

The Heuvelton Central School Board of Education met in the Multi-Media Room on Wednesday, July 2, 2014, for the purpose of reorganization and selection of officers and officials for the school year 2014-2015.

The Meeting was called to order by the District Clerk Tessa E. Herron at 6:38 p.m.

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

Members absent: None

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

Guests: None

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| 14-01 | Motion #1
Agenda | To adopt the proposed agenda.
Moved: Carmany Seconded: Martin
Seven present, seven ayes. Carried |
| 14-02 | Motion #2
Consent Agenda | <p>To approve the items for adoption on the consent agenda for the July 2, 2014 meeting 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, 2014 through June 30, 2015. (A133301600000) • To appoint the firm of Furgison & Co., C.P.A., PC, as the District's Independent Auditor for the period July 1, 2014 through June 30, 2015 at a stipend of \$11,980. (A13204182300) • To appoint Tessa Herron as Central Treasurer – Extra-Classroom Activity Fund Account for the period July 1, 2014 through June 30, 2015 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, 2014 through June 30, 2015. • To appoint Marianne Weldon as Census Enumerator for the period July 1, 2014 through June 30, 2015. (A8070160000) • To appoint Dr. Kelly Scott as School Physician for the period July 1, 2014 through June 30, 2015 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 2014-2015 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, 2014 through June 30, 2015. • To appoint the members of the District's Committee and Sub-Committee on Special Education for the period July 1, 2014 through June 30, 2015 as per the attached list. • To appoint the members of the District's Committee on Preschool Special education for the period July 1, 2014 through June 30, 2015 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, 2014 through June 30, 2015. • To appoint Christopher Cole, Head Building Maintenance Worker, as AHERA (LEA) Asbestos Hazardous Emergency Response Act Designee for the period July 1, 2014 through June 30, 2015. • To appoint Margaret Sweeney as Title IX Compliance Officer for the period July 1, 2014 through June 30, 2015. • To appoint Susan Bouchey as Section 504/ADA Compliance Officer for the period July 1, 2014 through June 30, 2015. • To appoint Margaret Sweeney as Liaison for Homeless Children and Youth for the period July 1, 2014 through June 30, 2015. • To appoint Andrew Silver as School Board Attorney for the period July 1, 2014 through June 30, 2015. (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, 2014 through June 30, 2015. • 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 |

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- Employees Workers' Compensation Plan for the period July 1, 2014 through June 30, 2015.
- To approve for the period September 1, 2014 through June 30, 2015, a stipend of \$2,600 for Sharon Murdock to the position of Substitute Calling Person.
 - To approve for the period September 1, 2014 through June 30, 2015 a stipend of \$4,500 for Joan Fischer to the position of After-School Coordinator.
 - To appoint Stephanie Gilbert as DASA Coordinator for the period July 1, 2014 through June 30, 2015.
 - To designate a petty cash fund in the amount of \$100 to be established for the period July 1, 2014 through June 30, 2015 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, 2014 through June 30, 2015.
 - To designate the Community Bank, NA as the District's official bank depository for the period July 1, 2014 through June 30, 2015.
 - To designate the District Deputy Treasurer as the District Officer to sign all checks for the period July 1, 2014 through June 30, 2015.
 - 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, 2014 through June 30, 2015.
 - 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, 2014 through June 30, 2015.
 - To designate the Superintendent of Schools as the District Official to certify all payrolls for the period July 1, 2014 through June 30, 2015.
 - 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 2014-2015 school year:
 - Wednesday, August 27, 2014 @ 6:30 p.m. – Regular Meeting
 - Wednesday, September 24, 2014 @ 6:30 p.m. – Regular Meeting
 - Wednesday, October 22, 2014 @ 6:30 p.m. – Regular Meeting
 - Wednesday, November 19, 2014 @ 6:30 p.m. – Regular Meeting
 - Wednesday, December 17, 2014 @ 6:30 p.m. – Regular Meeting
 - Wednesday, January 28, 2015 @ 6:30 p.m. – Regular Meeting
 - Wednesday, February 25, 2015 @ 6:30 p.m. – Regular Meeting
 - Wednesday, March 11, 2015 @ 6:30 p.m. – Special Budget Meeting
 - Wednesday, March 25, 2015 @ 6:30 p.m. – Regular Meeting
 - Wednesday, April 8, 2015 @ 6:30 p.m. – Special Budget Meeting
 - Monday, April 27, 2015 @ 6:30 p.m. – Regular Meeting/Vote on BOCES Budget
 - Wednesday, May 27, 2015 @ 6:30 p.m. – Regular Meeting
 - Wednesday, June 24, 2015 @ 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, 2014 through June 30, 2015. 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, 2014 through June 30, 2015.
 - To authorize the Superintendent of Schools to approve budgetary transfers between and within functional unit appropriations for the period July 1, 2014 through June 30, 2015.
 - 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, 2014 through June 30, 2015.
 - To authorize the IRS Rate as the Mileage Reimbursement Rate for the period July 1, 2014 through June 30, 2015 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, 2014 through June 30, 2015.
 - To approve a resolution to participate in a Cooperative Purchasing Program for the period July 1, 2014 through June 30, 2015.
 - 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

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July 1, 2014 through June 30, 2015.

- To authorize the purchase of a Bond for the District Deputy Treasurer in the amount of \$350,000 for the period July 1, 2014 through June 30, 2015.
- To authorize the purchase of a Bond for the District Tax Collector in the amount of \$350,000 for the period July 1, 2014 through June 30, 2015.
- 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 - \$1.45
 - Lunch - \$1.80
- 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 attached list of Substitute Rates for the Heuvelton Central School District.

