

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

Reorganizational Meeting Agenda

Wednesday, July 13, 2022 @ 6:30 pm
Conference Room – C117

FUTURE MEETINGS	
August 16, 2022	Board Meeting – 6:30 PM
September 15, 2022	Board Meeting – 6:30 PM

Meeting called to order at 6:35 pm by Dr. Marcus Dean.

PLEDGE OF ALLEGIANCE

Board Members:

Dr. Marcus Dean
Paul Cronk
Faith Roeske, Board Member
Matt Hopkins, Board Member
Darice Mullen, Board Member
Susan Abbott, District Clerk

ADMINISTRATION:

Michael Dodge, Superintendent
Joseph Butler, Business Manager
Chelsey Aylor, PK-6 Principal/Director of Curriculum & Instruction – Absent
Eric Talbot, 7-12 Principal – Absent
Betsy Hardy, Director of Technology – Absent
Krista Lonergan, Director of Special Education – Absent

1. PRELIMINARY MATTERS/PUBLIC COMMENT

- No one was present to make public comments on the Districtwide School Safety Plan.

2. PROGRAMS/PRESENTATIONS - NONE

Newly elected Board of Education member Darice Mullen took the Oath of Faithful Performance.

3. ELECTION OF OFFICERS

4.1 Motion P. Cronk, second F. Roeske to elect Marcus Dean as Board president.

4 - Aye 0 – Nay 1 – Abstain (Dean) Motion Carried

4.2 Motion M. Hopkins, second F. Roeske to elect Paul Cronk as Board Vice President.

4 - Aye 0 - Nay 1 - Abstain (Cronk) Motion Carried

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

- Newly elected Board President Marcus Dean took the Oath of Faithful Performance.
- Newly elected Board Vice President Paul Cronk took the Oath of Faithful Performance.
- District Superintendent Michael Dodge took the Oath of Faithful Performance.

5. APPOINTMENT OF OFFICERS

6.1 Motion M. Hopkins, second P. Cronk to appoint Susan Abbott as District Clerk.

5 - Aye 0 - Nay Motion Carried

6.2 Motion F. Roeske, second M. Hopkins to appoint Deirdre Pfuntner as District Treasurer.

5 - Aye 0 - Nay Motion Carried

6.3 Motion F. Roeske, second P. Cronk to appoint Heidi Rose as Deputy Treasurer.

5 - Aye 0 - Nay Motion Carried

6.4 Motion M. Hopkins, second F. Roeske to appoint Dawn Bentley as Tax Collector.

5 - Aye 0 - Nay Motion Carried

6.5 Motion P. Cronk, second F. Roeske to appoint Michelle Harding as Claims Auditor.

5 - Aye 0 - Nay Motion Carried

6.6 Motion M. Hopkins, second P. Cronk to appoint Jennifer Wilcox as Deputy Claims Auditor.

5 - Aye 0 - Nay Motion Carried

7. DESIGNATIONS

7.1 Motion M. Hopkins, second F. Roeske to appoint the following bank(s) as the official depository of funds:

Community Bank NA
Chase Investment
NY Class Investment

5 - Aye 0 - Nay Motion Carried

- 7.2 Motion D. Mullen, second P. Cronk to designate the following newspaper as the official newspaper of the district:

Olean Times Herald

5 - Aye 0 - Nay Motion Carried

- 7.3 Motion F. Roeske, second M. Hopkins to approve the following regular meeting dates of the Fillmore Central School District Board of Education, tentatively scheduled on the third Thursday of each month at 6:30 PM.

August 18, 2022	February 16, 2023
September 15, 2022	March 16, 2023
October 20, 2022	April 20, 2023
November 17, 2022	May 18, 2023
December 15, 2022	June 15, 2023
January 19, 2023	

5 - Aye 0 - Nay Motion Carried

8. AUTHORIZATIONS

- 8.1 Motion P. Cronk, second F. Roeske to appoint Michael Dodge as Payroll Certification Agent.

5 - Aye 0 - Nay Motion Carried

- 8.2 Motion M. Hopkins, second P. Cronk to appoint Chelsey Aylor as Designated Educational Official (DEO).

5 - Aye 0 - Nay Motion Carried

- 8.3 Motion P. Cronk, second F. Roeske to appoint Priscilla Beardsley as the Reviewing and Verification Official for the Federal Child Nutrition Program.

5 - Aye 0 - Nay Motion Carried

- 8.4 Motion F. Roeske, second D. Mullen to appoint Joseph Butler as Hearing Official for the Federal Child Nutrition Program.

