

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

Reorganizational Meeting Minutes

Thursday, July 11, 2013 @ 7:00 pm
Conference Room – C117

FUTURE MEETINGS	
August 08, 2013	Regular Meeting – 7 PM
September 19, 2013	Regular Meeting – 7 PM

Meeting called to order at 7:02 pm by Board President Parmenter.

Pledge to the Flag.

Board Members Present:

Tom Parmenter	X
Marcus Dean	X
Paul Cronk	X
Faith Roeske	X
Sara Hatch	X

Administration:

Ravo Root III, Superintendent	X
Kyle Faulkner, High School Principal	_____
Wendy Butler, PK-4 Principal/Dir. Of Curriculum & Instruction	X
Thomas Ricketts, Business Manager	X
William Kelley, Guidance Counselor	_____

1. Preliminary Matters/Public Comment - NONE

2. Reports

2a. Administrator’s Reports

Mrs. Butler reported a great closure to the school year. Year end summaries were completed and teachers packed up their class rooms. Teachers and staff are already looking forward to next year. The master schedule for the fall has been completed.

2b. Superintendent Report

- Mr. Root reported attending the annual alumni reunion dinner for the class of 1963, a 50 year reunion. Over 150 were in attendance, with an excellent meal served by the FCS girls’ varsity soccer team. Mr. Root stated that the amazing attendance is a credit to the community and to the legacy FCS creates.
- A reporter from the Poughkeepsie Journal contacted Mr. Root to discuss the statistic that among 651 New York school districts reporting, FCS reported less than 15% of students categorized as overweight or obese while other NY Districts were reporting averages as high as 44%.
 Mr. Root credited the low percentage to an emphasis on students being active both at home and at school. With 76% of FCS students participating in at least one school sport and almost half of them in multiple sports, there is significant participation in organized activities, which is supported by the community and most importantly at home.
- A Request for Proposal (RFP) for a capital project has been developed. The majority of the proposal will cover major roof repair, parking lot repair, and possible cafeteria expansion. There is the expectation that more than 10 responses could be received, which would then be reduced to 4-6 proposals.

3. Administration of Oath to Newly Elected Board Member

Superintendent Root administered the Oath of Office to newly elected Board Member Paul Cronk.

4. Election of Officers:

4.1 Motion by Dean, second by Roeske to elect Tom Parmenter as Board President.

5 Aye 0 Nay Motion Carried

4.2 Motion by Parmenter, second by Roeske to elect Marcus Dean as Board Vice President.

5 Aye 0 Nay Motion Carried

- Superintendent Root administered the Oath of Office to Tom Parmenter and Marcus Dean.
- District Clerk Paul Cronk administered the Oath of Office to Superintendent Ravo Root.

