

FILLMORE CENTRAL SCHOOL DISTRICT
PO Box 177, 104 West Main St.
Fillmore, NY 14735

Reorganizational Meeting Agenda

Monday, July 15, 2019 @ 6:30 pm
Conference Room – C117

FUTURE MEETINGS	
August 15, 2019 (Pending Approval)	Board Meeting – 6:30 PM
September 19, 2019 (Pending Approval)	Board Meeting – 6:30 PM

Meeting called to order at _____ with _____ presiding.

PLEDGE OF ALLEGIANCE

Board Members:

Dr. Marcus Dean	_____	_____
Paul Cronk	_____	_____
Faith Roeske, Board Member	_____	_____
Sara Hatch, Board Member	_____	_____
Matt Hopkins, Board Member	_____	_____
Susan Abbott, District Clerk	_____	_____

ADMINISTRATION:

Michael Dodge, Superintendent	_____	_____
Chelsey Aylor, Principal	_____	_____
Joseph Butler, Business Manager	_____	_____
Betsy Hardy, Director of Technology	_____	_____
Annie West, Director of Special Education	_____	_____

1. PRELIMINARY MATTERS/PUBLIC COMMENT

(Public comments are limited to 5 minutes. Please understand that the Board and Superintendent will not reply at this time. However, we will discuss it and share a response by phone or in writing. If you share a public comment, please sign in and share your name, phone number and address.)

2. PROGRAMS/PRESENTATIONS

3. ADMINISTRATION OF OATH TO NEWLY ELECTED BOARD MEMBERS

I do solemnly affirm that I will support the Constitution of the United States and Constitution of the State of New York, and that I will faithfully discharge the duties of my office of Board of Education member according to the best of my ability.

4. ELECTION OF OFFICERS

4.1 President of the Board: _____

Motion by _____ Seconded by _____

____Aye ____Nay ____Abstain Accepted/Rejected

4.2 Vice President of the Board: _____

Motion by _____ Seconded by _____

____Aye ____Nay ____Abstain Accepted/Rejected

5. ADMINISTER OATH OF FAITHFUL PERFORMANCE IN OFFICE TO THE SUPERINTENDENT, PRESIDENT AND VICE-PRESIDENT.

I do solemnly affirm that I will support the Constitution of the United States and Constitution of the State of New York, and that I will faithfully discharge the duties of my office of (*state office*) according to the best of my ability.