5 - Aye 0 - Nay Motion Carried

- 8.5 Motion D. Mullen, second M. Hopkins to appoint the District Superintendent as authorized to approve all conferences, conventions, and workshop attendance for staff with expenses.

5 - Aye 0 - Nay Motion Carried

- 8.6 Motion P. Cronk, second F. Roeske to appoint the District Superintendent as authorized to apply for Grant in Aid (State and Federal) as appropriate.

5 - Aye 0 - Nay Motion Carried

- 8.7 Motion P. Cronk, second M. Hopkins to appoint the District Superintendent as authorized to approve budget transfers up to \$100,000 within limits prescribed by Commissioner’s Regulation Section 170.2 and Board guidelines.

5 - Aye 0 - Nay Motion Carried

9. OTHER ITEMS

- 9.1 Motion M. Hopkins, second F. Roeske to approve the mileage allowance for 2022-2023 as being the established IRS rate as amended from time to time.

5 - Aye 0 - Nay Motion Carried

- 9.2 Motion M. Hopkins, second P. Cronk to approve School Breakfast and Lunch Prices for 2022-2023 as follows:

These prices are for a second breakfast or lunch

Student Breakfast	\$	1.40
Student Lunch (K-6)	\$	2.10
Student Lunch (7-12)	\$	2.20

5 - Aye 0 - Nay Motion Carried

- 9.3 The next regular meeting is scheduled for August 16, 2022 at 6:30 pm.

10. DISCUSSION/WORK SESSION:

- 10.1 Administrators’ Reports:

Mrs. Aylor, PK-6 Principal

- Mrs. Aylor was absent from the meeting.

Mr. Eric Talbot, 7-12 Principal

- Mr. Talbot was absent from the meeting.

Mrs. Hardy, Director of Technology

- Mrs. Hardy was absent from the meeting.

Mrs. Lonergan, Director of Special Education

- Mrs. Lonergan was absent from the meeting.

- 10.2 Superintendent’s Report: Mr. Dodge

- Mr. Dodge shared his goals that he is working on not only professionally but personally:

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1. Communication- Taking a step back, post-pandemic, to reassess how we communicate as a district, both internally and with our community.
2. Systems Audit- Identify and audit systems within the district to ensure our practices match our written policy/procedures.
3. Personal Goal- Self Improvement

Mr. Dodge also stated that he has asked the administration to set both professional and personal goals for themselves.

- Mr. Dodge said that the 3-8 ELA and Math gap analysis reports have been released by NYS. Mr. Dodge stated that we are still waiting on the regent's exam analysis. Mr. Dodge stated that the administration will be getting back to reviewing this data to have meaningful instructional conversation with faculty members. Mr. Dodge shared that the principals will sit down with each teacher to identify instructional gaps and to create a plan, together, as to how instruction in those areas moving forward.
- Mr. Dodge shared that NYS has informed us that we will be forced to transition to Computer Based Testing in both ELA and Math in the next two years. Mr. Dodge stated that the principals have already begun these conversations with some faculty members specifically about what we need to have/do to make this the smoothest transition possible for our faculty, staff and students. Mr. Dodge said that we have signed up to be a field test school.
- Mr. Dodge stated that Mrs. Lonergan had a parent request for us to have unified sports. Mr. Dodge said that Mrs. Lonergan has started the ball rolling by reaching out to Mr. Beardsley. Mr. Dodge stated that Mrs. Lonergan believes, at this point, we would have 6 students qualify and the two sports that would work are bowling and basketball.
- Mr. Dodge shared that he received a letter from the Executive Director of Section V Athletics, thanking Mr. Beardsley for going "above and beyond" by hosting a neutral site for sectionals.

10.3 Work Session

- Mr. Dodge talked about the corrections made to Policy 7552 – Student Gender Identity. Mr. Dodge said we already have this policy but there are updates that need to be made to it. The Board will vote on this policy at the August meeting.
- Mr. Dodge shared information regarding the next Capital Project that we will be working on in the coming months.

10.4 Board Dialog

- Mr. Hopkins stated that he had been asked why there were no Board members at the 2021 graduation and Mr. Dodge stated because there were still COVID restrictions in place with how many people you could have attend a function even outside.
- Mrs. Roeske shared that she had been asked if there was a certified list of contractors, that the contractor has to pay to get on, that the school uses? Mr. Dodge and Mr. Butler said no there was no such list that the school has.
- Mrs. Mullen asked if the webpage could have a list of the weekly events on it so that community members know what is happening around the school.

