Meeting called to order at 7:00 pm.

ORGANIZATION MATTERS

- Debbie Hooker, District Clerk, administered the oath of office to newly elected board members Gerald Clapp, Joshua Howard, Lawrence Zollinger and Student Representative Charlie Milliman.
- Jeff Chase elected Board President; Josh Howard elected Board Vice President

APPOINTMENT OF OFFICERS FOR THE 2019-2020 SCHOOL YEAR

- Deborah Hooker, District Clerk of the Board of Education
- Jamie Rodgers, Deputy Clerk of the Board of Education
- Jamie Rodgers, District Treasurer of the Board of Education
- James Przepasniak, Deputy Treasurer of the Board of Education
- Colleen Brunswick, Tax Collector
- Dr. Ronald Greco, School Physician
- Brianna Colburn, Elementary School Attendance Officer
- Jill Kenney, Jr./Sr. High School Attendance Officer
- Colleen Brunswick, Extracurricular Fund Central Treasurer
- Law firms of Hodgson, Russ LLP, Harris Beach LLP and Lundberg Law Offices School Attorneys
- Buffamante Whipple Buttafaro (BWB) of Jamestown, Independent Auditor (appointed for 2018-19 through 2019-20)
- James Przepasniak, Purchasing Agent
- Debbie Hooker, Records Access Officer
- Jeff Chase (Board President), Fiscal Officer
- New York Schools Insurance Reciprocal (NYSIR), Insurance Consultant
- James Przepasniak (or his designee), Health & Safety Officer
- Carrie Davenport, Title IX Officer
- Kelly Zimmerman, Section 504 and ADA Compliance Officer
- David Vanzile, Asbestos Management Designee
- Mia Abbey, Records Retention Officer
- Jamie Rodgers, Records Management Officer
- Jamie Rodgers, Capital Assets Preservation Coordinator
- Colleen Brunswick, District Petty Cash Custodian
- Joshua Tedone, Kelly Zimmerman, Amanda Miller and Laura Moeller, Anti-Harassment Officers and Dignity Act Coordinators
- Terry Brown, Reviewing Official; James Przepasniak Hearing Official; Jamie Rodgers, Verification Official for the Free and Reduced Price Meal Program
- Heather Gregory, CSE/CPSE Parent Representative
- James Przepasniak, Chief Emergency Officer

APPOINTMENT OF REPRESENTATIVES FOR THE 2019-2020 SCHOOL YEAR

- Board Advisory Committee Representatives

<table>
<thead>
<tr>
<th>Buildings &amp; Grounds</th>
<th>Policy</th>
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</thead>
<tbody>
<tr>
<td>Jerry Clapp</td>
<td>Josh Howard</td>
</tr>
<tr>
<td>Terry Howe</td>
<td>Rose Kruszka</td>
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<tr>
<td>Larry Zollinger</td>
<td>Christie Lokietek</td>
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</tbody>
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<table>
<thead>
<tr>
<th>Finance/Audit</th>
<th>Transportation</th>
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</thead>
<tbody>
<tr>
<td>Jerry Clapp</td>
<td>Terry Howe</td>
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<tr>
<td>Jackie Smuda</td>
<td>Darlene Silleman</td>
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<td>Larry Zollinger</td>
<td>Larry Zollinger</td>
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<thead>
<tr>
<th>Negotiations/Grievance</th>
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<tbody>
<tr>
<td>Christie Lokietek</td>
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<tr>
<td>Darlene Silleman</td>
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<tr>
<td>Jackie Smuda</td>
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<thead>
<tr>
<th>Board Representatives on School Committees</th>
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</tr>
</thead>
<tbody>
<tr>
<td>CCSBA Legislative Liaison: Larry Zollinger</td>
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<tr>
<td>Health Advisory:</td>
<td>Rose Kruszka</td>
</tr>
<tr>
<td>Safety Committee:</td>
<td>Darlene Silleman</td>
</tr>
<tr>
<td>Technology Committee:</td>
<td>Josh Howard</td>
</tr>
</tbody>
</table>
APPOINTMENT OF REPRESENTATIVES FOR THE 2019-2020 SCHOOL YEAR (cont’d)

