

Board of Education Reorganization Meeting – July 11, 2018

Call to Order at 6:30 p.m., Penn Yan Elementary School Cafeteria, Three School Drive, Penn Yan, NY; District Clerk Katie Dean presiding

Board Members Present: J. Morehouse, K. Guenther, R. Johnson, P. Bacher, D. Willson, L. Elliott, R. Bloom, A. Yonts, E. Dinehart

Others Present: H. Dennis, C. Milliman, G. Baker, K. Dean, R. Perrault, W. Kinsey, T. Tansey, S. Barden, D. Pullen, K. Burcroff, K. Johnson, J. MacKerchar, L. Gillette, T. Webber, A. Pizura, D. McKay, Media Representatives, Community Members

Clerk Dean administered the Oath of Office to Board Members Elect: Renee Bloom, Emily Dinehart and Alicen Yonts

Election of Officers – Clerk Dean presiding

Renee Bloom nominated Jeff Morehouse to serve as President of the Board. Kathy Guenther seconded the nomination. Robin Johnson nominated David Willson to serve as President of the Board. Alicen Yonts seconded the nomination.

Voting for Mr. Morehouse were Renee Bloom, Kathy Guenther, Leslie Elliott and Jeff Morehouse. Voting for Mr. Willson were Robin Johnson, Alicen Yonts, Emily Dinehart, Phyllis Bacher and David Willson. Mr. Willson was declared the President of the Board with five votes.

David Willson nominated Robin Johnson to serve as Vice President of the Board. Alicen Yonts seconded the nomination. Renee Bloom nominated Kathy Guenther to serve as Vice President of the Board. Jeff Morehouse seconded the nomination.

Voting for Mrs. Johnson were David Willson, Alicen Yonts, Emily Dinehart, Phyllis Bacher and Robin Johnson. Since Mrs. Johnson received five votes, there was no need to hold a vote for Mrs. Guenther. Mrs. Johnson was declared the Vice-President of the Board.

Clerk Dean administered the Oath of Office to President Willson and Vice-President Johnson. She then turned the meeting over to President Willson.

A motion was made by Mrs. Johnson and seconded by Mrs. Yonts to approve the agenda. All present voted yes. Motion carried, 9-0.

Public Participation

Donna McKay addressed the Board with concerns regarding Homeschool Students and participation in extracurricular activities.

Appointment of Officers

A motion was made by Mrs. Johnson and seconded by Mr. Morehouse to approve the following appointments:

- A. District Clerk - Kathleen M. Dean, (\$4,937)
- B. Deputy Clerk – Becki A. Bailey, (at no additional salary)
- C. District Treasurer – Kim Fitzgerald, (salary authorized by Board action 5/23/18)
- D. Deputy Treasurer – Cathleen Milliman, (at no additional salary)
- E. Tax Collector and Deputies – Lyons National Bank and Cathleen Milliman, (at no additional salary)
- F. Claims Auditor – Ellen Murphy, (\$4,470)

All present voted yes. Motion carried, 9-0.

Appointment of Other Officials

A motion was made by Mrs. Elliott and seconded by Mrs. Bloom to approve the following appointments:

- A. School Physician Services – FLH Medical, P.C. , at an estimated annual cost of \$19,104.57
- B. School Attorney – The Firm of Ferrara, Fiorenza, Larrison, Barrett & Reitz, P.C.; and, the Law Firms of Trespasz & Marquardt, LLP and Donald A. Schneider as special counsel
- C. Census Enumerator – David Mulberger, Transportation Supervisor (at no additional salary)
- D. External Independent Auditor – Raymond Wager, in accordance with the contract dated May 2016 for Professional Auditing Services, at an estimated annual cost of \$18,975
- E. Local Education Agency Representative (Asbestos Management Person) – Kevin Johnson (at no additional salary)
- F. Purchasing Agent – Cathleen Milliman, Assistant Superintendent for Business (at no additional salary)
- G. District Safety Coordinator – Ann Paige (\$1,086)
- H. Chemical Hygiene Officer – Ann Paige (\$1,500), who is qualified by training or experience, to provide technical guidance in the development and implementation of the provisions of the Chemical Hygiene Plan
- I. Civil Rights Compliance Officers (Title IX) – Warren Kinsey and Becky Perrault (at no additional salary)
- J. Records Access Officer – Kathleen M. Dean (at no additional salary)
- K. Board of Registration - (Regular rate of pay)