11. BUSINESS/FINANCE

11.1 Business Administrator's Report

- Mr. Butler shared his monthly news & notes with the Board.
- Mr. Butler stated that this meeting is too close to the end of the fiscal year to have the reports ready.
- Mr. Butler shared the Treasurer's Report.
- Mr. Butler talked about the BOCE Cooperative Bid resolution, the SEQR resolution and the service provider contracts that the Board will be voting on later in the meeting.

11.2 Motion M. Hopkins, second P. Cronk to accept the Treasurer's Reports.

5 - Aye 0 - Nay Motion Carried

12. EXECUTIVE SESSION

12.1 Motion by F. Roeske, seconded by M. Hopkins for the board to enter into Executive Session at 7:35 pm to discuss matters leading to the appointment and possible employment of personnel along with a labor relations matter consistent with purposes specified in the open meeting law.

5 - Aye 0 - Nay Motion Carried

12.2 Motion by P. Cronk, seconded by M. Hopkins for the board to move out of Executive Session at 7:56 pm and regular meeting resumed.

5 - Aye 0 - Nay Motion Carried

13. CONSENT VOTE

13.1 The Board of Education accepts and approves of:

13.1.1 The Board of Education accepts and approves of the Board Meeting Minutes of the June 21st meeting.

13.1.2 The Board of Education approves the recommendations developed by the CSE/CPSE for special education programs and services from June 22 to July 13, 2022, the BOE hereby approves said recommendations.

13.1.3 School Physician: Dr. Douglas Mayhle

13.1.4 School Attorney: Richardson, Pullen & Buck, P.C.

13.1.5 Official Bank Signatory: Deirdre Pfuntner

13.1.6 Extra-Curricular Treasurer: Joseph Butler

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- 13.1.7 Extra-Curricular Accountant: Heidi Rose (\$2,000 stipend)
- 13.1.8 Purchasing Agent: Joseph Butler
- 13.1.9 Deputy Purchasing Agent: Michael Dodge
- 13.1.10 Payroll Authorization: Michael Dodge
- 13.1.11 Records Management Officer: Joseph Butler
- 13.1.12 District External (Independent) Auditor: R.A. Mercer
- 13.1.13 District Internal Auditor: CA BOCES Assigned Staff- TBD
- 13.1.14 District Compliance Officer: Chelsey Aylor
- 13.1.15 Homeless Liaison: Kassandra Bailey
- 13.1.16 FOIL Officer: Susan Abbott
- 13.1.17 Asbestos (LEA) Designee: Matt Beardsley
- 13.1.18 School Pesticide Officer: Matt Beardsley
- 13.1.19 Chemical Hygiene Officer: Rachel Coon
- 13.1.20 Copyright Officer: Chelsey Aylor
- 13.1.21 DASA Coordinator: Stephanie Cook (Grades PK-12)
- 13.1.22 Civil Rights Compliance Officer: Chelsey Aylor
- 13.1.23 Title IX Coordinators: Chelsey Aylor and Eric Talbot
- 13.1.24 Execute Contracts on Behalf of the District with BOCES: Michael Dodge
- 13.1.25 Data Protection Officer: Betsy Hardy
- 13.1.26 ESL Coordinator: Krista Lonergan
- 13.1.27 Chief Information Officer: Betsy Hardy
- 13.1.28 Neglected/Delinquent Transition Liaison: Stephanie Cook
- 13.1.29 Foster Care Student Point of Contact: Kassandra Bailey
- 13.1.30 Migrant Student Data Point of Contact: Betsy Hardy
- 13.1.31 CSE Chairperson: Krista Lonergan

13.1.32 CSE Alternate: Chelsey Aylor

13.1.33 The Board of Education moves to add addendums 13.1.34 and 17.10 to this meeting agenda.

13.1.34 CSE Alternate #2: Bonnie Wagner

Motion by F. Roeske Seconded by P. Cronk

5 - Aye 0 - Nay Motion Carried

14. OLD BUSINESS - NONE

15. NEW BUSINESS

15.1 Motion by D. Mullen, second by F. Roeske, 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 2022-23 fiscal year.

5 - Aye 0 - Nay Motion Carried

15.2 Motion by P. Cronk, second by M. Hopkins, to accept the Retainer Agreement between Fillmore Central School and Richardson, Pullen & Buck, P.C. Attorneys at Law for the 2022-2023 fiscal year.

5 - Aye 0 - Nay Motion Carried

15.3 Motion by P. Cronk, second by F. Roeske, to approve the hourly increase for legal services from Hodgson Russ Attorneys for the 2022-2023 fiscal year.

