

Date: July 13, 2017
Kind of Meeting: Reorganization
Members Present: Board President Pamela Standhart, Board Vice-President Becky Binder, Ernest Kuehl, Vicki Hoerz, Debra Bechtold
Others Present: Superintendent Michele Weaver, Jr.-Sr. High School Principal Lori Petrosino, School Business Manager Terrence Gillooley and Interested Citizens and Guests

I. Call to Order

The meeting was called to order by District Clerk Kim Lawyer at 4:33 p.m. in the Junior/Senior High School Library Information Center

II. Oath of Office

The Oath of Office was administered to Board of Education member Ernest W. Kuehl Jr. and Superintendent Michele R. Weaver.

III. Election of Officers

District Clerk Kim Lawyer asked for a nomination for President of the Board of Education. A motion made by Ernest Kuehl, seconded by Debra Bechtold, to nominate Pamela Standhart as President of the Board of Education. There were no other nominations for President.

Vote: 5-yes. Motion Carried.

District Clerk Kim Lawyer asked for a nomination for Vice-President. A motion was made by Ernest Kuehl, seconded by Debra Bechtold, to nominate Becky Binder as Vice-President of the Board of Education. There were no other nominations for Vice-President.

Vote: 5-yes. Motion Carried.

IV. Oath of Office

Oath of Office was read by President Pamela Standhart and Vice President Becky Binder. President Standhart took over the chair.

V. Signing of Code of Ethics by Members of the Board of Education

At this time each member of the Board of Education signed a copy of the School Board Member Code of Ethics and received a copy of BOE Policy #6110 Code of Ethics for Board Members and All District Personnel.

VI. Pledge of Allegiance

President Standhart asked that all of those in attendance remain standing and observe a moment of silence in honor of the men and women who are serving in the armed forces.

VII. Appointment of Officers

On a motion made by Debra Bechtold, seconded by Ernest Kuehl, the Board of Education appointed the following officers:

District Clerk – Kim Lawyer
District Treasurer – Terrence Gillooley
Deputy Treasurer - Superintendent
Tax Collector – Maria Jones
Internal Claims Auditor-Todd Cipperly

Vote: 5-yes. Motion Carried.

VIII. Other Appointments

On a motion made by Debra Bechtold, seconded by Ernest Kuehl, the Board of Education approved the following Other Appointments:

| | |
|--|--|
| School Physician: | Bassett Health Care: \$80.00 per employee physical exam, \$80.00 per 19A Bus Driver Physical Exam Bassett Health Care: Student physicals |
| School Attorney: | Legal Counsel - Girvin & Ferlazzo, PC Bond Counsel-Barclay Damon LLP |
| Central Treasurer: | Extra classroom Activity Account: Donna Nunamann |
| Petty Cash Officer: | Maria Jones |
| Independent Auditor: | Bonadio Group |
| Records Management Officer: | Terrence Gillooley |
| Records Access Officer: | Terrence Gillooley |
| Asbestos (LEA) Designee: | Stephen Weinhofer |
| Purchasing Agent: | Terrence Gillooley |
| Title IX Officers: | Lori Petrosino and Rock Loiselle |
| Designated Education Official: | Maura Green (DEO) |
| Dignity For All Students Coordinator: | Michael Teator |
| Schoharie Area Workers' Compensation Plan: | Trustee: Terrence Gillooley Alternate: Michele R. Weaver |
| Section 504 Compliance Officer | Maura Green |
| Liaison for Homeless Children and Youth | Maura Green |

Vote: 5-yes. Motion Carried.