Becki A. Bailey
Kim Dinehart
Susan Johnson
Kim Fitzgerald

- L. PYCSD Safety Committee:
- | | | |
|-------------------|----------------|----------------|
| Ann Paige, Chair | Tobin Tansey | Chris Warriner |
| Edward Foote | Lori Spencer | Sue Anderson |
| Dana Burton | Stacy Wyant | Jeff Stewart |
| Cathleen Milliman | Dave Mulberger | Phyllis Bacher |
| Kelley Johnson | David Pullen | Warren Kinsey |
| Kathy Guenther | Robin Johnson | Alicen Yonts |
| Leslie Elliott | | |
- M. Civil Service Appointment Officer – Cathleen Milliman (at no additional salary)
- N. School Pesticide Representative – Kevin Johnson (at no additional salary)
- O. Central Treasurer/Extra-Classroom Activity Accounts:
Penn Yan Academy – Deb Lent, at no additional salary
Penn Yan Middle School – Joelle Condella, at no additional salary
Faculty Auditor – Ellen Murphy, at no additional salary
- P. Dean of Students – Robert Grattan (\$1364) and Brian Hobart (\$2122)
- Q. Staff Developer/Mentor Teacher (\$3974 for 1.0 FTE) - Kerry Fitch (1.0 FTE), Christine Hallings (1.0 FTE), Chris Wickham (1.0 FTE), and Jeanette Simpson (.5 FTE)
- R. Supervisors of Attendance - Robert Grattan and Brian Hobart
- S. Committee on Special Education
Stacey Barden, Director of Student Support Services
School Psychologists
Any School Employee assigned by Stacey Barden
- T. Committee on Preschool Special Education
Stacey Barden, Director of Student Support Services
School Psychologists
Any School Employee assigned by Stacey Barden
- U. Liaison(s) for Homeless Children and Youth - Heather Hulse, Meghan Trombley, Connie Covert
- V. Dignity Act Coordinators
Heather Hulse - Elementary School
Meghan Trombley - Middle School
Connie Covert - High School
Rebecca Perrault - District
- W. Educational Officials Designated to receive court notification regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings

Edward Foote - Elementary School
Kelley Johnson - Middle School
David Pullen - High School

- X. Reviewing Official, Hearing Official and Verification Official for Participation in the Federal Child Nutrition Program - Dana Burton
- Y. District Wellness Coordinators - Jon MacKerchar and Becki Bailey (\$500 each - paid by Excellus)
- Z. Designation of Stacey Barden, Director of Student Support Services as Foster Care Point of Contact

All present voted yes. Motion carried, 9-0.

Designations

A motion was made by Mrs. Bacher and seconded by Mrs. Johnson to approve the following:

- A. Official Bank Depository – Recommend continuance Five Star Bank (with a maximum holding in the amount of \$30 million); and Bank of the Finger Lakes, Community Bank N.A., Lyons National Bank, and/or JP Morgan Chase Bank as needed, secondarily (with a maximum holding of \$10 million for each)
- B. Establishment of Board of Education Meeting Dates:
 - August 1, 2018
 - August 22, 2018
 - September 5, 2018
 - September 19, 2018
 - October 3, 2018
 - October 24, 2018
 - November 14, 2018
 - December 12, 2018
 - January 16, 2019
 - January 30, 2019
 - February 13, 2019
 - March 6, 2019
 - March 20, 2019
 - April 10, 2019
 - April 24, 2019
 - May 8, 2019 Public Budget Hearing
 - May 21, 2019 Annual Budget Vote/Election of Board Members - noon to 8:00 p.m.
 - May 22, 2019
 - June 12, 2019
- C. Official Newspapers – “Chronicle Express” and “Dundee Observer”

All present voted yes. Motion carried, 9-0.

