

MINUTES of the Reorganization/Business Meeting of the Board of Education of the West Irondequoit Central School District, Town of Irondequoit, Monroe County, New York held Tuesday, July 7, 2015, in the District Office, 321 List Avenue, Rochester, NY

BOARD MEMBERS PRESENT: M. Burns, A. Cunningham, B. Evans, M. Seeley, J. Shafer, M. Steckley, J. Vay

ALSO PRESENT: J. Brennan, J. Crane, S. Ertel, K. Finter, P. Kelly, C. Miga, T. Terranova

Visitors: As per Sign In sheet

CALL TO ORDER

Mrs. Kelly called the meeting to order at 5:30 p.m. with the pledge of allegiance.

APPOINTMENT OF TEMPORARY CHAIRPERSON OF MEETING

Mrs. Kelly asked for a motion to appoint Mr. Crane as temporary chairperson.

Motion made by Mr. Vay seconded by Mr. Seeley to appoint Mr. Crane as Temporary Chairperson.

Motion Carried: 4-0-0

APPROVAL OF AGENDA

Motion made by Mr. Seeley with a second by Mr. Vay to approve the agenda as amended.

Motion Carried: 4-0-0

SUPERINTENDENT'S REPORT

Mrs. DePeters, President of the WIF presented a check the amount of \$12,262.50 to the District. The check will be used to purchase a second kiln, iPads for school counselors and professional development for incoming freshman programs. Mrs. DePeters also thanked the residents of Irondequoit for their support. NYSSBA Executive Director Tim Kremer attended the meeting to review the services and resources that the New York State School Boards Association can provide to the WICSD. Lastly, Mr. Crane shared the Board of Education, Administrators', and Superintendent's summer reading titled "The Multiplier Effect" and the importance of leadership development.

ORGANIZATION OF THE BOARD

A. Oath of Office for New Board Member

Mrs. Kelly administered the oath of office to new board members Mr. Evans, Dr. Shafer and Dr. Steckley.

B. Election of President of the Board of Education, 2015-16

Mr. Crane asked for a motion for nominations for the office of the President.

Motion made by Mrs. Cunningham with a second by Mr. Seeley that Mrs. Burns be nominated.

Mr. Crane asked for any further nominations.

Motion made by Dr. Shafer with a second by Dr. Steckley that Mr. Evans be nominated.

There being no further nominations, Mr. Crane called for a vote.

Those in favor of Mrs. Burns for President.

Mrs. Burns
Mrs. Cunningham
Mr. Seeley
Mr. Vay

Those in favor of Mr. Evans for President.

Mr. Evans
Dr. Shafer
Dr. Steckley

Motion made by Mrs. Cunningham with a second by Mr. Vay that Mrs. Burns be elected as the President of the West Irondequoit Board of Education for the 2015-16 school year.

Motion carried: 7-0-0

C. Oath of Office for President

Mrs. Kelly administered the oath of office for President to Mrs. Burns.

Following the election, President Burns took over as Chairperson.

D. Election of Vice-President of the Board of Education, 2015-16

President Burns asked for a motion for nominations for the office of Vice President.

Motion made by Mr. Seeley with a second by Mrs. Cunningham that Mr. Vay be nominated.

President Burns asked for any further nominations.

Motion made by Dr. Steckley with a second by Dr. Shafer that Mr. Evans be nominated.

There being no further nominations, President Burns called for a vote.

Those in favor of Mr. Vay for Vice President.

Mrs. Burns
Mrs. Cunningham
Mr. Seeley
Mr. Vay

Those in favor of Mr. Evans for Vice President.

Mr. Evans
Dr. Shafer
Dr. Steckley

Motion made by Mr. Seeley with a second by Mrs. Cunningham that Mr. Vay be elected as the Vice President of the West Irondequoit Board of Education for the 2015-16 school year.

Motion Carried 7-0-0

E. Oath of Office for Vice-President

Mrs. Kelly administered the oath of office for Vice President to Mr. Vay.