IX. Annual Designations

On a motion made by Debra Bechtold, seconded by Ernest Kuehl, the Board of Education approved the following Annual Designation:

Official Bank Depository - NBT Bank
CLASS Investment - JP Morgan/Chase

Adoption of Board of Education 2017-18 Calendar of Meetings (allowing for revisions as necessary)

July 13, 2017 Reorg, Regular Meeting
July 26, 2017 Regular Meeting
August 9, 2017 Regular Meeting
August 23, 2017 Regular Meeting
September 13, 2017 Regular Meeting
September 27, 2017 Regular Meeting
October 11, 2017 Regular Meeting
October 25, 2017 Regular Meeting
November 8, 2017 Regular Meeting
December 13, 2017 Regular Meeting
January 10, 2018 Regular Meeting

January 24, 2018 Regular Meeting
February 14, 2018 Regular Meeting
February 28, 2018 Regular Meeting
March 14, 2018 Regular Meeting
March 28, 2018 Regular Meeting
April 11, 2018 Regular Meeting
April 25, 2018 Regular Meeting
May 2, 2018 Public Hearing
May 15, 2018 Annual Election
May 23, 2018 Regular Meeting
June 13, 2018 Regular Meeting

Annual District Election - May 15, 2018 from 12:00 noon until 9:00 p.m.

Official Newspaper: Times-Journal

Vote: 5-yes.. Motion Carried.

X. Authorizations

On a motion made by Debra Bechtold, seconded by Ernest Kuehl, the Board of Education approved the following Authorizations:

Michele R. Weaver, Superintendent to act on behalf of Board filing necessary reports and forms

Michele R. Weaver, Superintendent to approve and sign State and Federal Reports

Re-Establish Petty Cash Funds:

\$100.00 School Lunch Fund
\$100.00 General Fund
\$100.00 Jr.-Sr. High School
\$100.00 Elementary School

Designation of Signatures on Checks: One signature required Terrence Gillooley, School Business Manager or Michele R. Weaver, Superintendent

Budget Transfers on Superintendent's approval up to \$10,000

Michele R. Weaver, Superintendent to apply for Grants in Aid (State and Federal)

Michele R. Weaver, Superintendent and President of the Board of Education authorized to sign and execute service contracts for student services and facility maintenance services

Michele R. Weaver Superintendent and/or Terrence Gillooley School Business Manager to certify payrolls

Michele R. Weaver Superintendent to approve attendance at conferences, conventions, workshops and the like

School District Charge Cards:

| | |
|---------|---|
| VISA | Superintendent and District Treasurer |
| WALMART | Superintendent and District Treasurer |
| | (two charge cards under the control of the Business Office) |

Vote: 5-yes. Motion Carried.

XI. Official Undertakings

On a motion made by Ernest Kuehl, seconded by Debra Bechtold, the Board of Education approved the following Official Undertakings:

- \$1,000,000 Employee Theft
- \$100,000 Forgery or Alteration
- \$50,000 Theft, Disappearance & Destruction Coverage (Money & Securities In & Out)
- \$1,000,000 Computer Fraud Coverage
- \$100,000 Computer Restoration Expense Coverage
- \$1,000,000 Fund Transfer Fraud Coverage
- \$100,000 Contracted BOCES Employee Coverage
- \$100,000 Shared Services Endorsement
- \$100,000 Social Engineering Fraud

Vote: 5-yes. Motion Carried.

XII. Other Items

On a motion made by Ernest Kuehl, seconded by Becky Binder, the Board of Education approved the following Other Items:

All policies and Code of Ethics presently in effect will continue to be in effect

Establish the mileage reimbursement rate – Consistent with IRS guidelines for the 2017-18 school year

Tax Collection - date and location of warrant: September 1, 2017- September 30, 2017 with no penalty; October 1-31, 2017-2% penalty NBT Bank

Re-Establish per diem substitute teacher/registered nurse compensation:

- Certified - \$93.00 per day;
- Daily Interim (over 20 consecutive days) \$112.00 per day;
- Non-Certified - \$75.00 per day