Authorizations

A motion was made by Mrs. Johnson and seconded by Mr. Morehouse to authorize the following:

- A. Superintendent to Certify Payrolls
- B. Superintendent to Approve Attendance of School Personnel and Board Members at Conferences, Conventions, Workshops; Student Field Trips, and any other event out of the District with expenses, other than Overnight Student Field Trips
- C. Superintendent to Approve Appointments for Employment of Substitutes; Employment of Current Employees for Summer Curriculum Development, Staff Development, and Orientation; Consultants; Change of Assignment involving only location or program change; Acceptance of Services of Volunteers or Individuals Paid by Other Organizations; and Payment for Graduate Hours
- D. Petty Cash Funds be Established, as follows:

District Office	Becki A. Bailey	\$100
Middle School Office	Joelle Condella	\$100
Bus Garage Office	Dave Mulberger	\$100
Food Service Offices	Dana Burton:	
	PYE Cafeteria	\$ 75
	PYMS Cafeteria	\$ 50
	PYA Cafeteria	\$ 75
Athletics Office	Tobin Tansey	
	Gate 1 Receipts	\$200
	Gate 2 Receipts	\$200
	Large Sporting Events	\$500
	Cathleen Milliman	
	Concession Stand	\$200

- E. Checks for the School District shall bear the Signature of the District Treasurer, by hand or facsimile. Only in the event the Treasurer is unavailable, the Deputy Treasurer is Authorized to Affix the Required Signature.
- F. Superintendent to Make Budget Transfers within limits prescribed by Commissioner's Regulation Section 170.2 and Board guidelines
- G. Delegation of authority for the Assistant Superintendent for Business to act in lieu of Superintendent, in event of extended illness, incapacity, or extended absence from District
- H. Superintendent to Apply for Grants in Aid (State and Federal)
- I. Superintendent as Designee to Make Determination Concerning Student Residency

WHEREAS, Section 100.2(y) of the Commissioner's Regulations regarding the determination of student residency authorizes the Board of Education or its designee to determine whether a child is entitled to attend the schools of the District on a tuition-free basis; and

WHEREAS, it is the determination of the Board of Education that it is in the best interests of the District that the Superintendent of Schools perform this function under the Commissioner's Regulations, rather than the Board of Education, to ensure a timely and efficient due process procedure under this regulation;

NOW, THEREFORE, BE IT RESOLVED that the Superintendent of Schools is hereby designated by the Board of Education to make determinations concerning student residency under Section 100.2(y) of the Commissioner's Regulations. Prior to making a determination concerning entitlement to attend the District's schools, the Superintendent shall afford the child's parent, the person in parental relation to the child or the child, as appropriate, the opportunity to submit information concerning the child's right to attend school in the District. The Superintendent shall also comply with the written notice of determination provisions contained in such regulation, including notification of the right to appeal to the Commissioner of Education.

- J. Participation in and payment of dues for New York State School Boards Association for 2018-19
- K. Participation in and payment of dues for Four County School Boards Association for 2018-19
- L. Participation in and payment of dues for Upstate Institute for School Board & Staff Development (formerly Genesee Valley School Boards Institute) for 2018-19
- M. Participation in and payment of dues for Rural Schools Association for 2018-19
- N. Designation for Assistant Superintendent for Business to approve tax roll changes that are received from the County
- O. Approval of Certification of Lead Evaluators as follows:

The Annual Professional Performance Review (APPR) regulations of the Board of Regents provides that, in order to be certified as lead evaluators, administrators must be trained in the following nine elements:

1. NYS Teaching Standards, and their related elements and performance indicators or ISLLC standards and their related functions;
2. Evidence-based observation techniques grounded in research;
3. Application and use of the student growth percentile model and the value-added growth model;
4. Application and use of approved teacher or principal practice rubric(s) selected by the district or BOCES for use in evaluations, including training on the effective application of such rubrics to observe a teacher's or principal's practice;
5. Application and use of any assessment tools that the school district or BOCES utilizes to evaluate its classroom teachers or building principals, including but not limited to, structured portfolio reviews; student, parent, teacher and/or community surveys; professional growth goals and school improvement goals, etc.;
6. Application and use of any State-approved locally-selected measures of student achievement used by the school district or BOCES to evaluate its teachers or principals;

7. Use of the Statewide Instructional Reporting System;
8. Scoring methodology utilized by the Department and/or the district or BOCES to evaluate a teacher or principal under this Subpart, including how scores are generated for each subcomponent and the composite effectiveness score and application and use of the scoring ranges prescribed by the Commissioner
9. Specific considerations in evaluating teachers and principals of English language learners and students with disabilities.

