

The Heuvelton Central School Board of Education met in the High School Faculty Room on Wednesday, July 14, 2010, for the purpose of reorganization and selection of officers and officials for the school year 2010-2011.

The Meeting was called to order by the District Clerk Tessa E. Herron at 7:45 p.m.

Members present: Dr. John Zeh, Michael Davis, Dennis Durant, Timothy Johnson and Thomas Nichols. Andrew Martin entered at 9:06.

Members absent: Richard Moore

Also present: Susan Todd, Superintendent; Michael Warden, Building Principal; Cynthia Belleau, CSE Chairperson; Jeff Swanson Assistant Business Manager, and Tessa Herron, District Clerk.

Guests: P. Hebert

10-01 Motion #1
Agenda To adopt the revised agenda.
Moved: Davis Seconded: Johnson
Five present, five ayes. Carried

10-02 Motion #2
Consent Agenda To approve an amendment with removal of the Regular Board Meeting Dates from the consent agenda.
Moved: Nichols Seconded: Johnson
Five present, Four ayes, one nay. Carried

Mr. Nichols suggested that the Board of Education have 2 meetings in the following months October, January, March and April. Mr. Davis expressed that in the past if the board felt a special meeting was needed it was scheduled. With the decision made to hold more meetings he feels the board should try to end meetings at 9:30 p.m.

10-03 Motion #3
Consent Agenda To accept the recommendations on the consent agenda for the July 14, 2010 meeting which included:

- To appoint the Town of Oswegatchie Town Clerk, Janet Wheater, as District Tax Collector at a stipend of 2,200 for the period July 1, 2010 through June 30, 2011. (A13330160000)
- To appoint the firm of Furgison & Co., C.P.A., PC, as the District's Independent Auditor for the period July 1, 2010 through June 30, 2011 at a stipend of \$8,050. (A1320400000)
- To appoint James J. Barry as Internal Auditor for the 2010-2011 school year at \$90.00 per hour or maximum fee of \$6,100.
- To appoint Tessa Herron as Central Treasurer – Extra-Classroom Activity Fund Account for the period July 1, 2010 through June 30, 2011 at a stipend of \$2,400.
- 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, 2010 through June 30, 2011.
- To appoint Marianne Weldon as Census Enumerator for the period July 1, 2010 through June 30, 2011. (A8070160000)
- To appoint Dr. Prasad Yitta as School Physician for the period July 1, 2010 through June 30, 2011 at a stipend of \$200 per month. (A2815400000 - \$2,000/A5510406000 - \$400)
- To appoint Nancy Merkley, FNP-C to provide medical services to the Heuvelton Central School District for the 2010-2011 school year at a stipend of \$8,840.
- To appoint Cynthia Belleau 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, 2010 through June 30, 2011.
- To appoint the members of the District's Committee and Sub-Committee on Special Education for the period July 1, 2010 through June 30, 2011 as per the attached list.
- To appoint the members of the District's Committee on Preschool Special education for the period July 1, 2010 through June 30, 2011 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, 2010 through June 30, 2011.
- To appoint Stephen Knowlton, Head of Building and Grounds, as AHERA (LEA) Asbestos Hazardous Emergency Response Act Designee for the period July 1, 2010 through June 30, 2011.
- To appoint Margaret Sweeney as Title IX Compliance Officer for the period July 1, 2010 through June