6. APPOINTMENT OF OFFICERS

6.1 District Clerk: Susan Abbott

Motion by _____ Seconded by _____

____Aye ____Nay ____Abstain Accepted/Rejected

6.2 District Treasurer: Brenda Nolan

Motion by _____ Seconded by _____

____Aye ____Nay ____Abstain Accepted/Rejected

6.3 Deputy Treasurer: Lynette Folts

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accepted/Rejected

6.4 Tax Collector: Susan Bodnar

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accepted/Rejected

6.5 Claims Auditor: Heidi Rose

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accepted/Rejected

6.6 Deputy Claims Auditor: Michelle Harding

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accepted/Rejected

7. OTHER APPOINTMENTS

7.1 School Physician: Dr. Douglas Mayhle

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accepted/Rejected

7.2 School Attorney: Richardson and Pullen, P.C.

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accepted/Rejected

7.3 Official Bank Signatories: Brenda Nolan

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accepted/Rejected

7.4 Extra-Curricular Treasurer: Joseph Butler

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accepted/Rejected

7.5 Extra-Curricular Accountant: Lynette Folts

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accepted/Rejected

7.6 Purchasing Agent: Joseph Butler

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accepted/Rejected

7.7 Deputy Purchasing Agent: Michael Dodge

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accepted/Rejected

7.8 Payroll Authorization: Michael Dodge

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accepted/Rejected

7.9 Records Management Officer: Joseph Butler

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accepted/Rejected

7.10 District External (Independent) Auditor: R.A. Mercer

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accepted/Rejected

7.11 District Internal Auditor: Marcia Wright

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accepted/Rejected

7.12 District Compliance Officer: Chelsey Aylor

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accepted/Rejected

7.13 Homeless Liaison: Kassandra Bailey

Motion by _____ Seconded by _____

_____Aye _____Nay _____Abstain Accepted/Rejected

7.14 FOIL Officer: Susan Abbott

Motion by _____ Seconded by _____

_____Aye _____Nay _____Abstain Accepted/Rejected

7.15 Asbestos (LEA) Designee: Fred Reed

Motion by _____ Seconded by _____

_____Aye _____Nay _____Abstain Accepted/Rejected

7.16 School Pesticide Officer: Fred Reed

Motion by _____ Seconded by _____

_____Aye _____Nay _____Abstain Accepted/Rejected

7.17 Chemical Hygiene Officer: Rachel Coon

Motion by _____ Seconded by _____

_____Aye _____Nay _____Abstain Accepted/Rejected

7.18 Copyright Officer: Chelsey Aylor

Motion by _____ Seconded by _____

_____Aye _____Nay _____Abstain Accepted/Rejected

7.19 DASA Co-Coordinators: Heidi Stroud (PreK-6), Bill Kelley (Grades 7-12)

Motion by _____ Seconded by _____

_____Aye _____Nay _____Abstain Accepted/Rejected

7.20 Civil Rights Compliance Officer: Chelsey Aylor

Motion by _____ Seconded by _____

_____Aye _____Nay _____Abstain Accepted/Rejected

7.21 Title IX Coordinator: Chelsey Aylor

Motion by _____ Seconded by _____
_____Aye _____Nay _____Abstain Accepted/Rejected

7.22 Execute Contracts on Behalf of the District with BOCES: Michael Dodge

Motion by _____ Seconded by _____
_____Aye _____Nay _____Abstain Accepted/Rejected

7.23 Data Protection Officer: Betsy Hardy

Motion by _____ Seconded by _____
_____Aye _____Nay _____Abstain Accepted/Rejected

7.24 ESL Coordinator: Anne West

Motion by _____ Seconded by _____
_____Aye _____Nay _____Abstain Accepted/Rejected

7.25 Chief Information Officer: Betsy Hardy

Motion by _____ Seconded by _____
_____Aye _____Nay _____Abstain Accepted/Rejected

7.26 District Data Coordinator: Betsy Hardy

Motion by _____ Seconded by _____
_____Aye _____Nay _____Abstain Accepted/Rejected

8. DESIGNATIONS

8.1 The following banks are designated as the official depository of funds:

Community Bank NA
Chase Investment
NY Class Investment

Motion by _____ Seconded by _____
_____Aye _____Nay _____Abstain Accepted/Rejected

8.2 The following newspaper is designated as the official newspaper of the district:

Olean Times Herald

Motion by _____ Seconded by _____

____Aye ____Nay ____Abstain Accepted/Rejected

8.3 The regular meeting of the Fillmore Central School District Board of Education will be tentatively scheduled on the third Thursday of each month at 6:30 PM.

- | | |
|--------------------|-------------------|
| August 15, 2019 | February 20, 2020 |
| September 19, 2019 | March 19, 2020 |
| October 17, 2019 | April 16, 2020 |
| November 21, 2019 | May 21, 2020 |
| December 19, 2019 | June 18, 2020 |
| January 16, 2020 | |

Motion by _____ Seconded by _____

____Aye ____Nay ____Abstain Accepted/Rejected

9. AUTHORIZATIONS

9.1 Payroll Certification Agent: Michael Dodge

Motion by _____ Seconded by _____

____Aye ____Nay ____Abstain Accepted/Rejected

9.2 Designated Educational Official (DEO): Chelsey Aylor

Motion by _____ Seconded by _____

____Aye ____Nay ____Abstain Accepted/Rejected

9.3 Reviewing and Verification Official for the federal Child Nutrition Program: Priscilla Beardsley

Motion by _____ Seconded by _____

____Aye ____Nay ____Abstain Accepted/Rejected

9.4 Hearing Official for the federal Child Nutrition Program: Joseph Butler

Motion by _____ Seconded by _____

____Aye ____Nay ____Abstain Accepted/Rejected

9.5 The superintendent is authorized to approve all conferences, conventions, and workshop attendance for staff with expenses.

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accept/Rejected

- 9.6 The superintendent is authorized to apply for Grant in Aid (State and Federal) as appropriate.

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accept/Rejected

- 9.7 The superintendent is authorized to approve budget transfers up to \$100,000 within limits prescribed by Commissioner’s Regulation Section 170.2 and Board guidelines.

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accept/Rejected

10. OTHER ITEMS

- 10.1 The mileage allowance for 2019-2020 will be the established IRS rate as amended from time to time.

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accepted/Rejected

- 10.2 Approve the School Breakfast and Lunch Prices for 2019-20 as follows:

Student Breakfast	\$	1.10
Student Lunch (K-6)	\$	1.80
Student Lunch (7-12)	\$	1.95

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accepted/Rejected

- 10.3 The Superintendent recommends and the Board approves of the 2019-2020 Teacher Mentoring program.