- Larry Zollinger, Voting Delegate; Christie Lokietek Alternate Voting Delegate, to the NYS School Boards Association Convention October 24-26, 2019
- Jamie Rodgers, Erie 2 Area Schools Self-Funded Worker’s Compensation Consortium Representative
- Jamie Rodgers, Chautauqua County School Districts Medical Health Plan Board of Directors Rep
- Jamie Rodgers, School Municipal Energy Consortium (SMEC) Representative

DESIGNATIONS FOR THE 2019-2020 SCHOOL YEAR

- Approved regular Board of Education meetings:
  
<table>
<thead>
<tr>
<th>2019</th>
<th>2020</th>
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</thead>
<tbody>
<tr>
<td>July 11</td>
<td>January 9, 23</td>
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<tr>
<td>August 15</td>
<td>February 13</td>
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<tr>
<td>September 5, 19</td>
<td>March 5, 19</td>
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<td>October 3, 17</td>
<td>April 2, 21* (T – BOCES vote)</td>
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<tr>
<td>November 14</td>
<td>May 7 (budget hearing &amp; reg. mtg.)</td>
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<tr>
<td>December 12</td>
<td>June 4, 18</td>
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  Note: *April meeting may adjust for BOCES annual meeting and vote

- Adopted the following dates and times for the annual budget hearing:
  - Budget Hearing - Thursday, May 7, 2020 at 7:00 p.m.
  - Budget Vote - Tuesday, May 19, 2020 from 12:00 noon to 9:00 p.m

- Cattaraugus County Bank and Evans National Bank designated as official depositories for funds of the Pine Valley Central School not to exceed $15,000,000 on deposit at any time in each designated bank or depository
- The Jamestown Post Journal and Dunkirk Observer designated as official newspapers
- James Przepasniak, Designated Educational Official
- Approved Free & Reduced Meals & Milk Program Administration Policy
- Cindy Snyder, District’s Copyright Officer
- Approved extra co-curricular classes/clubs that have extracurricular student activity accounts: Classes of 2020, 2021, 2022, 2023, Middle School; Band; Chorus; Drama; Future Farmers of America (FFA); National Honor Society (HS); Jr. Honor Society; Student Council; Yearbook

AUTHORIZATIONS FOR THE 2019-2020 SCHOOL YEAR

- The Payroll Department is authorized to make payment of wages of all personnel in the school district in accordance with the agreed and contracted amounts deducted therefore any obligation required by law or agreement. Jamie Rodgers, Business Executive, is authorized and directed to certify and disburse payrolls for the Board of Education; James Przepasniak, Interim Superintendent, Alternate Payroll Certification Agent
- Jamie Rodgers is authorized to purchase bonds required by law for the Treasurer and Tax Collector.
- Jamie Rodgers is authorized to establish petty cash funds in accordance with State Education Law and School Board Policy.
- Jamie Rodgers is authorized to invest such portions of the District’s money as she may determine in special Time Deposit Accounts or in Certificates of Deposits issued by a bank or trust company, provided, however, that such investments shall be payable within such time as proceeds shall be needed to meet expenditures for which such money was obtained and further that such transaction meets all the requirements outlined in law.
- The Superintendent is authorized to apply for any and all grants for the District, its students, employees, officers and agents, as well as all cooperative efforts used with other organizations and businesses.
- The Superintendent and Board of Education President are authorized to sign applications for all Federal Title Programs which the district is entitled to by federal law.
- Jamie Rodgers, Treasurer, or James Przepasniak, Interim Superintendent, are authorized to sign all checks from all accounts, including payroll checks and one voucher order checks.
- Jamie Rodgers or James Przepasniak are authorized to use facsimile signature to wit to use in a check signer.
- Jamie Rodgers is authorized to make the necessary transfers up to $20,000 with the approval of the Superintendent as authorized by the New York State Department of Audit and Control regulations and recommended by the New York State Commissioner of Education guidelines.
- The Superintendent is authorized to approve staff vacation days, personal days, professional or visitation days, conferences and travel as indicated in contractual agreements, Board of Education policy and as provided for in the budget.
- James Przepasniak and Jamie Rodgers are authorized to sign salary statements on behalf of the district.
- The Superintendent is authorized to assign and/or transfer Civil Service Personnel as deemed appropriate so that the best interest of the school is served.
- The Superintendent is authorized to utilize approved substitute teachers in non-instructional positions as needed.
- The Superintendent and Board of Education members are authorized to attend meetings, conferences and workshops in New York State.
- The Superintendent is authorized to employ substitute personnel prior to official school board action.
- The Superintendent is authorized to employ extra co-curricular advisors/coaches prior to official school board action.
AUTHORIZATIONS FOR THE 2019-2020 SCHOOL YEAR (cont’d.)

