

SHERBURNE-EARLVILLE CENTRAL SCHOOL
REGULAR BOARD OF EDUCATION MEETING – July 11, 2011

BOARD MEMBERS PRESENT: Patrick Dunshee, Thomas Morris, Michael Khoury,
Susan Osborne, Doug Shattuck, Daniel Piliero
Michael Ulrich

BOARD MEMBERS ABSENT: none

The meeting was called to order at 6:33 p.m. in the Elementary Library Classroom by Gayle Hellert, Superintendent, with the following in attendance: Todd Griffin, Assistant Superintendent; members of SE staff.

Superintendent Hellert welcomed Michael Khoury and Michael Ulrich as new Board Members. She then led the Pledge to the Flag.

The Oath of Office was signed by new Board Members.

Daniel Piliero nominated Doug Shattuck for Board President, seconded by Patrick Dunshee. Susan Osborne nominated Thomas Morris for Board President, seconded by Michael Khoury.

A ballot vote was taken. With 5 votes for Doug Shattuck and 2 votes for Thomas Morris, Doug Shattuck was elected as Board President.

Susan Osborne nominated Thomas Morris for Vice-President, seconded by Michael Khoury. There were no other nominations. The Clerk cast one vote for Thomas Morris. By a unanimous vote, Thomas Morris was elected Vice-President.

ORGANIZATION OF THE BOARD

- 1 – Election of President of the Board – Doug Shattuck
- 2 – Election of Vice-President of the Board – Thomas Morris
- 3 – Appointment of District Treasurer – Arlene Wade
- 4 – Appointment of District Clerk – Georgena Muhlfeld
- 5 – Appointment of Internal Claims Auditor – Lysa Thornton
- 6 – Appointment of District School Tax Collector – Joleen Hughes at NBT Bank, Sherburne Office
- 7 – Appointment of District Attendance Officer – John Bluy
- 8 – Appointment of School Physician – Bassett Healthcare
- 9 – Appointment of Treasurer of Extra Curricular Accounts – Renee Stowell
- 10 – Appointment of Extra Curricular Accounts Auditor – D’Arcangelo
- 11 – Appointment of Purchasing Agent – Todd Griffin
- 11a – Appointment of Deputy Purchasing Agent – Gayle Hellert
- 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
- 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 (DO) 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 pursuance 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 not to Exceed \$2500 per Transfer – Gayle Hellert, Todd Griffin
- 22 – Public Records Access Officer – Todd Griffin, Georgena Muhlfield
- 23 – Investment Authority – Arlene Wade
- 24 – Resolution to continue existing policies:
RESOLVED to continue all existing policies for the 2011-2012 school year.
- 25 – Public Records Management Officer – Donna Tefft
- 26 – Insurance Company – New York Schools Insurance Reciprocal
- 27 – Title IX Compliance Officer – Gayle Hellert, Todd Griffin
- 28 – ADA Compliance Officer – Todd Griffin
- 29 – Designation of DCMO BOCES to act as Advisory Council for SE Career and Technical Education 2011-2012 – Yes

On motion made by Patrick Dunshee, seconded by Susan Osborne, and carried by members present, items #3-29 were approved.

- 30 - Establishment of Board Representation
- Negotiations – Administrators – Thomas Morris, Susan Osborne
- Negotiations – SETA – Thomas Morris, Doug Shattuck
- Negotiations – CSEA – Susan Osborne, Michael Khoury
- Negotiations – Central Office – Susan Osborne, Michael Khoury

On motion made by Patrick Dunshee, seconded by Michael Ulrich, and carried by members present, #30, negotiation representatives were approved.

Board Representation – Links – Doug Shattuck
On motion made by Patrick Dunshee, seconded by Susan Osborne, and carried by members present, Doug Shattuck was approved.

Board Representation – District Sick Bank – Patrick Dunshee
On motion made by Susan Osborne, seconded by Doug Shattuck, and carried by members present, Patrick Dunshee was approved.

Board Representation – Parks & Recreation – Daniel Piliero
On motion made by Patrick Dunshee, seconded by Susan Osborne, and carried by members present, Daniel Piliero was approved.

Board Representation – Health Insurance Consortium
Trustee – Thomas Morris Alternate – Patrick Dunshee
On motion made by Daniel Piliero, seconded by Susan Osborne, and carried by members present, Thomas Morris and Patrick Dunshee were approved.

Board Representation – Chenango County School Boards – Michael Ulrich

On motion made by Michael Khoury, seconded by Thomas Morris, and carried by members present, Michael Ulrich was approved.

31 – Authorization to Certify Payroll – Gayle Hellert

32 – Authorization to Approve Attendance of Staff to Workshops, Conferences, and Conventions – Gayle Hellert

33 – Authorization to apply for Grants in Aid – Gayle Hellert

34 - Participation in the Federal Child Nutrition Program and adoption of the annual guidelines.

On motion made by Patrick Dunshee, seconded by Susan Osborne, and carried by members present, #34 was accepted.

