) Absent/Excused:** R. Bloom, P. Bacher

**Others Present:** H. Dennis, C. Milliman, G. Baker, K. Dean, E. Foote, W. Kinsey, K. Johnson, K. Burcroff, T. Tansey, D. Pullen, S. Barden, Students, Teachers, Parents, Community Members, Media Representatives

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

### **Information and Reports**

A. PYA Drama Club Preview for Fall Production

The Board enjoyed a presentation by the Cast of "Our Town." Season tickets for all of the drama productions are available for \$30 each at [PYADrama@gmail.com](mailto:PYADrama@gmail.com).

B. PYMS Principal Kelley Johnson and PYMS Teachers Jared Wigden, Frank Straub and Pam Simmons introduced the new Makerspace and Think Tank at PYMS. (FY-2018-52)

C. Assistant Superintendent Gregory Baker and PYA Principal David Pullen reviewed the Regents Data (FY-2018-53)

D. Wayne-Finger Lakes BOCES District Superintendent Scott Bischooping provided a 2017-2018 Services Update. FLTCC Student Maylee Adams reported on her electrical course as well as the Skills USA Competitions, trainings and leadership opportunities that have been provided to her.

### **Board Member and Superintendent Comments**

A. Kathy Guenther, Jeff Morehouse, Howard Dennis, Loni Terpolilli, David Willson, Renee Bloom, Robin Johnson and Phyllis Bacher enjoyed attending the NYSSBA Conference in Lake Placid, NY. The conference provided good information and was a great experience for all that attended. Mrs. Guenther indicated the sessions were beneficial and it was nice to have several board members and Mr. Dennis representing PYCSD at the conference.

Mrs. Johnson indicated Four County School Boards Association will be holding a Legislative meeting on 10/24 as well as a Board of Directors Meeting on 10/30/17.

Mr. Morehouse congratulated PYA Students Molly and Claire Pullen as the Section V Tennis Champions.

- B. Superintendent Howard Dennis congratulated the PYA Tennis Team for their Sectional Win, as well as Maci Nicholson for her Cross Country win. Mr. Dennis wished all of the sports teams luck in the upcoming sectional games.

Mr. Dennis congratulated Mr. Pullen and all of the staff at PYA for being awarded a US News & World Report Best High School Bronze Medal. PYA received a bronze medal based on performance on state required tests and college preparation.

Mr. Dennis also congratulated Tobin Tansey and the staff and students for receiving a Safe Schools Award. PYA is the first in the region to receive the prestigious award.

Mr. Dennis indicated PYCSD is looking for basketball and wrestling coaches and he encouraged anyone interested to apply to Mr. Tansey.

### **Consent Agenda/Routine Matters**

A motion was made by Mrs. Scher and seconded by Mrs. Johnson to accept the October 4, 2017 Board of Education Meeting Minutes. Motion carried, 7-0. (FY-2018—54)

### **Consent Agenda/Finance Matters**

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

- A. Acceptance of Monthly Financial Reports – September, 2017 (FY-2018-55)
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
- B. Acceptance of External Auditor's Report for Fiscal Year Ended June 30, 2017: Basic Financial Statements and Management Letter (FY-2018-56)
- C. Acceptance of PYMS Financial Statement on Extraclass Activity Fund - July 1, 2017-September 30, 2017 (FY-2018-57)
- D. Acceptance of Donations:
1. \$672.88 from Zoetis (Dallas, TX) for PY FFA

2. \$2500 from The Once Again Shoppe for PYE for student needs (assistance for boots, socks, underwear, lice kits, etc.)

Mrs. Johnson thanked Zoetis and The Once Again Shoppe for the generous donations.

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

**Personnel Matters**

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

- A. Approval of Non-Certified Personnel Report

**Appointment(s)**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Eff. Date, Step, Sch.</u></b>
Sharise Shermer	Bus Driver Long Term Substitute	9/5/17, step 1, sch. 17

**Probationary Appointment(s)**

RESOLVED, that upon the recommendation of Howard Dennis, Superintendent of Schools, **Christine Bush** be appointed as **Bus Attendant**, step 1, sch. 7, 5.5 hrs./day, probationary status effective October 19, 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.