By virtue of the fact of having participated in the Lead Evaluator Training provided by sources including, but not limited to, the New York State Education Department, Wayne-Finger Lakes BOCES, New York State Council of School Superintendents/ LEAF, Network Team, webinars and in-district workshops, the following people are considered as Certified Lead Evaluators for the 2018-2019 School Year:

- Edward Foote, Elementary Principal
- Karen Burcroff, Elementary Assistant Principal
- Kelley Johnson, Middle School Principal
- David Pullen, High School Principal
- Warren Kinsey, Assistant High School Principal
- Tobin Tansey, Assistant High School Principal
- Stacey Barden, Director of Student Support Services
- Rebecca Perrault, Director of District Data
- Gregory Baker, Assistant Superintendent for Instruction
- Howard Dennis, Superintendent of Schools

All present voted yes. Motion carried, 9-0.

Official Undertakings (Bonding of Personnel)

A motion was made by Mrs. Johnson and seconded by Mrs. Elliott to approve the following:

- A. District Treasurer – Blanket Position Bond, \$5,000,000 – Utica Mutual Insurance Company
- B. Deputy Treasurer - \$5,000,000
- C. District Tax Collector - \$1,000,000
- D. Central Treasurers (Extraclassroom Activities) - \$50,000
- E. Internal Claims Auditor - \$50,000

All present voted yes. Motion carried, 9-0.

Miscellaneous Procedures and Policies

A motion was made by Mr. Morehouse and seconded by Mrs. Bacher to approve the following:

- A. Policies, Job Descriptions, and Code of Ethics in existence as of June 30, 2018, are carried in force, unless or until changed or terminated by subsequent Board action

- B. Mileage Reimbursement – per contract, or at applicable IRS rate (for persons not covered by contract) – reimbursement will not be paid if school car is available and request for use of school car has not been made
- C. Continued participation in Special State and Federal Programs (i.e., School Lunch, E.S.S.A., Pre-Kindergarten, Handicapped, and others)
- D. Authorization for Facilities Use Fees for 2018-19, at the following rates:

In addition to actual wage costs for custodial or maintenance personnel, paid in accordance with applicable negotiated collective bargaining agreement, the following charges shall apply:

<u>Overhead Charges</u>	<u>Per Hour</u>
PYE Cafeteria	\$10.00
PYE Cafeteria w/Air Conditioning	\$15.00
PYE Gym	\$10.00
PYMS Cafeteria	\$10.00
PYMS Auditorium	\$10.00
PYMS Gym	\$10.00
PYA Cafeteria	\$10.00
PYA Cafeteria w/Air Conditioning	\$15.00
PYA Auditorium	\$25.00
PYA Gym	\$10.00
PYA Gym w/Air Conditioning	\$15.00
Track & Field	\$100.00
Track & Field w/Lights	\$125.00
Per production charge for auditorium stage and lighting	\$75.00

- E. Authorization for Continuation of Interscholastic Athletics Admission Price Policy for 2018-19, at the following rates for home contests:

<u>AT THE GATE</u>	<u>ADULT</u>	<u>STUDENT</u>
Football	\$2.00	\$1.00
Basketball	\$2.00	\$1.00
Wrestling	\$2.00	\$1.00
Lacrosse	\$2.00	\$1.00

There is no charge for any other home athletic contests at Penn Yan.

POST SEASON CONTESTS will be charged per Section V policy.

SEASON PASSES: (available at PYA Athletics Office)

ALL SPORTS	\$25.00
FOOTBALL	\$ 6.00
BOYS BASKETBALL	\$18.00
GIRLS BASKETBALL	\$18.00
WRESTLING	\$ 6.00
BOYS LACROSSE	\$14.00
GIRLS LACROSSE	\$14.00

Senior Citizens Pass	No Fee	(available at PYA Athletics Office)
Parents Pass	No Fee	(distributed via team members)

The above fees and passes DO NOT include post season contests, or tournaments, held in the Penn Yan Central School District.

F. Authorization for the Accounting of Fixed Assets in Accordance with Board of Education Policy #5620

G. Authorization of 2018-19 Substitute Pay Rates:

<u>Position</u>	<u>Rate of Pay</u>
Keyboard Specialist	Minimum Wage
Library Clerk	Minimum Wage
Teacher Aide	Minimum Wage
Clerk	Minimum Wage
School Monitor	Minimum Wage
School Bus Attendant	Minimum Wage
Food Service Helper	Minimum Wage
School Lunch Cashier	Minimum Wage
Custodial Worker	Minimum Wage
Custodian	\$11.00/hr.
Bldg. Maintenance Worker	Minimum Wage
Courier	Minimum Wage
Automotive Mechanic	Minimum Wage
Registered School Nurse	\$15.00/hr.
Licensed Practical Nurse	\$12.50/hr.
School Bus Driver	\$12.50/hr.
Bus Garage Helper (Bus Washer)	Minimum Wage
Teacher retired from District	\$105.00/day
Teacher – Certified	\$95.00/day
Teacher – Non-certified	\$85.00/day
Teaching Assistant – Certified	\$90.00/day
Teaching Assistant – Non-certified	\$80.00/day
Building Substitute	\$105.00/day (1 st year Building Sub) \$110.00/day (returning Building Sub)

