

The Heuvelton Central School Board of Education met in the Multi-Media Room on Tuesday, July 2, 2013, for the purpose of reorganization and selection of officers and officials for the school year 2013-2014.

The Meeting was called to order by the District Clerk Tessa E. Herron at 7:03 p.m.

Members present: Darcy Backus, Michael Davis, Dennis Durant, Andrew Martin, Michelle McGaw and Thomas Nichols

Members absent: Keith Carmany

Also present: Susan Todd, Superintendent; Michael Robinson Assistant Business Manager, and Tessa Herron, District Clerk.

Guests: None

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| 13-01 | Motion #1
Agenda | To adopt the revised agenda.
Moved: Durant Seconded: Martin
Six present, six ayes. Carried |
| 13-02 | Motion #2
Consent Agenda | <p>To approve the items for adoption on the consent agenda for the July 2, 2013 meeting with amendments to changing the time from 7:00 to 6:30 p.m. for Board meetings and the Audit Committee to remove Dennis Durant and include Thomas Nichols which included:</p> <ul style="list-style-type: none"> • To appoint the Town of Oswegatchie Town Clerk, Vicki Thornhill, as District Tax Collector at a stipend of 2,200 for the period July 1, 2013 through June 30, 2014. (A133301600000) • To appoint the firm of Furgison & Co., C.P.A., PC, as the District's Independent Auditor for the period July 1, 2013 through June 30, 2014 at a stipend of \$11,410. (A13204182300) • To appoint Tessa Herron as Central Treasurer – Extra-Classroom Activity Fund Account for the period July 1, 2013 through June 30, 2014 at a stipend of \$2,700. • To appoint the Superintendent of Schools as Treasurer and the Secretary to the Superintendent of Schools as Deputy Treasurer of the District's Scholarship Funds for the period July 1, 2013 through June 30, 2014. • To appoint Marianne Weldon as Census Enumerator for the period July 1, 2013 through June 30, 2014. (A8070160000) • To appoint Dr. Prasad Yitta as School Physician for the period July 1, 2013 through June 30, 2014 at a stipend of \$200 per month. (A28154000000 - \$2,000/A55104182600 - \$400) • To appoint Nancy Merkley, FNP-C to provide medical services to the Heuvelton Central School District for the 2013-2014 school year at a stipend of \$8,840. (A28154000000 - \$6760.00/A55104182600 - \$2080) • To appoint Susan Bouchey as the District's Chairperson for the Committee on Special Education and Chairperson for the Committee on Preschool Special Education for the period July 1, 2013 through June 30, 2014. • To appoint the members of the District's Committee and Sub-Committee on Special Education for the period July 1, 2013 through June 30, 2014 as per the attached list. • To appoint the members of the District's Committee on Preschool Special education for the period July 1, 2013 through June 30, 2014 as per the attached list. • To appoint the Superintendent of Schools, as Records Access Officer and the Secretary to the Superintendent of Schools, as Records Management Officer for the period July 1, 2013 through June 30, 2014. • To appoint Stephen Knowlton, Head of Building and Grounds, as AHERA (LEA) Asbestos Hazardous Emergency Response Act Designee for the period July 1, 2013 through June 30, 2014. • To appoint Margaret Sweeney as Title IX Compliance Officer for the period July 1, 2013 through June 30, 2014. • To appoint Susan Bouchey as Section 504/ADA Compliance Officer for the period July 1, 2013 through June 30, 2014. • To appoint Margaret Sweeney as Liaison for Homeless Children and Youth for the period July 1, 2013 through June 30, 2014. • To appoint Andrew Silver as School Board Attorney for the period July 1, 2013 through June 30, 2014. (A14204002500 - \$1,000 retainer/anything above and beyond at a rate of \$125 per hour) • To appoint Patricia Hebert as Claims Auditor at a stipend of \$1,500 for the period of July 1, 2013 through June 30, 2014. |