RESOLVED, that upon the recommendation of Howard Dennis, Superintendent of Schools, **Tamahara Hansen** be appointed as **Bus Attendant**, step 1, sch. 7, 2.25 hrs./day, probationary status effective October 19, 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

**Appointment(s)**

Name of Appointee:	Sarah Pullen	
Tenure Area:	Teaching Assistant	
Date of Commencement of Service:	October 23, 2017	
Expiration Date of the Appointment:	October 23, 2021	
Salary:	Step 10	\$ 22,487
	Total Salary	\$ 22,487 (pro-rated)

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Name of Appointee: Michael Griffiths

Assignment: Long Term Substitute English Teacher

Date of Commencement of Service: August 29, 2017

Expiration Date of the Appointment: September 29, 2017

Salary:

Step 1	\$ 40,687
3 hrs. @ \$70	\$ 210
46 hrs. @ \$60	\$ 2,760
Total Salary	\$ 43,657 (pro-rated)

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**Appointment(s)**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Eff. Dates/Stipend</u></b>
Holly McCaslin	PYE Building Substitute	10/11/17-6/22/18; \$105/day

**Resignation(s)**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Eff. Date</u></b>
Bryan Hill * to be appointed to Middle School Ski Club Advisor position	PYA Ski Club Ass't 4	10/18/17 *
Nichole Russell	Building Level Facilitator	10/2/17
Lizabeth Rasmussen	Extended School Day Program Director	10/17/17

**Extracurricular Advisor Appointment(s)**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Stipend</u></b>
Bryan Hill	PYMS Ski Club Ass't 4	\$658

**Extended School Day Appointments**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Stipend</u></b>
Sara Cobb	Program Leader	\$25/hr.
Jeorgann Crumb	Program Leader	\$25/hr.
Lynne Covell	Program Leader	\$25/hr.
Sarah Gordner	Program Leader	\$25/hr.
Lara Olney	Program Leader	\$25/hr.
Rachel Karr	Program Leader	\$25/hr.
Wendy Parmelee	Program Assistant	\$15/hr.
Karen Burcroff	Program Leader	\$25/hr.
Patrick Newby	Program Leader	\$25/hr.
Tiffany Dereza	Program Leader	\$25/hr.



Jillian Volpe Program Leader \$25/hr.

**Coaching Appointments**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Block</u></b>	<b><u>Yrs. Exp.</u></b>
Garrick Conyers	Modified Boys Basketball	E	1
Chris Peck	JV Cheerleading	D	4
Jason Elliott	JV Wrestling	D	7

C. Approval of Creation of Half-Time Music Teacher Position

D. Approval of Correction to Payments of 6<sup>th</sup> Teach Assignments as follows and authorization to amend the minutes of October 4, 2017 regarding same:

Becky Prine, should be .5  
Deb Curbeau, should be .5

E. Approval of Memorandum of Agreement between Penn Yan Central School District and CSEA regarding Computer Aide Position (FY-2018-58)

F. Approval of Correction to the Appointment of Trevor Spoor, Computer Aide, as follows and authorization to amend the minutes of October 4, 2017 regarding same: effective date should be November 6, 2017, not November 1, 2017

G. Approval of Correction to the Appointment of Kiki Seago as Modified Girls Soccer Coach as follows and authorization to amend the minutes of September 6, 2017 regarding same: should be 5 yrs. of experience, not 2

H. Approval of Sub List Additions (FY-2018-59)

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

A motion was made by Mr. Willson and seconded by Mrs. Johnson to Call for Executive Session at 7:46 p.m. for the discussion of employment history of a particular person and appointment of Kathy Guenther as Clerk Pro-Tem for the remainder of the meeting. All present voted yes. Motion carried, 7-0.

The Board returned to Open Session at 8:20 p.m. on a motion made by Mr. Willson and seconded by Mrs. Terpolilli. All present voted yes. Motion carried, 7-0.

Nancy Scher made the board aware that tonight may be her last meeting as a PYCSD Board Member as she will be moving out of the district. She indicated it has been a pleasure working with the students, staff and community. She will miss the many activities and events she has attended over the last 18 years.

The entire Board of Education thanked Mrs. Scher for her dedication to the students and staff since she was elected in 1999. The Board appreciates Mrs. Scher's service and wished her well in her future endeavors.

The meeting was adjourned at 8:26 p.m. on a motion made by Mrs. Warren and second by Mrs. Terpolilli. All present voted yes. Motion carried, 7-0.

Respectfully submitted,

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Kathleen M. Dean  
District Clerk

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Kathy Guenther  
Clerk Pro-Tem

OFFICE OF THE STATE COMPTROLLER  
 DIVISION OF MUNICIPAL AFFAIRS  
 FINANCIAL STATEMENT ON PYA EXTRACLASSROOM ACTIVITY FUND  
 1ST QTR., 2017 (JULY-AUG.-SEPT.)