5 - Aye 0 - Nay Motion Carried

15.4 Motion by F. Roeske, second by M. Hopkins, to approve the following Cooperative Purchasing Annual Resolution:

WHEREAS, It is the plan of a number of public school districts in Cattaraugus County and Allegany County, New York, to bid jointly for **various supplies, commodities, and/or services in the 2022-2023 fiscal year, and**

WHEREAS, The Fillmore Central School District is desirous of participating with other school districts in Cattaraugus and Allegany Counties in the joint bidding of all or some of the supplies, commodities, and/or services as mentioned above, as authorized by General Municipal Law, Section 119-0, and as determined by district need, and

WHEREAS, The Board of Cooperative Educational Services and Boards of Education wish to appoint a committee to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting of the results

to the Board of Cooperative Educational Services and Boards of Education and making recommendations thereon; therefore,

BE IT RESOLVED, That the Fillmore Central School Board of Education hereby appoints the Cattaraugus-Allegany-Erie-Wyoming Board of Cooperative Educational Services to represent it in all matters related above, and,

BE IT FURTHER RESOLVED, That the Fillmore Central School Board of Education authorizes the above-mentioned committee to represent it in all matters leading up to the entering into a contract for the purchase of the above-mentioned supplies, commodities, and/or services, and,

BE IT FURTHER RESOLVED, That the Fillmore Central School Board of Education agrees to assume its equitable share of the costs of the cooperative bidding, and,

BE IT FURTHER RESOLVED, That the Fillmore Central School Board of Education agrees (1) to abide by the majority decisions of the participating districts on quality standards; (2) that unless all bids are rejected, it will award contracts according to the recommendations of the committee; (3) that after award of contract(s) it will conduct all negotiations with the successful bidder(s).

5 - Aye 0 - Nay Motion Carried

- 15.5 The following resolution was offered by F. Roeske, who moved its adoption, and seconded by D. Mullen, to wit:

WHEREAS, the Fillmore Central School District, in an effort to improve its educational facilities, has initiated a Capital Outlay Project; and

WHEREAS, on July 13, 2022, the Fillmore Central School District Board of Education took action to proceed with said project; and

WHEREAS, the project estimates for the interior and exterior door replacement at the bus garage furnished by CPL provides a detailed description of the proposed Capital Outlay Project with a total project cost not to exceed \$100,000.00;

NOW, THEREFORE, BE IT RESOLVED, that the Fillmore Central School District will serve as the Lead Agency in the SEQR review for the proposed 2022 Capital Outlay Project for the Fillmore Central School District.

5 - Aye 0 - Nay Motion Carried

- 15.6 The following resolution was offered by M. Hopkins, who moved its adoption, and seconded by P. Cronk, to wit:

WHEREAS, the Fillmore Central School District has designated itself to serve as the Lead Agency for the purpose of implementing the SEQR review of the proposed 2022 Capital Outlay Project; and

WHEREAS, the Board of Education of the Fillmore Central School District has considered and reviewed the detailed information provided by CPL regarding the

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2022 Capital Outlay Project and has determined that the proposed project qualifies as a Type 2 action for the purposes of SEQRA,

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Board of Education of the Fillmore Central School District, serving as Lead Agency for the 2022 Capital Outlay Project hereby determines that the proposed project is a "Type 2" action, for the purposes of SEQRA;
2. That as a result of this determination the 2022 Capital Outlay Project qualifies to proceed without any other SEQRA determinations or actions, and fully satisfies SEQRA requirements as of this time.

5 - Aye 0 - Nay Motion Carried

- 15.7 Motion by F. Roeske, second by D. Mullen, to approve a contract between Fillmore Central School and Jaime Beardsley to provide speech-language services for our students from 07/11/2022 – 08/31/2022 at a rate of \$50 per individual, 30-minute session.

5 - Aye 0 - Nay Motion Carried

- 15.8 Motion by M. Hopkins, second by P. Cronk, to approve a contract between Fillmore Central School and Brandi Duvall to provide occupational therapy services for our students from 07/05/2022 – 08/12/2022 at a rate of \$60 per individual, 30-minute session.

