

SHERBURNE-EARLVILLE CENTRAL SCHOOL  
REGULAR BOARD OF EDUCATION MEETING – July 5, 2016

BOARD MEMBERS PRESENT: Thomas Morris, Thomas Caton, Julie Bigger, Michael Ulrich, Annette Bagnall-Graham

BOARD MEMBERS ABSENT: Susan Osborne, Michael Khoury

The meeting was called to order at 6:40 p.m. in the Elementary Library Classroom by Eric Schnabl, Superintendent, with SE staff and administrators in attendance.

Eric Schnabl led the Pledge to the flag.

Eric Schnabl welcomed back Dr. Thomas Morris, who was re-elected to the Board, as well as new Board Member Julie Bigger. Thomas and Julie signed the Oath of Office.

Thomas Caton nominated Thomas Morris for Board President, seconded by Annette Bagnall-Graham. Thomas Morris nominated Thomas Caton for Board Vice-President, seconded by Michael Ulrich. Both the President and the Vice-President were elected by all members of the Board.

ORGANIZATION OF THE BOARD

- 1 – Election of President of the Board – Thomas Morris
- 2 – Election of Vice-President of the Board – Thomas Caton
- 3 – Appointment of District Treasurer – Arlene Wade
- 4 – Appointment of District Clerk – Michele Villante
- 5 – Appointment of Internal Claims Auditor – Linda Blanchard
- 6 – Appointment of District School Tax Collector – Joleen Hughes, NBT Bank, Sherburne
- 7 – Appointment of District Attendance Officer: John Bluy
- 8 - Appointment of School Physical – Bassett Healthcare
- 9 - Appointment of Treasurer of Extra Curricular Accounts – Carrie Fern
- 10 – Appointment of Extra Curricular Accounts Auditor – D’Arcangelo
- 11 – Appointment of Purchasing Agent - Todd Griffin
- 11a – Appointment of Deputy Purchasing Agent - Eric Schnabl
- 12 – Designation of Depository Bank – NBT Bank- Norwich/Sherburne
- 13 - Designation of Official Newspaper - Sherburne News, Mid York Weekly, Evening Sun
- 14 – List of persons authorized to sign checks for various accounts – Arlene Wade, Todd Griffin
- NBT – Checking Accounts-General, School Lunch, Capital, Federal, Payroll, Agency Funds, Cooperative Investment, My School Bucks
- NBT – Money Maker Accounts-Securities Premium Reserve (Dental), Debt Service, General
- Chase – Money Market Account
- Extra Curricular Accounts – Treasurer and HS or MS Building Principal or MS/HS Asst. Principal in absence of the Principal
- 15 – Appointment of School Attorney – Law Firm of Frank Miller and Law Firm of Ferrara, Fiorenza, Reitz, Larrison, & Baret
- 16 – Appointment of School Auditing Firm – D’Arcangelo
- 17 – Establishment of Petty Cash Fund (District Office) in the amount of \$100.00 – Arlene Wade
- 18 – Establishing of Cash Fund for School Lunch in the amount of \$150.00 – Kim Corcoran
- 19 – Establishment of Mileage Reimbursement - \$.30 per mile
- 20 – Adoption of resolution regarding Tax, Revenue and Bond Anticipation Notes:

Resolved, that the President of the Board shall be and hereby is empowered and directed to authorize the issuance and to issue revenue, bond or tax anticipation notes of this Board, and renewals of any and all such notes, at such times and under such circumstances as he/she deems proper and advisable; and to prescribe the terms, form,

and content thereof to execute the same in the name of and on behalf of the Board, and to sell at private sale and deliver the same, and the full faith and credit of the Board is hereby pledged to the punctual payment of the principal and pursuant to and consistent with the provisions of the Local Finance Law of the State of New York; such authorization shall continue until the Board of Education, by resolution, shall elect to reassume the power here authorized.

- 21 – Approval of Budget Transfers – Eric Schnabl, Todd Griffin
- 22 – Public Records Access Officer – Todd Griffin and Michele Villante
- 23 – Investment Authority – Arlene Wade
- 24 – Resolution to continue existing policies:  
RESOLVED to continue all existing policies for the 2016-2017 school year.
- 25 – Public Records Management Officer – Donna Tefft
- 26 – Insurance Company – New York Schools Insurance Reciprocal
- 27 – Title IX Compliance Officer – Eric Schnabl, Todd Griffin
- 28 – ADA Compliance Officer – Todd Griffin
- 29 – Designation of DCMO BOCES to act as Advisory Council for SE Career and Technical Education 2016-2017 – Yes
- 30 - Establishment of Board Representation
  - Negotiations – Administrators Thomas Morris, Susan Osborne
  - Negotiations – SETA – Thomas Morris, Michael Khoury
  - Negotiations – CSEA – Susan Osborne, Thomas Caton
  - Negotiations – Central Office – Susan Osborne, Michael Khoury
  - Board Representation – Links – Thomas Caton
  - Board Representation – District Sick Bank – Susan Osborne
  - Board Representation – Parks & Recreation – Michael Ulrich
  - Board Representation – Health Insurance Consortium
  - Trustee – Michael Khoury      Alternate – Annette Bagnall-Graham
  - Board Representation – Chenango County School Boards – Julie Bigger
- 31 – Authorization to Certify Payroll – Eric Schnabl
- 32 – Authorization to Approve Attendance of Staff to Workshops, Conferences, and Conventions – Eric Schnabl
- 33 – Authorization to apply for Grants in Aid – Eric Schnabl
- 34 - Authorized to employ personnel on a temporary, full-time, part-time, per diem, or substitute basis, and to set the appropriate wages for such personnel pending Board resolution at the next applicable Board Meeting – Eric Schnabl
- 35 - Participation in the Federal Child Nutrition Program and adoption of the annual guidelines accepted.
- 36 – Homeless Liaison – Eric Schnabl
- 37 – Asbestos Designee - Todd Griffin, Frederick Wright
- 38 – Residency Designee – Eric Schnabl
- 39 – Dignity Act Coordinators
  - District: Eric Schnabl
  - Elementary: Rebecca Hagmann, Mary Jo Rose
  - Middle School: Jennifer Ford, Stacey Snogles
  - High School: Candice Poyer, Lauren DiRusso

PUBLIC QUESTION AND ANSWER PERIOD –none

INFORMATIONAL REPORTS

Jolene Emhof presented the Middle School Local Assistance Plan.