F. Authorizations/Appointments/Designations/Re-Adoptions for 2015-16 School Year

1. Authorization to establish the following petty cash funds, custodians, and amounts:

<u><i>Building</i></u>	<u><i>Amount</i></u>	<u><i>Custodian</i></u>
Briarwood	\$100	Diane Stout
Brookview	\$100	Bonnie Ritzman
Colebrook	\$100	Mary Hyman-Nicoll
Community Education	\$100	Barbara Reardon
Dake Junior High	\$100	Sue Goodlein
Dake-Cafeteria	\$120	Betsy LoGiudice
District Office	\$100	Susan Bottazzo
Environmental Services	\$100	Gwynne Balcer
Helmer Nature Center	\$100	Karen Mazzola
IHS-Athletics Office	\$50	Anthony Lipani
IHS-Bookstore	\$50	Mary Greenblatt
IHS-Cafeteria	\$200	Betsy LoGiudice
IHS-Music	\$100	Steve Zugelder
Irondequoit High School	\$100	Sandy Nelson
Iroquois Middle School	\$100	Andria Mikiciuk
Iroquois-Cafeteria	\$25	Betsy LoGiudice
Listwood	\$100	Pam Iannone
Pupil Personnel Services	\$100	Barb Speed
Rogers Middle School	\$100	Fran DiPrima
Rogers-Cafeteria	\$25	Betsy LoGiudice
Seneca	\$100	Kim Gagarinas
Southlawn	\$100	Melissa Vella
Technology	\$100	Scott Ertel
K-3 Buildings Breakfast Program (\$25 ea.)	\$150	Betsy LoGiudice

2. Appointment of Patricia Kelly as Secretary to the Superintendent/School District Clerk.

3. Appointment of Susan Bottazzo as Deputy School District Clerk.

4. Appointment of Gregory Pheterson as School District Treasurer.
5. Appointment of James Brennan as Deputy Treasurer.
6. Appointment of Patricia Hartman as Internal Claims Auditor.
7. Appointment of Rotenberg and Co., LLC as Internal Auditor.
8. Appointment of Audit Committee Members (The Board of Education as a whole).
9. Designation of Freed Maxick & Battaglia as External Auditor (Independent).
10. Designation of Harris Beach as legal counsel.
11. Designation of Clark Patterson Lee as architect.
12. Designation of Assistant Superintendent for Finance as Purchasing Agent.
13. Designation of Deputy Superintendent as alternate Purchasing Agent.
14. Designation of Deputy Superintendent as Records Access Officer.
15. Designation of Assistant Superintendent for Finance as alternate Records Access Officer.
16. Designation of Assistant Superintendent for Finance as Census Enumerator.
17. Designation of Deputy Superintendent as alternate Census Enumerators.
18. Designation of WorkFit Medical, 1160 Chili Avenue, Suite 100, Rochester, NY 14624, as district physician and Dr. Lawrence Denk as school physician.
19. Designation of Dr. Rajendra Singh as district psychiatrist.
20. Designation of Patricia Hartman as Medicaid Compliance Officer.
21. Designation of Deputy Superintendent and Director of Student Services as Title IX Compliance Officers (Harassment Complaint Officer).
22. Designation of Assistant Superintendent from Finance, K-6 Director of Instruction or 7-12 Director of Instruction as alternate Title IX Compliance Officers (Harassment Complaint Officer).
23. Designation of Assistant Superintendent for Finance as individual to approve free and reduced lunch applications.
24. Designation of Deputy Superintendent as alternate individual to approve free and reduced lunch applications.

25. Designation of Assistant Superintendent for Finance to authorize the Free and Reduced Lunch Program.
26. Designation of Deputy Superintendent as alternate to authorize the Free and Reduced Lunch Program.
27. Designation of Jeffrey Rahn as asbestos designee.
28. Designation of Alphonse DiNoto as Energy Manager.
29. Designation of Jennifer Brooker as Chemical Hygiene Officer
30. Designation of Jeffrey Rahn as alternate Chemical Hygiene Officer
31. Establishment of the following banks as official depositories of district funds:

JP Morgan Chase Bank	M & T Bank
Bank of America	Citibank
First Niagara	MBIA Class
Key Bank	
32. Set the following bonding level for staff/officers:
Blanket limit of \$3,000,000 per loss.
33. Designation of the ROCHESTER BUSINESS JOURNAL as the official newspaper.
34. Designation of individuals to serve as Impartial Hearing Officers for the 2015-2016 school year as listed on the district-specific list of Impartial Hearing Officers as maintained by the New York State Education Department's Impartial Hearing Reporting System (IHRS), as required in Section 200.5 of the Regulations of the Commissioner of Education.
35. Authorization of Board of Education President or Vice-President to approve Impartial Hearing Officer.
36. Designation of Susan Flood as individual to propose amendments to a student's IEP on behalf of the School District.
37. Designation of Susan Flood as Section 504 Compliance officer.
38. Authorization of the Assistant Superintendent for Finance to certify payrolls.
39. Authorization of Deputy Superintendent as alternate to certify payrolls.
40. Authorize use of electronic signature cards for checks.
41. Authorization of the Superintendent of Schools or his /her designee to approve the attendance of staff members at professional conferences in advance of such conferences. (General Municipal Law, Section 77-b)

42. That non-resident tuition rates for the 2015-2016 school year be established at the rate as set by SED guidelines.
43. Set the mileage reimbursement rate at the same rate set by the Internal Revenue Service and as amended from time to time.
44. Extraclassroom central treasurers, granting permission to sign extraclassroom account checks, as follows:

<u>Area</u>	<u>Custodian</u>
IHS	Douglas Lauf
Dake	Matthew Schrage
Iroquois	Charles Miller
Rogers	Dennis DesRosiers
45. Authorization to Mary Greenblatt as custodian of the Irondequoit High School Campus Bank Account.
46. Re-adoption of Policies and Code of Ethics.
47. Re-adoption of the District-Wide School Safety Plan.
48. Re-adoption of the Code of Conduct.
49. Dignity of All Students Compliance Officers, Deputy Superintendent and Director of Student Services.
50. Dignity of All Students Alternate Compliance Officers, Assistant Superintendent for Finance, K-6 Director of Instruction or 7-12 Director of Instruction.
51. Dignity of All Students – Dignity Act Coordinator – The coordinator for each school building will be the principal.

Upon motion by Mr. Seeley with a second by Mrs. Cunningham the following resolution was offered:

BE IT RESOLVED that the following consensus agenda for the Authorizations/Appointments/Designations/Re-adoptions for the 2015-2016 fiscal year be approved as presented.

Motion Carried: 7-0-0

- G. Oath of Office of District Clerk
President Burns administered the oath of office for District Clerk to Mrs. Kelly.
- H. Filing of Oaths of Office by President, Vice-President, Newly Elected Board Members, Clerk, Treasurer, and Claims Auditor
Mrs. Kelly noted that oaths of office have been filed.

- I. Board Members serving as Liaisons to Various Committees and Buildings
Upon motion by Mr. Evans with a second by Mr. Vay the following resolution was offered:

BE IT RESOLVED, that the 2015-16 list of Board Liaison placements be approved as presented.

Motion Carried: 6-0-1
Dr. Shafer abstained

ACCEPTANCE OF MINUTES:

Upon motion made by Mrs. Cunningham with a second by Mr. Vay the following resolution was offered:

BE IT RESOLVED, that the minutes of the June 18, 2015 Audit Committee, Code of Conduct Public Hearing and Business Meeting, be accepted as presented.

Motion Carried: 4-0-3
Mr. Evans abstained
Dr. Shafer abstained
Dr. Steckley abstained

PUBLIC COMMENT

None.	
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REPORT OF THE TREASURER

No Report.

REPORT OF LEADERSHIP STAFF

Personnel

1. Resignations/Appointments/Other

Upon motion by Mr. Seeley with a second by Mrs. Cunningham the following resolution was offered:

BE IT RESOLVED, that the personnel agenda dated July 7, 2015, as recommended by the Superintendent of Schools, be approved as presented.

Motion Carried: 7-0-0

2. Revised Personnel Addendum B

Upon motion by Mr. Vay with a second by Mr. Seeley the following resolution was offered:

BE IT RESOLVED, that revised Personnel Addendum B dated July 7, 2015, as recommended by the Superintendent of Schools, be approved as presented.

Motion Carried: 7-0-0

Business

1. Audit Committee

Mr. Brennan reported that he is working with our Internal Auditor from EFP Rotenberg to schedule an Audit Committee meeting to review the Internal Audit and Risk Assessment in late July or early August.

2. Facilities Plan

Mr. Brennan reported that the Facilities Committee will be reviewing bids and anticipate recommendation to the Board in August.

Pupil Personnel Services

1. Committee on Special Education and Pre-School

Upon motion by Mrs. Cunningham with a second by Dr. Steckley the following resolution was offered:

BE IT RESOLVED, that the appointment of the 2015-2016 Committee on Special Education and Pre-School Committee on Special Education be approved as presented.