Re-establish hourly/daily substitute compensations:

| | July 1, 2017 | *January 1, 2018 |
|--|--|--|
| Teaching Assistant/Aides/Food Service Helpers/Monitors | \$10.00/hour, \$70.00/day | \$10.50/hour, \$75.00/day |
| Custodian/Cleaner | \$10.50/hour | \$11.00/hour |
| Daily Interim Custodial Sub (over 20 consecutive days) | \$11.00/hour (retro-day 1) | \$11.50/hour (retro-day 1) |
| Clerical | \$10.00/hour, \$70.00/day | \$10.50/hour, \$75.00/day |
| Daily Interim Clerical Sub (over 20 consecutive days) | \$11.00/hour, \$80.00/day(retro-day 1) | \$11.50/hour, \$85.00/day(retro-day 1) |
| Bus Aide | \$10.00/hour | \$10.50/hour |
| Bus Driver | \$17.25/hour | n/a |

*New York State increase in minimum wage effective December 31, 2017

Re-establish \$250 stipend to new bus drivers and new bus driver substitutes after the successful completion of the 30-hour basic course and continued employment with the district for one full year.

Vote: 5-yes. Motion Carried.

On a motion made by Debra Bechtold, seconded by Ernest Kuehl, the Board of Education approved the following Other Items:

Approve voting delegate

Appointment of standing Board committees/representatives

| | |
|--|-------------------------------|
| Policy Development and Review Committee Representative | Pam Standhart & Vicki Hoerz |
| Curriculum Committee Representative | Vicki Hoerz & Ernest Kuehl |
| Facility and Grounds Committee Representative | Debra Bechtold & Ernest Kuehl |
| Transportation Committee Representative | Becky Binder & Vicki Hoerz |
| Budget and Finance Committee Representative | Entire Board |
| Communication Committee Representative | Vicki Hoerz & Becky Binder |

Appointment of Chairman of Elections: Kim Lawyer, District Clerk

Official spokesperson of District: Michele R. Weaver, Superintendent

Michele R. Weaver, Superintendent to sign Change Orders and bring to the Board at their next scheduled meeting

Re-establish Tutoring/Academic Intervention Services rate at \$29.00 per hour
Re-establish the Bus Driver Instructor and Training Rate of \$25.00 per hour SBDI (School Bus Driver Instructor) and/or 19-A Certified Examiner credentials are required.

Vote: 5-yes. Motion Carried.

XIII Board action to move to Regular Board meeting

On a motion made by Ernest Kuehl, seconded by Debra Bechtold, the Board of Education move to the Regular Meeting at 4:54pm.

Vote: 5-yes. Motion Carried.

Date: July 13, 2017
Kind of Meeting: Regular Meeting
Members Present: Board President Pamela Standhart, Board Vice-President Becky Binder, Ernest Kuehl, Vicki Hoertz, Debra Bechtold
Others Present: Superintendent Michele Weaver, Jr.-Sr. High School Principal Lori Petrosino, School Business Manager Terrence Gillooley and Interested Citizens and Guests

I. Call to Order

The meeting was called to order by President Standhart at 4:55pm in the Junior/Senior High School Library Information Center.

II. Pledge of Allegiance

President Standhart asked that all of those in attendance remain standing and observe a moment of silence in honor of the men and women who are serving in the armed forces.

III. Privilege of the Floor

There were no comments at this time.

IV. Order of the Agenda

On a motion made by Ernest Kuehl, seconded by Debra Bechtold, the Board of Education approved the Order of the Agenda.

Vote: 5-yes. Motion Carried.

V. Minutes

On a motion made by Ernest Kuehl, seconded by Debra Bechtold, the Board of Education approved the minutes from meetings held June 14, 2017 and June 23, 2017.

Vote: 5-yes. Motion Carried.

Public Hearing: Smart Schools Investment Plan

At this time, Superintendent Weaver presented the Smart Schools Investment Plan. There were no questions at this time.

VI. Public Comments

There were no comments at this time.