5. Executive Session

5.1 Motion by Roeske, second by Hatch for the board to enter into Executive Session at 7:28 pm.

5 Aye 0 Nay Motion Carried

5.2 Motion by Hatch, second by Dean for the board to move out of Executive Session at 10:03 pm.

5 Aye 0 Nay Motion Carried

6. Appointment of Officers:

6.1 Motion by Roeske, second by Hatch to appoint Paul Cronk as District Clerk.

5 Aye 0 Nay Motion Carried

6.2 Motion by Dean, second by Hatch to appoint Brenda Nolan as District Treasurer.

5 Aye 0 Nay Motion Carried

6.3 Motion by Hatch, second Roeske to appoint Lynette Folts as Deputy Treasurer.

5 Aye 0 Nay Motion Carried

6.4 Motion by Dean, second by Roeske to appoint Joanne Cackle as Tax Collector.

5 Aye 0 Nay Motion Carried

6.5 Motion by Hatch, second by Dean to appoint Heidi Moore as Claims Auditor.

5 Aye 0 Nay Motion Carried

6.6 Motion by Roeske, second by Cronk to appoint Heidi Rose as Deputy Claims Auditor.

5 Aye 0 Nay Motion Carried

7. Other Appointments

7.1 Motion by Dean, second by Hatch to appoint Dr. Douglas Mayhle as School Physician.

5 Aye 0 Nay Motion Carried

7.2 Motion by Roeske, second by Hatch to appoint Richardson and Pullen, P.C. as School Attorney.

5 Aye 0 Nay Motion Carried

7.3 Motion by Hatch, second by Dean to appoint Brenda Nolan as Official Bank Signatories.

5 Aye 0 Nay Motion Carried

- 7.4 Motion by Dean, second by Hatch to appoint Thomas Ricketts as Extra-Curricular Treasurer.
5 Aye 0 Nay Motion Carried
- 7.5 Motion by Roeske, second by Hatch to appoint Lynette Folts as Extra-Curricular Accountant.
5 Aye 0 Nay Motion Carried
- 7.6 Motion by Dean, second by Cronk to appoint Thomas Ricketts as Purchasing Agent.
05 Aye 0 Nay Motion Carried
- 7.7 Motion by Hatch, second by Roeske to appoint Thomas Ricketts as Records Management Officer.
5 Aye 0 Nay Motion Carried
- 7.8 Motion by Dean, second by Hatch to appoint Brock, Schechter and Polakoff, LLP as District External (Independent) Auditor.
5 Aye 0 Nay Motion Carried
- 7.9 Motion by Cronk, second by Hatch appoint to Denise Reithmiller as District Internal Auditor.
5 Aye 0 Nay Motion Carried
- 7.10 Motion by Hatch, second by Roeske to appoint Wendy Butler as District Compliance Officer.
5 Aye 0 Nay Motion Carried
- 7.11 Motion by Dean, second by Hatch to appoint William Kelley as Homeless Liaison.
5 Aye 0 Nay Motion Carried
- 7.12 Motion by Roeske, second by Dean to appoint Paul Cronk as FOIL Officer.
5 Aye 0 Nay Motion Carried
- 7.13 Motion by Dean, second by Hatch to appoint Sharon Gayford as Asbestos (LEA) Designee.
5 Aye 0 Nay Motion Carried
- 7.14 Motion by Cronk, second by Hatch to appoint Rachel Coon as Chemical Hygiene Officer.
5 Aye 0 Nay Motion Carried
- 7.15 Motion by Hatch, second by Roeske to appoint Deb Woltag as DASA Co-Coordinator for Prek-5 and Bill Kelley as DASA Co-Coordinator for Grades 6-12.
5 Aye 0 Nay Motion Carried

8. Designations

- 8.1 Motion by Dean, second by Roeske to designated the following as the official depository of funds:

Community Bank NA
Chase Investment

NY Class Investment

5 Aye 0 Nay Motion Carried

- 8.2 Motion by Roeske, second by Hatch to designate the following as the official newspaper of the district:

Olean Times Herald

5 Aye 0 Nay Motion Carried

- 8.3 Motion by Dean, second by Hatch to designate the regular meeting of the Fillmore Central School District Board of Education tentatively scheduled on the third Thursday of each month at 7:00 PM.

August 15, 2013	February 20, 2014
September 19, 2013	March 20, 2014
October 17, 2013	April 17, 2014
November 21, 2013	May 15, 2014
December 19, 2013	June 19, 2014
January 16, 2014	

5 Aye 0 Nay Motion Carried

9. Authorizations

- 9.1 Motion by Hatch, second by Roeske authorizing Ravo Root III as Payroll Certification Agent.

5 Aye 0 Nay Motion Carried

- 9.2 Motion by Cronk, second by Roeske authorizing Kyle Faulkner as Designated Educational Official (DEO).

5 Aye 0 Nay Motion Carried

- 9.3 Motion by dean, second by Hatch authorizing Priscilla Beardsley as Reviewing and Verification Official for the federal Child Nutrition Program.

5 Aye 0 Nay Motion Carried

- 9.4 Motion by Roeske, second by Hatch authorizing Kyle Faulkner as Hearing Official for the federal Child Nutrition Program.