H. Approval of 2018-19 Pay Rates as follows:

<u>Position</u>	<u>Rate of Pay</u>
Student Workers	Minimum Wage
Riding Route Rate	Minimum Wage
Summer In-Service (Teachers & Teaching Asst.)	\$27/hr.
In-Service Trainers	\$50/hr.
Building Instructional Council In-Service	\$27/hr.
Tutor	\$20/hr.
Adult Education Instructor	\$25/hr. certified
Adult Education Instructor	\$22.50/hr. non-certified
Technician to Stream Videos	\$25/hr.

I. Establishment of Standard Stipend Amount for Drama Production Pit Orchestra Members as follows:

<u>Per Rehearsal:</u>	Adult Members	\$15
<u>Per Performance:</u>	Adult Members	\$25

- J. Approval of General Resolution for the Purpose of Participating in a Cooperative Bid Coordinated by the Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties for Various Commodities and/or Services

WHEREAS, The Board of Education, Penn Yan Central School District of New York State desires to participate in a Cooperative Bidding Program conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties from year to year or, until this Resolution is rescinded, for the purchase of Various Commodities and/or Services. And...

WHEREAS, The Board of Education, Penn Yan Central School District of New York State is desirous of participating with The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties in the joint bid of the commodities and/or services mentioned below as authorized by General Municipal Law, Section 119-o... And...

WHEREAS, The Board of Education, Penn Yan Central School District of New York State has appointed The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties as representative to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Board of Education, Penn Yan Central School District of New York State and making recommendations thereon...

THEREFORE, BE IT RESOLVED, That the Board of Education, Penn Yan Central School District of New York State and The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties hereby accepts the appointment of The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters related above... And...

BE IT FURTHER RESOLVED, That the Board of Education, Penn Yan Central School District of New York State authorizes the above-mentioned Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters regarding the entering into contract for the purchase of the below-mentioned commodities and/or services... And...

BE IT FURTHER RESOLVED, That the Board of Education Penn Yan Central School District of New York State agrees to assume its equitable share of the costs incurred as a result of the cooperative bidding... And...

NOW, THEREFORE, BE IT RESOLVED, That the Assistant Superintendent for Business on behalf of the Board of Education, Penn Yan Central School District of New York State hereby is authorized to participate in cooperative bidding conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties for various commodities and/or services and if requested to furnish The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties an estimated minimum number of units that will be purchased by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties. The Board of

Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties is hereby authorized to award cooperative bids to the bidder deemed to be the lowest responsive and responsible meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts.

- K. Approval of General Resolution for the Purpose of Participating in a Cooperative Bid Coordinated by the Monroe 2-Orleans BOCES as follows:

WHEREAS, it is the plan of a number of public school districts, other BOCES organizations, and the Monroe 2-Orleans BOCES (the "BOCES") during the 2018-19 school year to bid jointly for the purchase of various types of computers and technology commodities (the "Commodities"); and

WHEREAS, the Penn Yan Central School District ("the School District") is desirous of participating in the joint bidding of the Commodities, as authorized by General Municipal Law, Article 5-G; and

WHEREAS, this Board of Education has received and reviewed the Cooperative Bid Procedures ("the Procedures") governing its rights and responsibilities should it elect to participate in the joint bidding of the Commodities; and

BE IT RESOLVED, that the Board of Education hereby appoints the superintendent or designee to represent it in all matters related above; and

BE IT FURTHER RESOLVED, that in accordance with Cooperative Bid Procedures the Board of Education agrees to award bid item purchases according to the recommendations of the BOCES if such award is in the best interest of the school district.