VII. Board of Education Workshop/Discussion

The Board discussed having Executive Sessions prior to the meeting rather than at the end. The decision was made to open the meeting at 5pm on night's that Executive Sessions are needed and the Regular Session would begin at 6pm. The Board also decided to join Rural Schools Association and not to join NYSSBA this year. Superintendent Weaver recommended keeping funds to be used for conference attendance. Mrs. Weaver will reach out to Shari Keller, CASDA, to get dates for a BOE Retreat. The Board added the Senior Class Exit Interview to the May 23, 2018 BOE meeting calendar.

VIII. Personnel

On a motion made by Debra Bechtold, seconded by Becky Binder, the Board of Education approved the following Personnel items:

Superintendent recommends appointment of Kim Lawyer to the position of District Clerk for a yearly stipend of \$10,000 effective July 1, 2017 to June 30, 2018.

Superintendent recommends appointment of the following Summer Programming Staff, effective July 5, 2017 through August 18, 2017:

| | | |
|----------------|----------------|----------------|
| Mallorie Meyer | Office Support | \$14.68 hourly |
| Beth Smith | Teacher Aide | \$14.68 hourly |

School Business Manager recommends approval of the appointment of the following Summer Bus Drivers and Aides:

| | | | |
|--------------------|----------------------|--------|-----------------------------------|
| Driver Route 1 | Lloyd Paddock | Step 9 | Effective July 10-August 18, 2017 |
| Driver Route 2 | Jaime Carbonetto | Step 3 | Effective July 10-August 18, 2017 |
| Driver Route 3 | Erica Coons | Step 5 | Effective July 5-August 15, 2017 |
| Driver Route 4 | Rich Vilegi | Step 9 | Effective July 10-August 18, 2017 |
| Aide Route 1 | Barb Bender | Step 9 | Effective July 10-August 18, 2017 |
| Aide Route 2 | Maureen Sniffen | Step 9 | Effective July 10-August 18, 2017 |
| Driver Route A SLA | David Cain | Step 1 | Effective July 5-August 15, 2017 |
| Driver Route B SLA | Ken Decker | Step 1 | Effective July 5-August 18, 2017 |
| Driver Route C SLA | Claudette Wainwright | Step 1 | Effective July 5-August 15, 2017 |

Superintendent recommends approval of the appointment of Joy Jensen as District Data Coordinator for the 2017-18 school year at a rate of \$29/hour.

Superintendent recommends approval of the appointment of Deborah Herodes as Summer Learning Academy Lead Teacher for the 2017-18 school year for a stipend of \$1,000.

Vote: 5-yes. Motion Carried.

IX. New Business

On a motion made by Debra Bechtold, seconded by Ernest Kuehl, the Board of Education approved the following New Business items:

First Reading of the Code of Conduct. The Public Hearing for the Code of Conduct will be August 23, 2017.

Superintendent recommends approval of a Memorandum of Agreement by and between the Middleburgh Central School District and the Middleburgh Central School Administrators' Association, dated July 11, 2017.

Vote: 5-yes. Motion Carried.

On a motion made by Ernest Kuehl, seconded by Debra Bechtold, the Board of Education approved the following New Business resolution:

BOND RESOLUTION DATED JULY 13, 2017 OF THE BOARD OF EDUCATION OF THE MIDDLEBURGH CENTRAL SCHOOL DISTRICT AUTHORIZING NOT TO EXCEED \$224,644 AGGREGATE PRINCIPAL AMOUNT OF SERIAL GENERAL OBLIGATION BONDS TO FINANCE THE ACQUISITION OF SCHOOL BUSES AT AN ESTIMATED MAXIMUM COST OF \$224,644, LEVY OF TAX IN ANNUAL INSTALLMENTS IN PAYMENT THEREOF, THE EXPENDITURE OF SUCH SUM FOR SUCH PURPOSE, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the qualified voters of the Middleburgh Central School District, Middleburgh, New York (the "District"), at the annual meeting of such voters duly held on the 16th day of May, 2017, duly approved a proposition authorizing the issuance of serial general obligation bonds in an aggregate principal amount not to exceed \$224,644, to finance the acquisition of two (2) 48-passenger school buses during the 2017-18 school year;

NOW THEREFORE BE IT RESOLVED BY THIS BOARD OF EDUCATION AS FOLLOWS:

Section 1. The District shall purchase two (2) 66-passenger school buses during the 2017-18 school year, as more particularly described in Section 3 hereof, and as generally outlined to and considered by the voters of the District at the annual District meeting held on May 16, 2017.