- To appoint Board member Dennis Durant as the District's representative and the Superintendent of Schools as the District's alternate representative to the Board of Directors of the St. Lawrence-Lewis Counties School District Employees Medical Plan and the St. Lawrence-Lewis Counties School District Employees Workers' Compensation Plan for the period July 1, 2013 through June 30, 2014.
- To approve for the period September 1, 2013 through June 30, 2014, a stipend of \$2,600 for Sharon Murdock to the position of Substitute Calling Person.
- To approve for the period September 1, 2013 through June 30, 2014 a stipend of \$4,500 for Joan Fischer to the position of After-School Coordinator.
- To designate a petty cash fund in the amount of \$100 to be established for the period July 1, 2013 through June 30, 2014 with the District Treasurer having responsibility for the proper supervision of this fund.
- To appoint Stephanie Gilbert as DASA Coordinator for the period July 1, 2013 through June 30, 2014.
- To designate the Ogdensburg Journal and Advance News as the District's official newspaper for the period July 1, 2013 through June 30, 2014.
- To designate the Community Bank, NA as the District's official bank depository for the period July 1, 2013 through June 30, 2014.
- To designate the District Deputy Treasurer as the District Officer to sign all checks for the period July 1, 2013 through June 30, 2014.
- To designate the District Treasurer, District Deputy Treasurer, the Assistant Business manager assigned to the District by the BOCES Cooperative Business Office and the Deputy Treasurer of the District's Scholarship Funds as the District Officers to sign District Scholarship Fund Checks for the period July 1, 2013 through June 30, 2014.
- To designate the Assistant Business Manager assigned to the District by the BOCES Cooperative Business Office as District Purchasing Agent for the period July 1, 2013 through June 30, 2014.
- To designate the Superintendent of Schools as the District Official to certify all payrolls for the period July 1, 2013 through June 30, 2014.
- To designate the Superintendent of Schools as the person to receive court notifications regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings.
- To designate the following dates for the Board of Education meetings for the 2013-2014 school year:
 - Wednesday, August 6, 2013 @ 5:00 p.m. – Special Meeting/BOE Retreat
 - Wednesday, August 28, 2013 @ 6:30 p.m. – Regular Meeting
 - Wednesday, September 25, 2013 @ 6:30 p.m. – Regular Meeting
 - Wednesday, October 23, 2013 @ 6:30 p.m. – Regular Meeting
 - Wednesday, November 20, 2013 @ 6:30 p.m. – Regular Meeting
 - Wednesday, December 18, 2013 @ 6:30 p.m. – Regular Meeting
 - Wednesday, January 22, 2014 @ 6:30 p.m. – Regular Meeting
 - Wednesday, February 26, 2014 @ 6:30 p.m. – Regular Meeting
 - Wednesday, March 12, 2014 @ 6:30 p.m. – Special Budget Meeting
 - Wednesday, March 26, 2014 @ 6:30 p.m. – Regular Meeting
 - Wednesday, April 9, 2014 @ 6:30 p.m. – Special Budget Meeting
 - Monday, April 28, 2014 @ 6:30 p.m. – Regular Meeting/Vote on BOCES Budget
 - Wednesday, May 28, 2014 @ 6:30 p.m. – Regular Meeting
 - Wednesday, June 25, 2014 @ 6:30 p.m. – Regular Meeting
- To authorize the Superintendent of Schools to approve, with expenses, all appropriate staff members' conference, convention and workshop requests for the period July 1, 2013 through June 30, 2014. Further recommend the Board authorize the Board President to approve, with expenses, all appropriate Board Members' and Superintendent conferences, convention and workshop requests for the period July 1, 2013 through June 30, 2014.
- To authorize the Superintendent of Schools to approve budgetary transfers between and within functional unit appropriations for the period July 1, 2013 through June 30, 2014.
- To authorize the Superintendent of Schools to be the District representative to sign and file all applications and certifications for federal and state grants for the period July 1, 2013 through June 30, 2014.
- To authorize the IRS Rate as the Mileage Reimbursement Rate for the period July 1, 2013 through June 30, 2014 when appropriate staff use their own vehicles on official business.

- To approve a resolution to participate in the Cooperative Investment Program for the period July 1, 2013 through June 30, 2014.
- To approve a resolution to participate in a Cooperative Purchasing Program for the period July 1, 2013 through June 30, 2014.
- To approve a resolution authorizing the Board President and Vice President to appoint the impartial hearing officer to preside over Special Education Hearings held pursuant to 8 NYCRR 200.5
- To authorize the purchase of a Bond for the District Treasurer in the amount of \$350,000 for the period July 1, 2013 through June 30, 2014.
- To authorize the purchase of a Bond for the District Deputy Treasurer in the amount of \$350,000 for the period July 1, 2013 through June 30, 2014.
- To authorize the purchase of a Bond for the District Tax Collector in the amount of \$350,000 for the period July 1, 2013 through June 30, 2014.
- To appoint Darcy Backus as Legislative Liaison to the New York State School Boards Association and as Board Representative to the St. Lawrence-Lewis Counties School Boards Association's Standing Committee of Education Legislation for the period July 1, 2013 through June 30, 2014.
- To appoint the following Board Members for the 2013-2014 Audit Committee:
 - Mike Davis
 - Tom Nichols
 - Keith Carmany
- To approve arranging for the appropriate programs and services for District Students with disabilities as previously approved by the District's Committee on Special Education and the District's Preschool Committee on Special Education.
- To approve the Free and Reduced School Breakfast and Lunch Program Policy and accompanying Income Eligibility Guidelines for the 2013-2014 school year.
- To approve the following prices for meals at HCS:
 - Breakfast - \$1.40
 - Lunch - \$1.75
- To approve a resolution permitting pupils in grades no lower than seventh to compete on any senior high school team, or permit senior high pupils to compete on any teams in grades no lower than seventh, provided the pupils are placed at levels of competition appropriate to their physiological maturity, physical fitness and skills in relationship to other pupils on those teams in accordance with standards established by the Commissioner. – Commissioner's Regulation Section 135.4 (c) (7) (ii) (a) (4)
- To approve the 2013-2014 Heuvelton Central School Calendar.
- To approve the attached list of Substitute Rates for the Heuvelton Central School District.
- To approve the May 23, 2013 Fire Inspection Report.