- L. Establishment of charge for photocopying in accordance with Board of Education Policy #3310 - Public Access to Records at .25 cents per page

- M. Approval of 2018-19 Compensation Rates for Athletic Events as follows:

Varsity/JV/Modified Games for Outdoor Sports (Football/Lacrosse/Baseball/Softball/Soccer/Cross Country):

Police	\$70.00
Site Supervisor	\$50.00
Security	\$45.00
Tickets	\$35.00
Scoreboard	\$25.00 per game
Shot Clock	\$25.00 per game
Scorebook	\$25.00 per game
Pitch Count	\$25.00 per game
Chain Crew (football)	\$15.00 per game

Varsity/JV/Modified meet for Outdoor Sports (Track):

Site Supervisor	\$70.00 for meets of 4 or more teams and/or more than 3 hours <u>OR</u> \$50.00 for meets of 4 or less teams and less than 3 hours
Security	\$65.00 for meets of 4 or more teams and/or more than 3 hours <u>OR</u> \$45.00 for meets of 4 or less teams and less than 3 hours

Scorebook \$35.00 for meets of 4 or more teams and/or more than 3 hours OR
\$25.00 for meets of 4 or less teams and less than 3 hours

Varsity/JV games for Indoor Sports (Basketball/Volleyball/Wrestling):

Police \$70.00
Site Supervisor \$50.00 for 2 games
Security \$45.00 for 2 games
Tickets \$35.00 for 2 games
Scoreboard \$25.00 per game
Shot Clock \$25.00 per game
Scorebook \$25.00 per game

Modified games for Indoor Sports (Basketball/Volleyball):

Site Supervisor \$30.00
Security \$25.00
Scoreboard \$25.00
Shot Clock \$25.00
Scorebook \$25.00

Modified matches for Indoor Sports (Wrestling):

Site Supervisor \$60.00 for matches of 4 or more teams and/or more than 3 hrs. OR
\$50.00 for matches of 4 or less teams and less than 3 hours
Security \$55.00 for matches of 4 or more teams and/or more than 3 hrs. OR
\$45.00 for matches of 4 teams and less than 3 hours
Scoreboard \$35.00 for matches of 4 or more teams and/or more than 3 hrs. OR
\$25.00 for matches of 4 or less teams and less than 3 hours
Scorebook \$35.00 for matches of 4 or more teams and/or more than 3 hrs. OR
\$25.00 for matches of 4 or less teams and less than 3 hours

N. Establishment of Annual Non-Resident Tuition Rates for 2018-19 as follows:

K-Grades 6: \$ 3,500

Grades 7-12: \$ 4,000

O. Authorization for utilization of regular employees and currently approved certified and non-certified substitutes for filling per diem vacancies in the summer programs

P. Establishment of Rate of Pay for Impartial Hearing Officer at \$100/hour

Q. Establishment of Cell Phone Stipend in the amount of \$50/month for Designated Employees

R. Approval of 2018-19 Standard Work Hours

<u>Title</u>	<u>Hrs./Day</u>
Food Service Director	8.0
Building Maintenance Supervisor	8.0
Building Maintenance Worker	8.0
Groundskeeper	8.0
Courier	8.0
Head Custodian	8.0
Custodian	8.0

Custodial Worker	8.0
Computer Technician	8.0
Assistant Transportation Supervisor	8.0
Automotive Mechanic	8.0
Garage Attendant	8.0
Senior Stenographer	7.5
Payroll Clerk	7.5
Purchasing Clerk	7.5
Receptionist/Typist	7.5
Treasurer	7.5
Keyboard Specialist	7.5
Clerk	7.5
Library Clerk	7.5
Registered Nurse	7.5
Licensed Practical Nurse	7.5
Occupational Therapist	7.5
Teacher Aide	7.0
Monitor	6.0
Cook	6.0
Food Service Helper	6.0
School Lunch Cashier	6.0
Bus Driver	6.0
Bus Attendant	6.0

All present voted yes. Motion carried, 9-0.

Appointments (by President):

BOCES Representative: Emily Dinehart

Quality Instruction Council: Kathy Guenther

Audit/Finance Committee: Jeff Morehouse, Leslie Elliott, Renee Bloom

Safety Committee: Kathy Guenther, Alicen Yonts, Robin Johnson, Leslie Elliott

Code of Conduct Committee: Kathy Guenther, David Willson

Athletic Code of Conduct Committee: Alicen Yonts, Robin Johnson, David Willson,
Emily Dinehart

Building Committee: Kathy Guenther, Jeff Morehouse, Robin
Johnson, Renee Bloom

Four County School Boards Association
Executive Committee

Representative: Robin Johnson

Alternate: David Willson

Legislative Committee

Representative: Robin Johnson (also currently serving as First Vice-

Alternate: President of 4CSBA)
Leslie Elliott

New York State School Boards Association

Delegate: David Willson
Alternate: Robin Johnson

Information and Reports

- A. PYA Assistant Principal Warren Kinsey provided an overview of the changes to the District Emergency Plan.
- B. PYA Assistant Principal and Administrator for Health, Physical Education and Athletics Tobin Tansey reviewed the changes to the Athletic Code of Conduct.