Motion Carried: 7-0-0

2. Recommendation of the Committee on Special Education

Upon motion by Mr. Seeley with a second by Mrs. Cunningham the following resolution was offered:

BE IT RESOLVED, that the recommendations of the Committee on Special Education dated July 7, 2015 for the 2014-15 and 2015-16 school years be approved as presented.

Motion Carried: 7-0-0

OLD BUSINESS

A. Approval of Annual Professional Performance Review Plan

Upon motion by Mr. Vay with a second by Dr. Steckley the following resolution was offered:

BE IT RESOLVED, that the Annual Professional Performance Plan for the 2015-16 school year be approved as presented.

Motion Carried: 7-0-0

B. Approval of Project Save

Upon motion by Mr. Seeley with a second by Mrs. Cunningham the following resolution was offered:

BE IT RESOLVED, that Project SAVE for the 2015-16 school year be approved as presented.

Motion Carried: 7-0-0

NEW BUSINESS

A. Standard Work Day Resolutions

- 1. West Irondequoit Central School District Standard Work Day by Position
Upon motion by Mr. Vay with a second by Mrs. Cunningham the following resolution was offered:

BE IT RESOLVED, that the West Irondequoit Central School District establishes the following Standard Work Day by Position for the 2015-2016 School Year.

Cafeteria Staff	
Food Service Helpers	6.0
All others	6.25-8.0 (Contract Hours)
Clerical (Including Help Desk Assistant and Confidential Staff)	
All Positions	7.5
Maintenance	
All Positions	8.0
Teacher Aides	
Part time	6.0
All others	6.25-8.0 (Contract Hours)
Civil Service reportable Administrative Staff, Directors, Technology, Athletics	
All Positions	7.5-8.0
On Call School Aides (not board appointed)	
All Positions	6.0
Support Staff (School Nurse, OT, PT, Etc.)	
All Positions	6.0-7.5

Motion Carried: 7-0-0

- 2. Standard Work Day for Appointed Employees 2015-16
Upon motion by Mr. Seeley with a second by Dr. Steckley the following resolution was offered:

BE IT RESOLVED, that the West Irondequoit Central School District, location code 72619, hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials to the clerk of this body:

<u>Title</u>	<u>Standard Work Day (hrs/day)</u>
Treasurer	7.5
Board Clerk	7.5

Motion Carried: 7-0-0

B. 2015-16 Transportation Contracts

1. Contract Transportation

Upon motion by Mr. Evans with a second by Mr. Seeley the following resolution was offered:

BE IT RESOLVED, that the following Transportation Contracts for the 2015-16 fiscal year be approved as presented.

First Student – Based upon 185 school days		
	<u>Rate (per bus/day)</u>	<u>Annualized</u>
Regular School Transportation	\$265.57	\$491,304.50
Out of District		
Private/Parochial (2 vehicles)	\$261.58	\$96,784.60
Private/Parochial (PM only)	\$176.20	\$32,597.00
Handicapped Transportation		
Regular Van (14 vehicles)	\$303.68	\$786,531.20
Wheelchair (3 vehicles)	\$322.67	\$179,081.85
Monitor (per day)	\$80.00	\$73,124.00
Noon (2 vehicles)	\$67.90	\$25,123.00
6 Noon Buses	\$67.90	\$75,369.00
Summer Lab Shuttle	\$180.00	\$2,700.00
Monroe – Based upon 185 school days		
2 Dake Buses	\$235.00	\$86,950.00
1 Votech bus to BOCES	\$250.00	\$46,250.00
East Irondequoit Central School District		
Private/Parochial (common schools)	\$165.91 (per student/month)	\$131,068.90

Motion Carried: 7-0-0

2. Summer Transportation

Upon motion by Mrs. Cunningham with a second by Mr. Vay the following resolution was offered:

BE IT RESOLVED, that the following Summer Transportation Contract for the 2015-16 fiscal year be approved as presented.