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accepted/Rejected

- 10.4 The Superintendent recommends the Board approve the 2016-2019 Professional Development Plan.

Motion by _____ Seconded by _____
_____Aye _____Nay _____Abstain Accepted/Rejected

10.5 Determine the date of the next regular board meeting.

11. DISCUSSION/WORK SESSION:

11.1 Administrators’ Reports:

Mrs. Aylor, Principal

Mrs. Hardy, Director of Technology

Mrs. West, CSE Chair

11.2 Superintendent’s Report: Mr. Dodge

11.3 Work Session

- 19-20 Elementary Handbook
- 19-20 Code of Conduct
- 19-20 Athletic Policy
- Head Lice Policy
- New Immunization Policy

12. BUSINESS/FINANCE

12.1 Business Administrator’s Report

12.2 The Board of Education approves the Treasurer’s Reports

Motion by _____ Seconded by _____
_____Aye _____Nay _____Abstain Accepted/Rejected

13. EXECUTIVE SESSION

13.1 For the board to enter into Executive Session at _____ AM/PM to discuss matters leading to the appointment, employment, and labor negotiations as specified in the open meeting law.

Motion by _____ Seconded by _____
_____Aye _____Nay _____Abstain Accepted/Rejected

13.2 For the board to move out of Executive Session at _____ AM/PM and regular meeting resumed.

Motion by _____ Seconded by _____

_____Aye _____Nay _____Abstain Accepted/Rejected

14. CONSENT VOTE

14.1 The Board of Education accepts and approves of:

14.1.1 The Board of Education accepts and approves of the Board Meeting Minutes of the June 24th meeting.

14.1.2 The Board of Education approves the recommendations developed by the CSE/CPSE for special education programs and services from June 24 to July 15, 2019, the BOE hereby approves said recommendations.

14.1.3 The Superintendent recommends the Board of Education approve the 2019-20 Elementary Handbook.

14.1.4 The Superintendent recommends the Board of Education approve the 2019-20 Code of Conduct.

14.1.5 The Superintendent recommends the Board of Education approve the 2019-20 Athletic Policy.

14.1.6 The Board of Education moves to add addendums 16.7 and 18.7 to this meeting agenda.

Motion by _____ Seconded by _____

_____Aye _____Nay _____Abstain Accepted/Rejected

15. OLD BUSINESS

16. NEW BUSINESS

16.1 Motion by _____, second by _____, to appoint the Chief School Officer as the delegate, and the School Business Official as the alternate delegate, to the Board of Directors of the Allegany Cattaraugus Schools Medical Health Plan for the 2019-20 fiscal year.

_____Aye _____Nay _____Abstain Accepted/Reject

16.2 The superintendent recommends and the board accepts the Retainer Agreement between Fillmore Central School and Richardson and Pullen, P.C. Attorneys at Law for the 2019-2020 fiscal year.

Motion by _____ Seconded by _____

_____Aye _____Nay _____Abstain Accepted/Reject

- 16.3 The Superintendent recommends the Board of Education approve a contract between Fillmore Central School and Spectrum Creative Arts to provide music therapy services for three of our students during the 2019-2020 school year.

Motion by _____ Seconded by _____

_____Aye _____Nay _____Abstain Accepted/Rejected

- 16.4 The Superintendent recommends and the Board approves the Girls Varsity Soccer Trip to Rochester August 28-30. During this overnight trip, the District will provide transportation through the use of a school van or suburban excursion.

Motion by _____ Seconded by _____

_____Aye _____Nay _____Abstain Accepted/Reject

- 16.5 The Superintendent recommends and the board approves the following Cooperative Bid Coordination Resolution:

WHEREAS, The Board of Education, Fillmore 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 supply of electricity. And...

WHEREAS, The Board of Education, Fillmore 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, Fillmore 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, Fillmore Central School District of New York State and making recommendations thereon...

THEREFORE...

BE IT RESOLVED, That The Board of Education, Fillmore 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...

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BE IT FURTHER RESOLVED, That The Board of Education Fillmore 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 Fillmore 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 Business Manager, on behalf of the Board of Education, Fillmore 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 supply of electricity 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.

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accepted/Rejected

- 16.6 The Superintendent recommends the Board of Education approve the new immunization policy.

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accepted/Rejected

- 16.7 The Superintendent recommends the Board of Education approve the new typist position (Greeter).

