

**PINE VALLEY CENTRAL SCHOOL DISTRICT
BOARD NOTES**



Unofficial Minutes of the October 20, 2016 Board of Education meeting

Meeting called to order at 7:05 pm.

MINUTES/REPORTS/FINANCIAL - The following were approved by the Board:

- Regular Meeting – September 15, 2016
- Special Meeting – September 20, 2016
- Special Education Minutes & CSE/CPSE Placements – September 12, 19, 20, 21, 26, 27, 2016;
October 3, 6, 11, 12, 2016
- Financial reports and warrants

SPECIAL MATTERS/RECOGNITION/COMMUNICATIONS

- Congratulations to Tyler West who was named WNY Section 6 Athlete of the Week (week of September 26th) and Post Journal Player of the Week (Sept. 29th and October 13th) for Soccer.
- Congratulations to Bonita & Mike Mathews on the birth of a son Carter Michael on September 29th
- Congratulations to the boys varsity soccer team on winning Pine Valley's first league title in this sport!
- Condolences extended to Julie & Joe Goodway and their family on the death of Julie's sister.
- District resident Ken Chase addressed the Board regarding the superintendent's letter that was recently mailed to district residents regarding the CSEA negotiations noting several items.

PRESENTATIONS TO THE BOARD

- **Middle School (7th & 8th Graders) Trip** – Rebecca Farrow (Advisor) and Class Officers
- **Senior Class Trip** – Stacy Chase (Advisor) and Class Officers
- **State Education Data** - Kelly Wetzler, Director of Curriculum & Instructional Technology Reviewed Grades 3-8 ELA, Math and Science 2016 assessments data and high school June 2016 Regents data.

PERSONNEL MATTERS – The following were approved by the Board at the recommendation of Superintendent Scott Payne:

Instructional

- Appointed **Candice Campbell**, Teaching Assistant, effective October 5, 2016.
- Appointed **Courtney Smyczynski**, long-term substitute Elementary Education Teacher, commencing on September 16, 2016.

Non-Instructional

- Accepted the resignation of **Janet Nichols**, School Secretary, effective January 31, 2017.
- Appointed **Brianna Colburn**, School Secretary, effective October 3, 2016.
- Appointed **Kristina Howard**, Senior Account Clerk, effective October 3, 2016.
- Appointed **Stacey Raiport**, Teacher Aide, effective October 17, 2016.
- Appointed **Patrick Richter**, .5 Building Maintenance Mechanic/.5 Custodian, effective October 31, 2016.
- Appointed **Jacqueline Parisio**, Clerk II, effective November 7, 2016.

Extra Co-Curricular Appointments for the 2016-17 School Year

Mentors

Mentor

Jamie Brown
Dawn Andrews
Jill Szumigala
Laurie Beaton
Amanda Miller
Ginny Maltbie

Mentee

Melanie Aromola (Special Ed – ES)
Jim Weiss (Special Ed – HS)
Desaree Todd (English – HS)
Amie Hofner (Physical Ed. – ES)
Mary Rose Wittman (Social Worker)
Candice Campbell (Teaching Asst.)

Club Advisor

Name

Adrienne Kelly

Position

Yearbook

Coaches

<u>Name</u>	<u>Position/Sport</u>
Desaree Todd	Girls JV Basketball
Mark Mansfield	Boys Assistant Basketball
George Kruszka	Modified Baseball

- Accepted the resignation of **Danielle Arnone**, Modified Girls Basketball Coach, effective October 6, 2016.

Winter Sports Personnel

<u>Name</u>	<u>Sport</u>	<u>Position</u>
Holly Abers	Boys JV & Varsity Basketball	Timer
Deanna Herman	Boys JV & Varsity Basketball	Timer
Dawn Andrews	Girls JV & Varsity Basketball	Timer
Deanna Herman	Girls JV & Varsity Basketball	Timer
Holly Abers	Boys Modified Basketball	Timer
Deanna Herman	Girls Modified Basketball	Timer
Leslie Milliman	Boys JV & Varsity Basketball	Building Chaperone
Holly Abers	Girls JV & Varsity Basketball	Building Chaperone
Leslie Milliman	Boys Modified Basketball	Building Chaperone
Darlene Morrison	Girls Modified Basketball	Building Chaperone
Julie Goodway	Boys and Girls Basketball (Modified, JV, Varsity)	Sub. Bldg. Chaperone

Appointment of Officers for the 2016-17 School Year

- Jamie Rodgers, District Treasurer of the Board of Education
- Kristina Howard, Interim District Treasurer of the Board of Education
- Brianna Colburn, Elementary School Attendance Officer
- Kristina Howard, Records Retention Officer
- Kristina Howard, Records Management Officer
- Jamie Rodgers, Capital Assets Preservation Coordinator
- Jerry Parisi, Anti-Harassment Officer and Dignity Act Coordinator (Kelly Zimmerman, Catherine Markiewicz and Kara Smith previously appointed at reorganizational meeting.)
- Jamie Rodgers, Verification Official for the Free and Reduced Price Meal Program

Appointment of Representative for the 2016-17 School Year

- Jamie Rodgers, is appointed Erie 2 Area Schools Self-Funded Worker's Compensation Consortium Representative.
- Jamie Rodgers, is appointed Chautauqua County School Districts Medical Health Plan Board of Directors Representative.
- Jamie Rodgers, is appointed School Municipal Energy Consortium (SMEC) Representative.