- 30, 2011.
- To appoint Cynthia Belleau as Section 504/ADA Compliance Officer for the period July 1, 2010 through June 30, 2011.
- To appoint Margaret Sweeney as Lisison for Homeless Children and Youth for the period July 1, 2010 through June 30, 2011.
- To appoint Andrew Silver as School Board Attorney for the period July 1, 2010 through June 30, 2011. (A1420400000 - \$1,000 retainer/anything above and beyond at a rate of \$125 per hour)
- To appoint Patricia Hebert as Internal Claims Auditor at a stipend of \$1,200 for the period of July 1, 2010 through June 30, 2011.
- 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, 2010 through June 30, 2011.
- To designate a petty cash fund in the amount of \$100 to be established for the period July 1, 2010 through June 30, 2011 with the District Treasurer having responsibility for the proper supervision of this fund.
- To designate the Ogdensburg Journal and Advance News as the District's official newspaper for the period July 1, 2010 through June 30, 2011.
- To designate the Community Bank, NA as the District's official bank depository for the period July 1, 2010 through June 30, 2011.
- To designate the District Deputy Treasurer as the District Officer to sign all checks for the period July 1, 2010 through June 30, 2011.
- 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, 2010 through June 30, 2011.
- 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, 2010 through June 30, 2011.
- To designate the Superintendent of Schools as the District Official to certify all payrolls for the period July 1, 2010 through June 30, 2011.
- 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 authorize the Superintendent of Schools to approve, with expenses, all appropriate staff members' conference, convention and workshop requests for the period July 1, 2010 through June 30, 2011. 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, 2010 through June 30, 2011.
- To authorize the Superintendent of Schools to approve budgetary transfers of up to \$5,000 between and within functional unit appropriations for the period July 1, 2010 through June 30, 2011.
- 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, 2010 through June 30, 2011.
- To authorize the IRS Rate as the Mileage Reimbursement Rate for the period July 1, 2010 through June 30, 2011 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, 2010 through June 30, 2011.
- To approve a resolution to participate in a Cooperative Purchasing Program for the period July 1, 2010 through June 30, 2011.
- 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, 2010 through June 30, 2011.
- To authorize the purchase of a Bond for the District Deputy Treasurer in the amount of \$350,000 for the period July 1, 2010 through June 30, 2011.
- To authorize the purchase of a Bond for the District Tax Collector in the amount of \$350,000 for the period July 1, 2010 through June 30, 2011.

- To readopt all previously approved School Policies for the period July 1, 2010 through June 30, 2011.
- To approve the minutes of the June 23, 2010 Regular Meeting of the Board of Education.
- To approve the Internal Claims Auditor report for the period January 1, 2010 – June 30, 2010.
- To authorize the Superintendent to sign the list of Budget Transfers for the period July 1, 2010.
- To approve the Free and Reduced School Breakfast and Lunch Program Policy and accompanying Income Eligibility Guidelines for the 2010-2011 school year.
- 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 2010-2011 Heuvelton Central School Calendar.
- To approve the attached list of Substitute Rates for the Heuvelton Central School District.
- To approve the request from Lisbon Central School District to merge with our district in Girls Lacrosse for the 2010-2011 season.
- To approve hiring the following part time summer maintenance help:
 - o Jacob Knowlton
- To approve for the period September 1, 2010 through June 30, 2011, a stipend of \$2,500 for Sharon Murdock to the position of Substitute Calling Person.
- To approve the following individuals for Fall 2010 coaching appointments:
 - o David Steele – Athletic Director (\$7,500)
 - o David Steele – Boys Varsity Soccer (Step 17 - \$4,334)
 - o Gus Burns – Girls Varsity Soccer (Step 15 - \$4,093)
 - o Bruce Durant – Boys Modified Soccer (Step 4 - \$2,047)
 - o Becky Kelley – Girls Modified Soccer (Step 5 - \$2,167)
- Horizontal Promotion – Information Only: The following horizontal promotion effective September 1, 2010, Vicky Hollis from Schedule A-3(BS +30), Step 2 to Schedule B(MA), Step 3.

Moved: Davis Seconded: Durant
 Five present, five ayes. Carried

10-04

Michael Davis nominated John Zeh for President, seconded by Durant.

<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Davis	Johnson	Nichols
Durant		
Zeh		

Motion defeated. Five members present, three ayes, one nay and one abstention.

10-05

Timothy Johnson nominated Thomas Nichols for President, no second.

10-06

Dennis Durant nominated Michael Davis for Vice President, seconded by Zeh.

<u>Ayes</u>	<u>Nays</u>
Davis	Johnson
Durant	Nichols
Zeh	

Motion defeated. Five members present, three ayes and two nays.

10-07

Thomas Nichols nominated Timothy Johnson for Vice President, no second.

10-08

Motion #4
Temporary Chair

To appoint John Zeh as Temporary Chair for the remainder of the meeting.

Moved: Nichols Seconded: Davis
 Five present, five ayes. Carried

10-09

Motion #5
Appointment of Officers

The following officers were appointed for the 2010-2011 school year: Tessa Herron as District Clerk for the period July 1, 2010 through June 30, 2011.

The oath of office was administered to Tessa Herron, District Clerk by Dr. Zeh, Temporary Chair.

Moved: Nichols Seconded: Davis
Five present, five ayes. Carried

Superintendent of Schools as District Treasurer for the period July 1, 2010 through June 30, 2011. The oath of office was administered to Susan Todd, District Treasurer by Tessa Herron, District Clerk.

Moved: Nichols Seconded: Davis
Five present, five ayes. Carried

Assistant Business Manager as Deputy District Treasurer for the period July 1, 2010 through June 30, 2011. The oath of office was administered to Jeff Swanson, Deputy District Treasurer, by Tessa Herron, District Clerk.