First Student – Based upon 30 school days		
	<u>Rate (per bus/day)</u>	<u>Annualized</u>
Handicapped Transportation		
In-District (6 vehicles)	\$303.68	\$54,662.40
Out-of-District (4 vehicles)	\$322.67	\$38,720.40
Monitor (per day) (x9)	\$80.00	\$21,600.00
TOTAL		\$114,982.80

Motion Carried: 7-0-0

C. Independent Consultant Contracts

1. Stewart Agor
2. Ronald Cooper
3. Larry Denk M.D.
4. Rita Dulaney
5. Mary Lou Popolizio
6. Ruffel Reimbursement

Upon motion by Mr. Seeley with a second by Mrs. Cunningham the following resolution was offered:

BE IT RESOLVED, that the Independent Consultant Contracts for services for the 2015-16 school year as outlined in the individual agreements be approved as presented.

Motion Carried: 7-0-0

D. Approval of 2015-16 Lunch/Milk Prices

<u>Meal</u>	<u>2014-15 Price</u>	<u>2015-16 Price</u>
Breakfast	\$1.50	\$1.60
Milk	\$0.50	\$0.50
Reduced Price Lunch	\$0.25	\$0.25
Full-Price Student Lunch	\$2.55	\$2.55
Adult Lunch	\$3.75	\$3.85

Upon motion by Mr. Vay with a second by Dr. Steckley the following resolution was offered:

BE IT RESOLVED, that the breakfast, milk and lunch prices for 2015-16 be approved as presented.

Motion Carried: 7-0-0

E. Child Safety Zone Transportation

Upon motion by Mrs. Cunningham with a second by Mr. Seeley the following resolution was offered:

BE IT RESOLVED, that the portion of Oakridge Drive, between Scotch Lane and Pinegrove Avenue, all of Scotch Lane and all of Tyringham Road be declared a Child Safety Zone under Education Law §3635-b.

Motion Carried: 7-0-0

F. Revised Policies

1. #3413 Discrimination, Harassment and the Dignity for all Students Act
2. #7320 – Alcohol and/or Other Drugs

Motion made by Mr. Vay with a second by Mrs. Cunningham to change from review policies to approval of policies.

Motion Carried: 7-0-0

Upon motion by Mr. Vay with a second by Mr. Seeley the following resolution was offered:

BE IT RESOLVED, that revised policies #3413 Discrimination, Harassment and the Dignity for all Students Act and #7320 Alcohol and/or Other Drugs be approved as presented.

Motion Carried: 7-0-0

G. Revised 2015-16 School Calendar

Upon motion by Mr. Vay with a second by Dr. Steckley the following resolutions was offered:

BE IT RESOLVED, that the revised 2015-16 school calendar dated July 7, 2015 be approved as presented.

Motion Carried: 7-0-0

H. Proposed Field Trip

Upon motion by Mr. Seeley with a second by Dr. Steckley the following resolutions was offered:

BE IT RESOLVED, that the field trip to Washington, D. C. on June 23 – June 25, 2016 at no cost to the District be approved as presented.

Motion Carried: 7-0-0

I. Requests for Future Agenda Items

Discussion occurred indicating that Board members should not hesitate to communicate any future agenda items for Board discussion.

REPORT OF THE PRESIDENT

Committee Reports/Correspondence

Mrs. Burns	Mrs. Burns thanked Mrs. Cunningham for her leadership on the Board and read a quote from Peter Drucker about leaders who work most effectively never say I, they think us or team.
Mrs. Cunningham	No Report.
Mr. Evans	No Report.
Mr. Seeley	Mr. Seeley reported that he attended graduation and the very positive feedback about the quality and the good conduct.
Dr. Shafer	No Report.
Dr. Steckley	No Report.
Mr. Vay	No Report.
Mr. Crane	No Report.

Review of Board Study Sessions and Future Meetings

Board Workshop	Thursday, August 20, 2015	9:00 a.m.	District Office
Regular Meeting	Thursday, August 20, 2015	5:30 p.m.	District Office

EXECUTIVE SESSION

Upon motion by Mr. Vay with a second by Mr. Seeley the Board adjourned into Executive Session at 7:42 p.m. to discuss the negotiations of WIAA and WITA.

The Board returned to open session at 8:54 p.m.

ADJOURNMENT

There being no further business, the meeting was unanimously adjourned at 8:54 p.m. following a motion by Mr. Vay with a second by Mr. Seeley.

Respectfully submitted,

Patricia Kelly
School District Clerk

(Copies of all above-mentioned actions are filed with the supplemental file of the minutes of the meeting.)