Authorizations for the 2016-17 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, Assistant Business Executive, is authorized and directed to certify and disburse payrolls for the Board of Education.
- Jamie Rodgers, Assistant Business Executive, is authorized to purchase bonds required by law for the Treasurer and Tax Collector.
- Jamie Rodgers, Assistant Business Executive, is authorized to establish Petty Cash Funds in accordance with State Education Law and School Board Policy.
- Jamie Rodgers, Assistant Business Executive, 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.
- Jamie Rodgers (Treasurer), or Kristina Howard (Interim District Treasurer) are authorized to sign all checks from all accounts, including payroll checks and one voucher order checks.
- Jamie Rodgers (Treasurer), or Kristina Howard (Interim District Treasurer) are authorized to use facsimile signature to wit to use in a check signer.
- Jamie Rodgers, Assistant Business Executive, 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.
- Jamie Rodgers and Kristina Howard are authorized to sign checks on behalf of the district.
- Jamie Rodgers, Assistant Business Executive, is authorized to sign salary statements on behalf of the district.

- Authorized bonding of the following District Personnel:

Treasurer	J. Rodgers	\$500,000
Interim Treasurer	K. Howard	\$500,000(in absence of district treasurer)
Assistant Business Executive	J. Rodgers	\$500,000
- Approved building principal, Jerry Parisi, as an individual who can make referrals to the Committees on Pre-School Special Education and Special Education. (Kelly Zimmerman previously approved at reorganizational meeting.)

2016-17 Substitutes

<u>Position</u>	<u>Name</u>
Certified Teacher	Katelyn Mogavero
Uncertified Teachers	Wendy Lord Kenneth Mosher Stephanie West
Teacher Aides	Terry Carlson Stephanie West
Clerical	Terry Carlson Stephanie West

ACTION/OTHER ITEMS

- Appointed **Jacquelyn Smuda** to the position of School Board Member effective October 20, 2016 through the annual vote on May 16, 2017. Note: This appointment fills the vacancy created by the resignation of Adam Lukasik. Oath of office was administered.
- Approved the Middle School (7th & 8th Graders) Trip to Washington, D.C., May 26-28, 2017 contingent upon the understanding that the trip will be reassessed and monitored up until departure and that approval be conditional with the Board reserving the right to cancel said trip up until departure.
- Approved the Senior Class Trip to Boston, MA, April 6-8, 2017 (with Forestville CSD students) contingent upon the understanding that the trip will be reassessed and monitored up until departure and that approval be conditional with the Board reserving the right to cancel said trip up until departure.
- Approved the budget transfer of \$24,000.00 as presented.
- Approved changing the November 17, 2016 board meeting to November 10, 2016 at 7:00 pm. (*Note: There is a Chautauqua County School Boards Association Meeting on November 17th that members wish to attend.*)
- Scheduled quarterly board workshop meetings on December 8, 2016; February 9, 2017 and April 27, 2017 with meetings starting at 7:00 pm for the purpose of presentations and board conversations.
- Approved the School Safety Plan as presented in accordance with the Commissioner's Regulations 155.7.
- Authorized the appropriate disposal of the following equipment and their removal from District inventory reports where required: 1980 Berkel food slicer and 1999 Berkel food slicer.
- A teacher identified in the immediately-preceding executive session is hereby directed to submit to a medical examination pursuant to Education Law Section 913, and that the Superintendent is authorized and directed to implement this resolution and to provide notice to the teacher of the same.

SUPERINTENDENT'S REPORT

- ✓ **Tuition Rates**
The Board approved the 2016-17 tuition rates for non-resident students as follows:

Grades UPK-6	\$5,000
Grades 7-12	\$7,000
- ✓ **Community School Aid** - Scott reported that we have received money from the state on a brand new aid line entitled Community School Aid. It is a one-time amount, not renewable annually. It cannot be used to supplement something we're already doing. The administration has discussed opening the high school library two-three nights/week for students and their parents to have access to WiFi and for students to do homework. Use money to staff with a teacher aide or teaching assistant. Possibly hire and adult education instructor to teach computer classes.
- ✓ **Budget Process** - Scott distributed draft 2016-17 budget calendars. He noted that budget workshops have been scheduled for Saturdays: November 19th, December 3rd and January 14th. He would like to have the 2017-18 budget done by the January 14th workshop.
- ✓ **Goals 2016-2017 –Goals**
 - Scott would like the Board to work on their goals at the December 8th meeting.
 - District Administrators Jerry Parisi, Jamie Rodgers, Kelly Wetzler and Kelly Zimmerman each shared their goals for this school year. Kelly Wetzler noted that we received notice today that we have been approved as a professional development (CTLE) sponsor. All professional development (PD) that we offer our staff can be used toward their PD hours.

BOARD REPORTS (committee, conference/training, extracurricular event – i.e. sports, play)

Policy Committee - Rose Kruszka

- First reading of policies as presented.

Buildings & Grounds Committee – Rose Kruszka

- Toured water treatment plant to see updates. Phase 3 work continuing on canopies at main entrances; new main entrance doors being installed tomorrow. We will be seeking bids for new clocks in the high school.
- Scott reported that our results just came back for the mandated lead testing for school water sources. We have only one seldom-used hand wash sink in the elementary school kitchen that tested above the safe threshold in our district at 23 ppb. Scott will be notifying parents via a letter sent home with students and will post on our website. This site will be re-tested and remediated if necessary.

Finance Committee – Dave Kohler

- The 2016-17 budget calendar will be approved in final form at the November board meeting.

Other Reports

- Pat noted that the annual NYSSBA conference is next weekend in Buffalo. She, Rose, Rex and Scott are attending.
- Jeff reported that the boys soccer team plays Franklinville in the semi-finals Saturday at 7:30 pm at Pioneer. They are currently ranked 7th in the state. The girls soccer team plays a semi-final game vs Ellicottville Monday at 7 pm at Dunkirk.

Adjourned meeting at 10:05 pm.