35 – Homeless Liaison – Gayle Hellert

36 – Asbestos Designee - Todd Griffin, Frederick Wright

37 – Residency Designee – Gayle Hellert

On motion made by Patrick Dunshee, seconded by Susan Osborne, and carried by members present, items 31-37, minus #34, were approved.

PUBLIC QUESTION AND ANSWER PERIOD

Susan Osborne asked why the CIO position was being increased from 11 months to 12 months. State Ed. is requesting more information, for example, Race to the Top information, and more PowerSchool data is needed. Daniel Piliero asked if the system could do custom reports. Yes, it can.

INFORMATIONAL REPORTS

Lee Bearsch and Ed Bernhauer gave a presentation on the Building Project (copy in file).

AGENDA MODIFICATIONS – none

The new Board Members were not able to get information for the meeting. Todd Griffin will take care of this.

MINUTES – Minutes of the meetings held on June 20, 2011 and June 28, 2011, were presented for approval. On motion made by Patrick Dunshee, seconded by Daniel Piliero, and carried by members present, the Minutes were approved as presented.

TREASURER'S REPORT - Treasurer's Report for the month of June 2011, was presented for approval. On motion made by Patrick Dunshee, seconded by Susan Osborne, and carried by members present, the Treasurer's Report was approved as presented.

CORRESPONDENCE - none

CONSENT AGENDA

On motion made by Patrick Dunshee, seconded by Daniel Piliero, and carried by members present, the consent agenda was approved as amended.

PERSONNEL

BE IT RESOLVED, by the Sherburne-Earlville Board of Education, that the following resignations be accepted:

Teaching

Staff: Christine Palmer as Physical Therapist for Summer School 2011

Support

Staff: Diana Brown as Bus Driver for Summer School 2011

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

Support

Staff: Susan Lake as Typist, .5, eff. 7/1/11

Summer School 2011

Sub. Teacher Aide – Jennifer Root

Volunteer Aide – Grace Dunshee

Physical Therapist – Kimberly Maykish, 2 hrs/day, 3 days/week

Bus Attendants – Becky Izzie, Nikki Izzie

Teacher Melissa Trass, Certified, K-12, eff. 9/1/11

Subs: Saneen Douglass, Certified, K-12, eff. 9/1/11

Annalea Sininger, Certified, K-12, eff. 9/1/11

Jennifer Harjung, Certified, K-12, eff. 9/1/11

Katy Loomis, Certified, K-12, eff. 2/1/12

Rebecca Johnson, Uncertified, K-12, eff. 9/1/11

Tammy Powell, Uncertified, K-12, eff. 9/1/11

Support Rebecca Johnson, eff. 9/1/11

Subs: Tammy Powell, eff. 9/1/11

Extra

Curricular: Connie Hadden as Math Club Advisor, 2011-2012

BUSINESS

BE IT RESOLVED, upon recommendation of the Superintendent, to surplus the following:

13 copies of Biology, 2nd Edition, copyright 1987 and 1990

128 copies of Biology (New York State), copyright 2003

12 TVs (13") 5 Cassette Tape Players

34 VCRs 2 DVD Players

BE IT RESOLVED, upon recommendation of the Superintendent, to award the following bids:

Milk – Byrne Dairy

Bread – Friehofer Bakeries

Both companies are the lowest bidders. (copies of bids in file)

BE IT RESOLVED, upon recommendation of the Superintendent, to raise the breakfast and lunch prices for the 2011-2012 school year as follows:

Breakfast – K-12 - \$.10, Lunch – Pre-K-5 - \$.05, Lunch – 6-12 - \$.10

BOARD OF EDUCATION

BE IT RESOLVED, upon recommendation of the Superintendent, that the position of Chief Information Officer be changed from 11 months to 12 months, effective 7/1/11.

DISCUSSION/ACTION ITEMS

Patrick Dunshee has a meeting with Norm Piacentino on August 3rd, if anyone would like to join them.

PUBLIC QUESTION AND ANSWER PERIOD – none

EXECUTIVE SESSION

On motion made by Patrick Dunshee, seconded by Susan Osborne, and carried by members present, the Board moved into Executive Session at 7:50 p.m. to discuss a personnel issue, litigation, and the Superintendent's evaluation. On motion made by Patrick Dunshee, seconded by Daniel Piliero, and carried by members present, the Board reconvened into Regular Session at 9:45 p.m.

Doug Shattuck adjourned the meeting at 9:45 p.m.

Georgena Muhlfeld, District Clerk

EXECUTIVE SESSION
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BOARD MEMBERS ABSENT: none

PRESENT BY INVITATION: Todd Griffin

The session came to order at 7:50 p.m. in the Elementary Library Classroom.

A particular personnel issue was discussed.

Litigation was discussed.

Negotiations were discussed.

Another personnel issue was discussed.

Gayle Hellert left the meeting at 8:40 p.m.

The Superintendent's evaluation was discussed.

Todd Griffin left the meeting at 8:48 p.m.

Discussion of the Superintendent's evaluation continued.

On motion made by Patrick Dunshee, seconded by Daniel Piliero, and carried by members present, the Board reconvened into Regular Session at 9:45 p.m.

Georgena Muhlfeld, District Clerk