SCHOOL DISTRICT:

PENN YAN CENTRAL

COUNTY:

YATES

TITLE OF ACCOUNT	CODE	OPENING BALANCE	TOTAL RECEIPTS	SUBTOTAL	TOTAL EXPENDITURES	ENDING BALANCE
3-D LIVING CLUB	EA-601	\$ 2,380.66	\$ 56.57	\$ 2,437.23	\$ 331.06	\$ 2,106.17
BAND	EA-603	\$ 1,020.22		\$ 1,020.22	\$ 181.44	\$ 838.78
CONCERT CHOIR	EA-604	\$ 2,004.00	\$ 8,593.20	\$ 10,597.20	\$ 8,432.92	\$ 2,164.28
DRAMA CLUB	EA-605	\$ 4,929.14	\$ 2,192.92	\$ 7,122.06	\$ 2,533.12	\$ 4,588.94
FBLA	EA-606	\$ 648.45		\$ 648.45		\$ 648.45
FFA	EA-607	\$ 12,710.35	\$ 9,956.50	\$ 22,666.85	\$ 3,474.92	\$ 19,191.93
HONOR SOCIETY	EA-608	\$ 2,187.47	\$ 500.00	\$ 2,687.47	\$ 330.29	\$ 2,357.18
INTERNATIONAL CLUB	EA-609	\$ 377.25		\$ 377.25		\$ 377.25
MEDIA CLUB	EA-610	\$ 516.34		\$ 516.34		\$ 516.34
PYA SKI CLUB	EA-611	\$ 2,332.84		\$ 2,332.84		\$ 2,332.84
ORCHESTRA	EA-612	\$ 837.94		\$ 837.94		\$ 837.94
PYE SKI CLUB	EA-613	\$ 109.86		\$ 109.86		\$ 109.86
STUDENT COUNCIL	EA-614	\$ 18,110.42	\$ 30.89	\$ 18,141.31	\$ 54.94	\$ 18,086.37
GAA/VARSITY CLUB	EA-615	\$ 17,984.52	\$ 44.79	\$ 18,029.31	\$ 117.50	\$ 17,911.81
YEARBOOK	EA-616	\$ 4,456.58	\$ 556.86	\$ 5,013.44	\$ 3,434.25	\$ 1,579.19
DEBATE CLUB	EA-617	\$ 13.92		\$ 13.92		\$ 13.92
PEP CLUB	EA-618	\$ 944.70		\$ 944.70		\$ 944.70
SALES TAX	EA-619	\$ 455.53	\$ 690.83	\$ 1,146.36	\$ 490.51	\$ 655.85
CLASS OF 2016	EA635	\$ -		\$ -		\$ -
CLASS OF 2017	EA-636	\$ -		\$ -		\$ -
ART CLUB	EA-630	\$ 671.68		\$ 671.68		\$ 671.68
PYA ENGINEERING	EA-632	\$ 802.32		\$ 802.32		\$ 802.32
PYE DRAMA CLUB	EA-634	\$ 9,130.32		\$ 9,130.32		\$ 9,130.32
CLASS OF 2018	EA-637	\$ 19,043.65	\$ 16,542.36	\$ 35,586.01	\$ 18,394.35	\$ 17,191.66
PYE STUDENT COUNCIL	EA-638	\$ 2,712.40		\$ 2,712.40		\$ 2,712.40
CLASS OF 2019	EA-639	\$ 3,316.09	\$ 950.55	\$ 4,266.64	1059.75	\$ 3,206.89
CLASS OF 2020	EA-640	\$ 2,561.37		\$ 2,561.37		\$ 2,561.37
PYA OUTDOOR ADVENTURE CLUB	EA641	\$ 264.21		\$ 264.21	\$ 39.00	\$ 225.21
CLASS 2021	EA642	\$ -	2985.71	\$ 2,985.71		\$ 2,985.71
<b>TOTAL</b>		\$ 110,522.23	\$ 43,101.18	\$ 153,623.41	\$ 38,874.05	\$ 114,749.36
<b>BANK BALANCE</b>						\$ 114,749.36
<b>DIFFERENCE (+/-)</b>						\$ -

Central Treasurer

*Sara Catherine Young*

Date 10/12/2017

CATHY MILLIMAN, FACULTY AUDITOR

*Cathy Milliman*

Date 10-12-17