Motion by _____ Seconded by _____
____Aye ____Nay ____Abstain Accepted/Rejected

17. EXECUTIVE SESSION

- 17.1 For the board to enter into Executive Session at _____ AM/PM to discuss matters leading to the appointment, employment, suspension, promotion, discipline, dismissal, removal of any personnel or other legal matters for purposes specified in the open meeting law.

Motion by _____ Seconded by _____

_____Aye _____Nay _____Abstain Accept/Rejected

17.2 For the board to move out of Executive Session at _____ AM/PM and regular meeting resumed.

Motion by _____ Seconded by _____

_____Aye _____Nay _____Abstain Accept/Rejected

18. PERSONNEL

18.1 The Superintendent recommends the Board of Education approve the resignation of Donna Johnson, Food Service Helper, effective June 30, 2019.

Motion by _____ Seconded by _____

_____Aye _____Nay _____Abstain Accepted/Rejected

18.2 The Superintendent recommends the Board of Education approve the appointment of Samantha Hirsch to the tenure position of Elementary Special Education teacher. Salary will be in accordance with the starting teacher salary listed in the teacher contract. Following approval of this resolution her tenure period will begin on August 26, 2019 and continue until August 26, 2023.

Motion by _____ Seconded by _____

_____Aye _____Nay _____Abstain Accepted/Rejected

18.3 Upon the recommendation of the Superintendent and on motion of _____ and seconded by _____, Chelsea Aylor, who holds New York State certification as a School District Leader area; was conditionally appointed as a school administrator to the Administrative tenure area for a probationary period of four (4) years, to commence on August 31, 2019 and to end on August 31, 2019 and who was previously assigned to PreK-4 Principal/Director of Curriculum & Instruction and CIO is hereby assigned to PreK-12 Principal/Director of Curriculum & Instruction effective July 1, 2019. Ms. Aylor will continue in the Administrative tenure area. The Board further approves Five Thousand Dollars (\$5,000) per year to be added to Ms. Aylor’s annual base salary effective July 1, 2019 as compensation for additional duties and responsibilities of her new assignment. In accordance with New York State Education Law, eligibility for tenure at the end of the probationary period is dependent on Ms. Aylor receiving APPR ratings of Effective or Highly Effective in 3 of 4 preceding years and no Ineffective composite or overall rating in the final year.

_____Aye _____Nay _____Abstain Accepted/Rejected

18.4 Upon the recommendation of the Superintendent and on motion of _____ and seconded by _____, the eleven (11) month position of school administrator currently held by Anne West is hereby increased to a twelve (12) month position.

_____Aye _____Nay _____Abstain Accepted/Rejected

18.5 Upon the recommendation of the Superintendent and on motion of _____ and seconded by _____, Anne West, who holds New York State Certification as a School Building Leader; is pursuing her School District Leader certification; was appointed to the position of an eleven (11) month school administrator in the Administrative tenure area for a probationary period of four (4) years effective August 28, 2017 and to end on August 28, 2021; and who was previously assigned to Director of Special Education is hereby assigned to Director of Special Education/Curriculum Coordinator effective July 1, 2019, a twelve (12) month position. Ms. West will continue in the Administrative tenure area. The Board further approves Five Thousand Dollars (\$5,000) per year to be added to Ms. West’s annual salary effective July 1, 2019 as compensation for the change in position from eleven (11) months to twelve (12) months and the additional duties and responsibilities of her assignment.

_____Aye _____Nay _____Abstain Accepted/Rejected

18.6 Non-Instructional Appointment

NAME	POSITION	EFFECTIVE DATE
Heather Beardsley	Bus Driver	7/15/2019

Individual listed is fingerprinted and has full clearance for employment.

Motion by _____ Seconded by _____

_____Aye _____Nay _____Abstain Accepted/Rejected

18.7 BE IT RESOLVED, upon the motion of _____ and second of _____ that the Board of Education, in accordance with the Superintendent’s July 1, 2018 Contract, hereby authorizes the Board President to execute the Amendment to the Superintendent’s Contract setting forth modified terms and conditions in paragraph 3b, 3c and 6b, as a result of the Superintendent achieving a satisfactory performance evaluation by the Board of Education during the 2018-19 school year.

_____Aye _____Nay _____Abstain Accepted/Rejected

19. ADJOURNMENT

19.1 Superintendent recommends that the board adjourn meeting at _____ AM/PM.

Motion by _____ Seconded by _____

_____Aye _____Nay _____Abstain Accepted/Reject