5 Aye 0 Nay Motion Carried

- 9.5 Motion by Hatch, second by Dean authorizing the superintendent to approve all conferences, conventions, and workshop attendance for staff with expenses.

5 Aye 0 Nay Motion Carried

- 9.6 Motion by Cronk, second by Roeske authorizing the Superintendent to apply for Grant in Aid (State and Federal) as appropriate.

5 Aye 0 Nay Motion Carried

10. Other Items

- 10.1 Motion by Hatch, second by Roeske to set the mileage allowance for 2013-2014 to be the established IRS rate as amended from time to time.

5 Aye 0 Nay Motion Carried

- 10.2 Motion by Dean, second by Hatch to approve the School Breakfast and Lunch Prices for 2013-14 as follows:

Student Breakfast	\$	1.00
Student Lunch (K-6)	\$	1.45
Student Lunch (7-12)	\$	1.60

5 Aye 0 Nay Motion Carried

10.3 Motion by Roeske, second by Hatch to approve the Secondary Handbook.

5 Aye 0 Nay Motion Carried

11. Business/Finance

11.1 Business Administrator’s Report

- No treasurers report.
- Internal Audit is scheduled
- Classroom supplies have been ordered for the 13-14 school year.

12. Consent Vote:

- Motion by Hatch, second by Dean to approve the minutes of June 11, 2013 meeting.

5 Aye 0 Nay Motion Carried

13. Old Business

- The next regular meeting is re-scheduled for August 8, 2013 at 7:00 pm.

14. New Business

14.1 Motion by Cronk, second by Hatch to approve the following Cooperative Educational Services:

RESOLVED that the Board of Education of the **Fillmore Central School District** hereby agrees to enter into the attached contract with the Erie 1 BOCES for a three – year period commencing on July 10, 2013 to authorize the Western New York Regional Information Center to furnish certain computer services to the District pursuant to Education Law 1950 (4) (JJ) for an amount not to exceed \$100,468.08 and authorizes 36– monthly payments to be made to Erie 1 BOCES in the amount not to exceed \$2,790.78.

Be it further RESOLVED, that the Board of Education of the **Fillmore Central School District** hereby authorizes the Board President or the District Clerk to execute the contract on behalf of the District.

5 Aye 0 Nay Motion Carried

14.2 Motion by Dean, second by Hatch to accepts the Retainer Agreement between Fillmore Central School and Richardson and Pullen, P.C. Attorneys at Law for the 2013-2014 fiscal year.

5 Aye 0 Nay Motion Carried

14.3 Motion by Hatch, second by Cronk to approve the following resolution:

RESOLVED to select **C & S Companies of Syracuse, NY** as the Energy Performance Contractor Provider for the Fillmore School District for future energy performance project(s) as a result of the Request for Proposal submission process.

5 Aye 0 Nay Motion Carried

14.4 Motion by Cronk, second by Dean to approve the following resolution:

RESOLVED, Regarding the **Energy Project** being implemented by C & S Companies, the Fillmore School Board intends to act as lead agency for the New York State Department

of Environmental Conservation (NYSDEC) **State Environmental Quality Review (SEQR)** process. Pursuant to this process, based on §617.5 (c)(8): {*"routine access of educational institutions, including expansion of existing facilities by less than 10,000 square feet of gross floor area and school closings, but not changes in use related to such closings;"*}, the Board deems this project to be a **Type II action** requiring no further environmental reviews.

5 Aye 0 Nay Motion Carried

14.5 Motion by Hatch, second by Roeske to approve the new District Mission Statement.

"The mission of FCS is to provide a student-centered and community supported learning environment that enables students to achieve personal excellence both academically and behaviorally, and fosters life-long learners who are responsible, caring, and productive citizens."

5 Aye 0 Nay Motion Carried

14.6 Motion by Dean, second by Roeske to approve the new District Vision.

"To be a leading school regionally in: the use of technology as a learning tool, providing diverse learning opportunities, academic performance, and fiscal stability; where all students learn, grow, and succeed."