Section 2. In order to finance the class of objects or purposes described herein, the District is hereby authorized to issue its serial general obligation bonds (the "Bonds") in the aggregate principal amount of not to exceed \$224,644 pursuant to the Local Finance Law of New York.

Section 3. The class of objects or purposes to be financed pursuant to this Resolution (the "Purpose") is the purchase of two (2) 48-passenger buses during the 2017-18 school year.

Section 4. It is hereby determined and declared that (a) the maximum cost of the Purpose, as estimated by the Board of Education, is \$224,644, (b) no money has heretofore been authorized to be applied to the payment of the cost of the Purpose, and (c) the District plans to finance the cost of the Purpose entirely from aid received from the State of New York and funds raised by the issuance of the Bonds and bond anticipation notes hereinafter referred to.

Section 5. It is hereby determined that the Purpose is one of the class of objects or purposes described in Subdivision 29 of Paragraph a of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of the Purpose is five (5) years.

Section 6. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the sale of the Bonds, including renewals of such notes, is hereby delegated to the President of the Board of Education, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said President of the Board of Education, consistent with the provisions of the Local Finance Law.

Section 7. The power to further authorize the issuance of the Bonds and bond anticipation notes and to prescribe the terms, form and contents of the Bonds and bond anticipation notes, including the consolidation with other issues and the use of substantially level debt, subject to the provisions of this Resolution and the Local Finance Law, and to sell and deliver the Bonds and bond anticipation notes, is hereby delegated to the President of the Board of Education. The President of the Board of Education is hereby authorized to sign and the District Clerk is hereby authorized to attest any Bonds and bond anticipation notes issued pursuant to this Resolution, and the District Clerk is hereby authorized to affix to such Bonds and bond anticipation notes the corporate seal of the District.

Section 8. The faith and credit of the District are hereby irrevocably pledged for the payment of the principal of and interest on the Bonds and bond anticipation notes as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. There shall be levied annually on all taxable real property of the District, a tax sufficient to pay the principal of and interest on such obligations as the same become due and payable.

Section 9. This Resolution shall constitute the declaration of the School District's "official intent" to reimburse expenditures authorized by Section 1 with proceeds of the Bonds and notes, as required by United States Treasury Regulation Section 1.150-2.

Section 10. This Resolution shall be published in full by the District Clerk together with a notice in substantially the form prescribed by Section 81.00 of said Local Finance Law, and such publication shall be in each official newspaper of the District. The validity of the Bonds or of any bond anticipation notes issued in anticipation of the sale of the Bonds may be contested only if such obligations are authorized for an object or purpose for which the District is not authorized to expend money, or the provisions of law which should be complied with at the date of publication of this Resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

Section 11. This Resolution shall take effect immediately upon its adoption.

Vote: 5-yes. Motion Carried.

X. Topics for Future Discussion and/or Board Action

XI. Board action to recess/adjourn meeting

On a motion made by Debra Bechtold, seconded by Vicki Hoerz, the Board of Education entered Executive Session at 5:07 p.m. for the purpose of discussing the employment history of one employee.

Vote: 5-yes. Motion Carried.

On a motion made by Becky Binder, seconded by Debra Bechtold, the Board of Education reconvened in Regular Session at 5:44 p.m.

Vote: 5-yes. Motion Carried.

On a motion made by Becky Binder, seconded by Debra Bechtold, the Board of Education adjourned the meeting at 5:44 p.m.

Vote: 5-yes. Motion Carried.

Kim Lawyer, District Clerk