Moved: Nichols Seconded: Davis
Five present, five ayes. Carried

10-10 Motion #6
Board Legislative
Liaison

To appoint Richard Moore 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, 2010 through June 30, 2011.

Moved: Nichols Seconded: Johnson
Five present, five ayes. Carried

10-11 Motion #7
2010-2011 Audit
Committee

To appoint the following Board Members for the 2010-2011 Audit Committee:

- Tim Johnson
- Mike Davis
- Dennis Durant

Moved: Davis Seconded: Durant
Five present, five ayes. Carried

10-12 Motion #8
Financial Budget
Transfers

To authorize the Superintendent to sign the list of Budget Transfers over \$5,000.

Moved: Johnson Seconded: Nichols
Five present, five ayes. Carried

10-13 Public Forum

No one from the public addressed the board at this time.

10-14 Special Presentation
James J. Barry

Mr. Barry presented his report on the Internal Audit. Mr. Barry thanked the Board for his appointment to work with the district as Internal Auditor for next school year. He gave a positive report with a suggestion that the district clerk use a 1 page summary report for all personnel files from this point forward. Mr. Barry also offered to work with the Superintendent and Business Manager to provide feedback and recommendations for future budget planning.

Andrew Martin entered the meeting at 9:06 p.m.

10-15 Motion #8
Board Meeting Time
frame

To approve ending future Board meetings at 9:30 p.m.

Moved: Martin Seconded: Durant
Six present, six ayes. Carried

10-16

Michael Davis nominated John Zeh for President, seconded by Durant.

<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Davis	Johnson	Nichols
Durant		
Martin		
Zeh		

The polls were closed. Six members present, four ayes, one nay and one abstention Carried. Dr. John Zeh, President was declared elected.

The oath of office was administered to President, John Zeh by Tessa Herron, District Clerk.

10-17

Timothy Johnson nominated Thomas Nichols for President, no second.

10-18 Dennis Durant nominated Michael Davis for Vice President, seconded by Zeh.

<u>Ayes</u>	<u>Nays</u>
Davis	Johnson
Durant	Martin
Zeh	Nichols

Motion defeated. Six members present, three ayes and three nays.

10-19 Andrew Martin expressed his interest to be Vice President. Johnson moved, seconded by Nichols.

Ayes
 Davis
 Durant
 Johnson
 Martin
 Nichols
 Zeh

The polls were closed. Six members present, six ayes Carried. Andrew Martin, Vice President was declared elected.

The oath of office was administered to Vice President, Andrew Martin by Tessa Herron, District Clerk.

10-20 Item of Discussion Building Use form The Board was presented with a new Building Use form in draft format. A committee worked together to create this new form.

10-21 Motion #9 Building Use Form To approve the new Building Use Request form. Moved: Martin Seconded: Davis Six present, six ayes. Carried

10-22 Information Administrative/Board Reports

Mr. Warden discussed with the board the following:
> All set for summer school. The district does provide transportation to and from the school.
> July 6-9th he attended the Leadership Conference in Lake Placid.

Mrs. Belleau discussed with the board the following:
> July 1st she participated in the Technology Camp for the Title IID grant
> July 6-9th she attended the Leadership Conference in Lake Placid where they followed up with technology.

Mrs. Todd discussed with the board the following:
> July 1st she attended the Technology Camp and was approached by one of the presentors sharing that the teachers from our district were excited about the Professional Development opportunities that are offered for our teachers.
> July 6-9th she attended the Leadership Conference in Lake Placid. The workshops were great.
> Mike, Cindy and I will be attending the Constructivist Conference in Canton on July 19-23rd.
> August 23rd was decided for the board to work on goals from 4:00-8:00 p.m. Mrs. Todd suggested that the board does a self review and explained that there is a policy in place for this.
> Mr. Knowlton has expressed concerns with not having candidates interested in substitute maintenance positions because of the pay. Mr. Knowlton recommends the pay increase from \$8.00 an hour to \$10.00 an hour.

10-23 Motion # 10 Substitute Custodial Worker Pay To approve an increase in pay for Substitute Custodial worker to \$10.00 an hour. Moved: Nichols Seconded: Martin Six present, five ayes, one nay. Carried

10-24 Motion #11 Adjournment To approve adjourning the meeting at 9:46 p.m. Moved: Davis Seconded: Martin Six present, six ayes. Carried

Respectfully Submitted
Tessa E. Herron
Tessa E. Herron, District Clerk