Moved: Davis Seconded: Nichols

Six present, six ayes. Carried

Oath of Faithful Performance in Office to Newly Elected Board members Backus and McGaw

13-03 Motion #3
 President Nomination

Tom Nichols nominated Michael Davis for President, seconded by Martin.

<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Backus		
Davis		
Durant		
Martin		
McGaw		
Nichols		

The polls were closed. Six members present, six ayes. Michael Davis was declared elected. The oath of office was administered to Michael Davis, President by Tessa Herron, District Clerk

- 13-04 Motion #4
Vice President
Nomination Michael Davis nominated Andrew Martin for Vice President, seconded by Nichols.
- Ayes Nays
Backus
Davis
Durant
Martin
McGaw
Nichols
- The polls were closed. Six members present, six ayes. Andrew Martin was declared elected. The oath of office was administered to Andrew Martin, Vice President by Tessa Herron, District Clerk.
- 13-05 Motion #5
Appointment of Officers To appoint Tessa Herron as District Clerk for the period July 1, 2013 through June 30, 2014. The oath of office was administered to Tessa Herron, District Clerk by Michael Davis, President.
- To appoint Superintendent of Schools as District Treasurer for the period July 1, 2013 through June 30, 2014. The oath of office was administered to Susan Todd, District Treasurer by Tessa Herron, District Clerk.
- To appoint the Assistant Business Manager as Deputy District Treasurer for the period July 1, 2013 through June 30, 2014. The oath of office was administered to Michael Robinson, Deputy District Treasurer, by Tessa Herron, District Clerk.
Moved: Nichols Seconded: Durant
Six present, six ayes. Carried
- 13-06 Public Forum There was no one in attendance.
- 13-07 Motion #6
Bus Bids To approve the highest bids received for the following equipment declared surplus on May 22, 2013:
- o Bus #83 – 1997 International - \$900.00 to Rick's Auto Body, Brasher Falls
 - o Bus #84 – 1998 International - \$900.00 to Rick's Auto Body, Brasher Falls
 - o Bus #87 – 1999 International - \$900.00 to Rick's Auto Body, Brasher Falls
 - o Bus #88 – 1999 GMC - \$900.00 to Rick's Auto Body, Brasher Falls
 - o 25,000 lbs Globe lift (hoist) - \$1,250.00 to George Kirby
 - o 100kw generator - \$250.00 to Town of Madrid
- Motioned: Durant Seconded: Martin
Six present, six ayes. Carried
- 13-08 Motion #7
Personnel To approve the following individuals to be extra-curricular advisors for the 2013-2014 school year with stipends based on the current negotiated agreement with HTA:
- Joan Fischer – Yearbook
 - Kari Lutters – Musical/Play
 - Bruce Durant – Whiz Quiz
 - Jamie Bush – Student Council
 - Maggie Whalen – Honor Society
 - Sarah Hopper – French Club
 - Ashley Putney – Art Club
 - Brad LaPoint – Mock Trial
 - Kari Lutters – Select Chorus
 - Erik Lutters – Marching Band
 - Kari Lutters – Marching Band Assistant
- Moved: Nichols Seconded: Martin
Six present, six ayes. Carried
- 13-09 Motion #8
Personnel To approve the 2013-2014 Terms of Employment for the following individual:
- Stephen Knowlton, Head of Buildings and Maintenance
- Moved: Martin Seconded: Durant
Six present, six ayes. Carried

13-10 Administrative/BOE
Reports

Mrs. Todd discussed with the Board the following:

- Graduation went well on June 21st.
- Attended a successful House of Delegates meeting June 26-28th
- FYI – Bill for Regional High School did not pass

Mr. Martin expressed that he would like the district to consider having tuitioning again. Mr. Martin stated he felt Morristown seemed interested. Mr. Nichols stated that he felt tuitioning would be the most solid plan at this time. Mr. Martin shared that the district should get moving on this. Mrs. Todd stated that she would encourage community members from Morristown to come visit and look through the school. She stated she would reach out to Dr. Glover. Mr. Nichols inquired about having Morristown Board Members be representatives on the BOE. Mrs. Todd informed that they cannot be part of the governing body but could be a sub-committee.

Mr. Nichols expressed concern for the public that attends meetings not being able to hear. Mrs. Todd is looking into having a microphone put in the room.

13-11 Public Forum

No one was in attendance.

Executive Session convened at 7:28 p.m.

13-12 Motion #9
Convene Executive
Session

To approve convening an Executive Session for the purpose of discussing employment of particular individuals and to appoint Susan Todd as Clerk Pro-Tem.
Moved: Nichols Seconded: Durant
Six present, six ayes. Carried

Respectfully Submitted,



Tessa E. Herron
District Clerk

13-13 Motion #10
End Executive Session

To approve ending Executive Session at 7:40 p.m.
Moved: Durant Seconded: Martin
Six present, six ayes. Carried

13-14 Motion #11
Adjournment

To approve adjourning the meeting at 7:42 p.m.
Moved: Durant Seconded: Martin
Six present, six ayes. Carried

Respectfully submitted,



Susan E. Todd
Clerk Pro-Tem