- The Superintendent is authorized to employ substitute sports personnel/site supervisors prior to official school board action.
- Authorized bonding of the following personnel:
  
  - Treasurer: J. Rodgers, $500,000
  - Deputy Treasurer: J. Przepasniak, $500,000
  - Extra Class Activities Treasurer: C. Brunswick, $500,000
  - District Tax Collector: C. Brunswick, $500,000
  - Asst. Business Executive: J. Rodgers, $500,000
  - Bank Couriers: D. Taylor and R. Stefanik, $375,000
  - All Personnel: $100,000

- Authorized participation in cooperative bidding with BOCES statewide for the purchase of equipment, materials and supplies.
- The Superintendent is authorized to require any employee(s) to submit to a medical examination to determine his/her fitness to continue employment. The Superintendent shall also be authorized to appoint and engage a school physician(s) and make arrangements as are necessary to effectuate this resolution.
- James Przepasniak is authorized to sign contracts with BOCES.
- Josh Tedone and Kelly Zimmerman are authorized as individuals who can make referrals to the Committees on Pre-School Special Education and Special Education (CPSE/CSE).
- Approved using the impartial hearing officer district-specific list as maintained by the NYS Education Department’s Impartial Hearing Reporting System and authorized the Superintendent to appoint said Hearing Officer when deemed necessary.

ACTION/OTHER ITEMS

- All policies, rules, regulations, standards practices, and procedures, heretofore existing in the district, unless specifically amended or changed, are continued in full force and effect for the 2019-20 school year.
- Approved the Mentoring and Response to Intervention (RtI) Plans as presented.
- Approved the Code of Conduct as presented.
- The reimbursement rate for all authorized travel by school district employees and officials not covered by negotiated contract is established at the current IRS standard mileage rate for the 2019-20 school year.
- Established that the substitute teacher rate for the school year 2019-2020 shall be:
  - Uncertified - $90 per day
  - Uncertified with Substitute Teacher certificate - $100 per day
  - SED certified - $110 per day
  - Long term substitute (excess of 25 days, less than one semester) - $170 per day
  - Long-term certified substitute (one semester or longer) – Step 1 PVTA Contract
- Established a standard work day for non-instructional employees as required by the New York State and Local Employee’s Retirement System.
- Established petty cash funds and appointed the individuals designated as controllers for said funds for the 2019-20 school year:
  - Business Office: $100, Colleen Brunswick
- Established the student and teacher days for the 2019-20 school year as follows:
  - ES Student Day: 7:50 am – 3:00 pm
  - HS Student Day: 7:40 am – 2:50 pm
  - Instructional staff is required to be present 15 minutes prior to the start of the student day.
- Established a charge for photocopying under Freedom of Information of $.25 per photocopy (sheet size up to 9”x 14”).

<table>
<thead>
<tr>
<th></th>
<th>Hourly Rate</th>
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<tbody>
<tr>
<td>Cleaner, Laborer</td>
<td>$11.88</td>
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<tr>
<td>Food Service Helper, School Monitor</td>
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<tr>
<td>Cook</td>
<td>$12.47</td>
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<tr>
<td>Typist II</td>
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<tr>
<td>Teacher Aide</td>
<td>$12.47</td>
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<tr>
<td>Sr. Typist, Acct. Clerk Typist</td>
<td>$12.87</td>
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<td>Custodian</td>
<td>$13.02</td>
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<td>Bus Driver</td>
<td>$14.70</td>
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<tr>
<td>Auto Mechanic</td>
<td>$13.69</td>
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<tr>
<td>Nurse</td>
<td>$15.47</td>
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</tbody>
</table>
ACTION/OTHER ITEMS (cont’d)

- Approved 2019-20 tuition rates for non-resident students as follows:
  Grades UPK-6 $5,000
  Grades 7-12 $7,000

Adjourned reorganizational meeting to regular meeting at 7:49 pm.