Moved: Davis Seconded: Durant
Seven present, seven ayes. Carried

Oath of Faithful Performance in Office to Newly Elected Board members Davis and Nichols.

t4-03 Motion #3
 President Nomination

Dennis Durant nominated Michael Davis for President, seconded by Carmany.
Thomas Nichols nominated Andrew Martin for President, seconded by Backus.

<u>Davis</u>	<u>Martin</u>	<u>Abstain</u>
Carmany	Backus	
Davis	Martin	
Durant	Nichols	
McGaw		

The polls were closed. Seven members present, seven votes were cast. Michael Davis was declared elected. The oath of office was administered to Michael Davis, President by Tessa Herron, District Clerk

t4-04 Motion #4
 Vice President
 Nomination

Thomas Nichols nominated Andrew Martin for Vice President, seconded by Durant.
Michael Davis nominated Dennis Durant for Vice President, Dennis Durant declined nomination.

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

The polls were closed. Seven members present, seven ayes. Andrew Martin was declared elected. The oath of office was administered to Andrew Martin, Vice President by Tessa Herron, District Clerk.

14-05 Motion #5
 Appointment of Officers

To appoint Tessa Herron as District Clerk for the period July 1, 2014 through June 30, 2015.
Moved: Martin Seconded: Carmany
Seven present, seven ayes. Carried
The oath of office was administered to Tessa Herron, District Clerk by Michael Davis, President.

14-06 Motion # 6
 Appointment of Officers

To appoint Superintendent of Schools as District Treasurer for the period July 1, 2014 through June 30, 2015.
Moved: Nichols Seconded: Martin
Seven present, seven ayes. Carried
The oath of office was administered to Susan Todd, District Treasurer by Tessa Herron, District Clerk.

- 14-07 Motion # 7
Appointment of Officers To appoint the Assistant Business Manager as Deputy District Treasurer for the period July 1, 2014 through June 30, 2015.
Moved: Durant Seconded: Martin
Seven present, seven ayes. Carried
The oath of office was administered to Michael Robinson, Deputy District Treasurer, by Tessa Herron, District Clerk.
- 14-08 Motion # 8
Legislative Liaison 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, 2014 through June 30, 2015.
Moved: Nichols Seconded: Martin
Seven present, seven ayes. Carried
- 14-09 Motion # 9
Audit Committee To appoint the following Board Members for the 2014-2015 Audit Committee:
 - Mike Davis
 - Tom Nichols
 - Keith Carmany
 Motioned: Nichols Seconded: Martin
Seven present, seven ayes. Carried

July 2, 2014 Regular Board of Education Meeting

- 14-10 Information
Presentation Presentation of changes to the Code of Conduct for 2014-2015.

Mr. Durant suggested about having something in the code regarding devices that can record or take pictures inappropriately. Mrs. Todd stated that she can bring this concern to the committee.

Mr. Nichols expressed that language be put in place to protect teachers and students if pictures are being taken without a permission form. Mr. Nichols suggested a policy that states any photography is prohibited unless Mrs. Todd or the Principals have approved it. Mr. Nichols stated he feels the district needs explicit information stating that. Mrs. Todd stated she will investigate it.
- 14-11 Public Forum No one was in attendance.
- 14-12 Motion # 10
Personnel To table the appointment of Andrew Cole to fill the position of custodial worker at a salary of \$19,700 with night shift differential of \$750.00 effective July 14, 2014 pursuant to the current Negotiated CSEA Agreement and the District to discuss further with Andrew Silver, School Attorney.
Moved: Martin Seconded: Nichols
Seven present, seven ayes. Carried
- 14-13 Motion # 11
Personnel To approve the following individuals to be extra-curricular advisors for the 2014-2015 school year with stipends based on the current negotiated agreement with HTA:
 - Joan Fischer – Yearbook
 - Kari Lutters – Musical/Play
 - Bruce Durant – Whiz Quiz & Spanish Club
 - Denise Curry – National Junior Honor Society
 - Maggie Whalen – Honor Society
 - Sarah Hopper – French Club
 - Ashley Putney – Art Club
 - Dwight Stevenson – Mock Trial
 - Kari Lutters – Select Chorus
 - Erik Lutters – Marching Band
 - Kari Lutters – Marching Band Assistant
 - Erik Lutters – Jazz band
 Moved: Martin Seconded: Durant
Seven present, seven ayes. Carried

- 14-14 Motion # 12
New Business To accept the suggested changes for the 2014-2015 Code of Conduct:
- VI. Student Use of Communication and Electronic Devices
 - XIII. Disciplinary Penalties, Procedures and Referrals, B. Procedures
- Moved: Martin Seconded: Nichols
Seven present, seven ayes. Carried
- 14-15 Administrative/BOE
Reports Mrs. Todd discussed with the Board the following:
- The House of Delegates Conference that was attended in Saratoga Springs. The Committee met with the commissioner and requested having a timeline given to Superintendents about any future roll outs.
 - Board retreat date and time. The Board decided to start at 5:00 p.m. prior to the August 27th meeting.
- Mr. Robinson discussed with the Board the following:
- Reminder to fill out the questionnaire from the Auditors and return to their office ASAP.
 - Provided the BOE a handout on the unencumbered balance for General Funds from May to July. This document explained in detail what Mr. Nichols was looking for at the previous meeting in June.
- 14-16 Public Forum No one was in attendance. Mr. Davis expressed his thank you to the Board and everyone involved for a beautiful graduation ceremony.
- 14-17 Motion # 13
Adjournment To approve adjourning the meeting at 7:22 p.m.
Moved: Durant Seconded: Martin
Seven present, seven ayes. Carried

Respectfully Submitted,

Tessa E. Herron
District Clerk