AGENDA MODIFICATIONS - none

MINUTES – Minutes of the meeting held on June 20, 2016 were presented for approval. On motion made by Thomas Caton, seconded by Annette Bagnall-Graham, and carried by members present, the Minutes were approved as presented electronically.

CORRESPONDENCE - none

## CONSENT AGENDA

On motion made by Tom Caton, seconded by Annette Bagnall-Graham, and carried by members present, the consent agenda was approved as presented.

### PERSONNEL

BE IT RESOLVED, by the Sherburne-Earlville Board of Education, that the following resignation(s) be accepted:

Cindy Gale as .5 Clerk and Sub Bus Monitor, eff. 9/2/16 pending approval as Teacher's Aide, eff. 9/6/16.

Jeff Beaver, due to retirement, eff. 7/23/17

Sara Cifonelli, Special Education Teacher, eff. 6/24/16

BE IT RESOLVED, upon recommendation of the Superintendent, that the following conditional appointments be made:

Coordinator of Stage and Auditorium 2016-2017- Nova Frair

Summer Computer Services Worker – Rebekah Taylor, eff. 7/6/16

Study Table High School: 2016-2017

Carol Duca  
Darrell Collins  
Bryan Niedt  
Betsy Loomis

Homework Center Middle School: 2016-2017

Kristie Lane and Gretchen Jones as supervisors  
Saneen Douglass and Jeff Beaver as subs

Athletics:  
Volunteer Coaches:

Tiffani Ackley, Fall and Winter Cheerleading Volunteer Coach  
Christina Layman and Kelly Lawton as Fall Volunteer Coaches, Field Hockey  
Leanne Aldrich, Paid Scorekeeper for home contests only

Paid Scorekeepers for Football Home Contests Only:

Rich Gayle  
Stephen Leet  
David Westervelt  
Jeff Beaver  
Steve Paul  
Kevin Vibbard

BE IT RESOLVED, that the Board of Education of the Sherburne-Earlville Central School District hereby accepts the recommendation of the Superintendent to make the appointments listed below, provided that eligibility for tenure as a classroom teacher or certified administrator is contingent upon the appointee's successful completion of the probationary period noted, and having received composite or overall ratings or either "Effective" or "Highly Effective" in at least the last three of the four preceding years, and a rating higher than "Ineffective" in the final year of the probationary period.

Teaching Staff:	Name: Erin Carlson	Tenure Area:	French
	Date of Commencement of Probationary Service:		9/1/2016
	Date of Expiration of Probationary Service:		8/31/2020
	Certification Status:		Initial

**All Appointments are pending fingerprint clearance  
All coaching positions are dependent upon student and League participation.**

BE IT RESOLVED, upon recommendation of the Superintendent, that the CSE Recommendations be accepted.

BE IT RESOLVED that the Sherburne-Earlville Board of Education hereby approves the change in clearing house for the John J. Sinclair Scholarship fund.

BE IT RESOLVED, upon recommendation of the Superintendent, to create a National Honor Society activity account.

RESOLVED, that the recommendations contained in the LAP Plan report are hereby adopted. (Copy in file)

BE IT RESOLVED, upon recommendation of the Superintendent, to surplus the following items from the Athletic Department:

48 plaid field hockey kilts  
34 gray field hockey tops  
46 maroon field hockey tops  
20 black field hockey kilts  
14 maroon spankey

PUBLIC QUESTION AND ANSWER PERIOD -none

#### DISCUSSION/ACTION ITEMS

Thomas Caton discussed the literacy initiative and a marketing campaign for awareness and to raise funds for implementing the school wide and community reading event that will be introduced in the beginning of the school year.

Dr. Morris mentioned FFA and land use and that he spoke with a local vendor about tapping trees and working with students on maple syrup production. He mentioned that this should be an open bid for other vendors interested in this.

#### EXECUTIVE SESSION

On motion made by Michael Ulrich, seconded by Julie Bigger, and carried by members present, the Board moved into Executive Session at 7:32 p.m. to discuss personnel. On motion made by Annette Bagnall-Graham, seconded by Michael Ulrich, and carried by members present, the Board reconvened into Regular Session at 7:48 p.m.

Dr. Morris adjourned the meeting at 7:48 p.m.

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Michele Villante, District Clerk

EXECUTIVE SESSION  
BOARD OF EDUCATION MEETING – July 5, 2016

BOARD MEMBERS PRESENT: Thomas Morris, Thomas Caton, Julie Bigger,  
Michael Ulrich, Annette-Bagnall Graham

BOARD MEMBERS ABSENT: Susan Osborne, Michael Khoury

PRESENT BY INVITATION: Eric Schnabl, Todd Griffin

The session came to order at 7:32 p.m. in the Elementary Library Classroom.

A particular personnel issue was discussed.

On motion made by Annette Bagnall-Graham, seconded by Michael Ulrich, and carried by members present, the Board reconvened into Regular Session at 7:48 p.m.

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Michele Villante, District Clerk