5 - Aye 0 - Nay Motion Carried

- 15.9 Motion by D. Mullen, second by P. Cronk, to approve the following resolution:

RESOLVED, By the Fillmore Central School Board of Education of Fillmore Central School District that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein. FURTHER RESOLVED, that in accordance with Article 57-A: (a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein; (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods

5 - Aye 0 - Nay Motion Carried

16. EXECUTIVE SESSION -NONE

17. PERSONNEL

- 17.1 Motion by M. Hopkins, second by F. Roeske, to approve the following Coaching/Advisor Appointments for 2022-2023:

BASEBALL	BOYS	BOOKKEEPER/PITCH COUNT	Jen Austin
SOCCER	BOYS	TIMER/SCBK	Jamie Mullen
DRAMA ELEM	BOYS/GIRLS	ASSISTANT	Wendy Clark
STUDENT COUN	BOYS/GIRLS	ADVISOR – H/S	Carol Hannon

5 - Aye 0 - Nay Motion Carried

- 17.2 Motion by F. Roeske, second by M. Hopkins, to approve the following Non-Instructional Appointments:

NAME	POSITION	EFFECTIVE DATE
John Bendzus	Substitute Bus Driver	7-14-22
Monica Murphy	Full-Time Bus Driver	7-14-22

Individuals listed are fingerprinted and have full clearance for employment.

5 - Aye 0 - Nay Motion Carried

- 17.3 Upon the recommendation of the Superintendent and on motion of P. Cronk and seconded by F. Roeske, Jennifer Wilcox is hereby appointed to the position of Typist (Special Education/Guidance Office Secretary) effective July 14, 2022.

5 - Aye 0 - Nay Motion Carried

- 17.4 Acting on the recommendation of the Superintendent – Motion made by M. Hopkins, seconded by P. Cronk - BE IT RESOLVED that the Board of Education of Fillmore Central School District creates one full-time (10-month) civil service position of Director of Security position effective immediately. Requirements of this position shall include NYSED fingerprint clearance, completion of Armed Guard Training requirements under New York State General Business Law, and approval of the Armed Security Guard application by the New York State Division of Licensing.

5 - Aye 0 - Nay Motion Carried

- 17.5 Acting on the recommendation of the Superintendent – Motion made by M. Hopkins, seconded by P. Cronk - BE IT RESOLVED that the Board of Education of Fillmore Central School District appoints Karen Skipper to the Civil Service position of Director of Security position effective upon the NYSED fingerprint clearance, completion of the Armed Guard Training requirements under New York State General Business Law, and approval of Armed Security Guard application by the New York State Division of Licensing. There is a twelve-month probationary period. This is a ten-month Civil Service position and Karen Skipper must meet the Civil Service requirements. The rate of pay shall be \$50,000.00 annually, pro-rated for the 2022-2023 school year, with benefits as outlined in the Confidential/ Managerial Agreement.

5 - Aye 0 - Nay Motion Carried

17.6 Motion by F. Roeske, second by P. Cronk, to approve the contract between Fillmore Central School and Carol McCarville to provide services appropriate to the instructional, professional and program needs of the District from 07/01/2022 thru 06/30/2023 at a rate of \$35 per hour plus mileage.

5 - Aye 0 - Nay Motion Carried

17.7 Upon the recommendation of the Superintendent and on motion of P. Cronk and seconded by M. Hopkins, the Board of Education of the Fillmore Central School District approves the funding and ratification of the terms negotiated between the Fillmore Central School District and the Fillmore CSEA Unit. The Collective Bargaining Agreement will be effective July 1, 2022 through June 30, 2026. The Superintendent shall have authority on behalf of the Board of Education to acknowledge the agreement accordingly.

5 - Aye 0 - Nay Motion Carried

17.8 Motion by F. Roeske, second by P. Cronk, to create a position of Sound and Lighting Assistant, at an hourly rate of \$15, for the coverage of non-school related events in the auditorium that require the use of sound and lights.

5 - Aye 0 - Nay Motion Carried

17.9 Motion by M. Hopkins, second by D. Mullen, to authorize the terms and conditions of employment for Chad Potter, Supervisor of Transportation, as presented to the Board and authorizes the Superintendent to acknowledge those terms and conditions on behalf of the District.

Motion by _____ Seconded by _____

5 - Aye 0 - Nay Motion Carried

17.10 Motion by F. Roeske, second by P. Cronk, to accept the following resignation:

EMPLOYEE	POSITION	DATE SUBMITTED	DATE EFFECTIVE
Molly Heaney	Secondary Math Teacher	7-13-22	7-13-22

5 - Aye 0 - Nay Motion Carried

18. ADJOURNMENT

18.1 Motion F. Roeske, second P. Cronk that the board adjourn the meeting at 8:16 pm.

5 - Aye 0 - Nay Motion Carried

Respectively submitted,

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Susan Abbott
District Clerk