5 Aye 0 Nay Motion Carried

15. PERSONNEL

15.1 Motion by Cronk, second by Hatch to approve the Instructional Appointment as indicated below:

EMPLOYEE	ASSIGNMENT	CERTIFICATION	SALARY	STATUS	EFFECTIVE DATE
Miranda Earley	Art Teacher	Fine Arts K-12	\$37,250	Probationary Appointment – 3 years	August 26, 2013

Individual listed is fingerprinted and has full clearance for employment

5 Aye 0 Nay Motion Carried

15.2 Motion by Roeske, second by Hatch to approve the Substitute Teacher Appointments as indicated below:

NAME	DEGREE	CERTIFICATION	GRADE LEVEL	SUBJECTS
Michael Campana	Masters	English	All	All
Kimberly Douglas		ELA 7-12	7-12	ELA
Catherine Phillips	Bachelors	Psychology	Any	All

Individuals listed are fingerprinted and have full clearance for employment.

5 Aye 0 Nay Motion Carried

15.3 Motion by Roeske, second by Hatch to approve the Substitute Non-Teacher appointment as indicated below:

NAME	POSITION	EFFECTIVE DATE
Carol Bliss	Substitute Aide	Sept. 1, 2013

Individual listed is fingerprinted and has full clearance for employment

5 Aye 0 Nay Motion Carried

15.4 Motion by Hatch, seconded by Roeske to accept the Retirement and Resignation as indicated below:

EMPLOYEE	POSITION	DATE SUBMITTED	DATE EFFECTIVE	NOTES
Sharon Gayford	Head Custodian	July 5, 2013	September 27, 2013	Retirement
Loraine Belford	Bus Driver	April 26, 2013	May 1, 2013	Resignation

5 Aye 0 Nay Motion Carried

15.5 Motion by Roeske, second by Cronk to approve the Advisor Appointment for 2013-2014 as indicated below:

NAME	ACTIVITY
William Kelley	National Honor Society

5 Aye 0 Nay Motion Carried

15.6 Motion by Dean, second by Roeske to approve the following resolution:

Be It Resolved, that the contract of employment between the District and Superintendent, Ravo Root, is hereby extended, on the terms of the contract, effective July 1, 2013. The President of the Board of Education is authorized and directed to sign said document on behalf of the Board.

5 Aye 0 Nay Motion Carried

16. Addendum

16.1 Motion by Hatch, second by Roeske to add addendums 16.2, 16.3, 16.4 and 16.5 to the Board Agenda on July 11, 2013.

5 Aye 0 Nay Motion Carried

16.2 Motion by Cronk, second by Dean to approve the contract and all terms of the contract between the Fillmore School District and the Fillmore Administrator’s Association, effective July 1, 2013.

5 Aye 0 Nay Motion Carried

16.3 Motion by Roeske, second by Dean to approve the list of broken or outdated technology equipment to be declared as surplus and donated to the NYS School and College e-Waste Program.

5 Aye 0 Nay Motion Carried

16.4 Motion by Hatch, second by Dean to nominate Christine Schnars to continue as the Area 3 Director for the NYS School Board’s Association.

5 Aye 0 Nay Motion Carried

16.5 Motion by Dean, second by Roeske that the Fillmore Central Board of Education affirms its commitment to the existing school motto:

“Enter to Learn, Go Forth to Serve”

5 Aye 0 Nay Motion Carried

17. CSE/CPSE Recommendations

17.1 Having reviewed the recommendations developed by the CSE/CPSE for special education programs and services from June 11, 2012 to June 21, 2012, a motion was made by Hatch, seconded by Roeske to hereby approve said recommendations.

5 Aye 0 Nay Motion Carried

18. Executive Session - NONE

19. Adjournment

A motion was made by Roeske, seconded by Hatch to adjourn the meeting at 10:42 pm.

5 Aye 0 Nay Motion Carried