Board Member and Superintendent Comments

- A. Robin Johnson thanked Alicen Yonts, Leslie Elliott and Emily Dinehart for attending the Four County School Boards Association's workshop for newly elected board members. Mrs. Johnson, Mrs. Guenther and Mr. Dennis attended the retirement reception for Sharon Sweeney and indicated it was a wonderful event honoring Sharon for her countless hours of dedication and commitment.

Kathy Guenther attended the Rural Schools Association Conference in Cooperstown and indicated there were several beneficial sessions provided, including School Garden – Farm to Table workshop, the Family Engagement workshop, Safe Schools workshop and the Community/Business involvement seminar. Mrs. Guenther appreciates the opportunity to attend the conference.

- B. Superintendent Howard Dennis indicated summer school is off to a great start, staff members have been extremely busy attending professional development offerings, Extended School Day is in full swing and driver's education has begun.

Mr. Dennis reported the capital project is well underway. 99% of the blacktop has been removed, the 6" water main, storm and sanitary piping has been received and at this stage, the construction work is approximately 8 days ahead of schedule. A more detailed construction project update will be provided at the 8/1 board meeting.

Consent Agenda/Routine Matters

A motion was made by Mrs. Johnson and seconded by Mr. Morehouse to approve the following routine matters:

- A. Acceptance of June 13, 2018 Board of Education Meeting Minutes (FY-2019-01)
- B. Approval of Overnight Field Trip, Natural Helpers, Watson Homestead, Painted Post, NY, November 14-16, 2018 (FY-2019-02)
- C. Approval of Non-Public School Transportation Request(s):

<u>Name</u>	<u>School</u>
Henry Shriver	St. Michael School

Graham Hallings	St. Michael School
Debra Harris	St. Michael School
Denis and Alayna Gilmartin	St. Michael School
Emily and Lily Manson	St. Michael School

- D. Acceptance of Special Education Report (FY-2019-03)
- E. Approval of 2018-19 District Emergency Plan (FY-2019-04)
- F. Approval of 2018-19 Athletic Code of Conduct (FY-2019-05)
- G. Approval of Memorandum of Agreement between Marcus Whitman Central School District and Penn Yan Central School District regarding a Combined Wrestling Program (FY-2019-06)

All present voted yes. Motion carried, 9-0.

Consent Agenda/Finance Matters

A motion was made by Mrs. Johnson and seconded by Mrs. Bloom to approve the following financial matters:

- A. Approval of Finger Lakes Area School Health Partnership (FLASHP) Municipal Cooperative Agreement to Provide Health Benefits (FY-2019-07)
- B. Acceptance of Donation(s):
 - 1. \$352 from numerous attendees at the FFA Banquet for the PY FFA
- C. Declaration of Surplus Items and Authorization for Assistant Superintendent for Business to dispose of them as she deems most appropriate:
 - * 12 copies of The Elements of Style: Third Edition
 - * 6 copies of The Lively Art of Writing: Third Edition
 - * 80 copies of Elements of Literature: Third Course
 - * 22 copies of Elements of Literature: Fifth Course
 - * 100 Acer V173 LCD Monitors, 17" Display, VGA interface
 - * 60 HP Pro 3000SFF PC's, Intel Core 2 Duo CPU
 - * 1 Book Binding Machine
- D. Approval of Extended School Day Site Coordinator Program Assistant Agreement between Penn Yan Central School District and Alison Dennis (FY-2019-08)
- E. Approval of Head Start (ProAction) Lease Agreement (FY-2019-09)
- F. Approval of 2018-19 UPK Contracts:
 - 1. Keuka Lake School (ARC of Yates) (FY-2019-10)
 - 2. Rainbow Junction (FY-2019-11)
 - 3. Head Start (ProAction) (FY-2019-12)
- G. Approval of Recommended Bid Award for Site Construction Contract #102 to LG Evans Construction, Inc. in the amount of \$2,190,000 (FY-2019-13)

Mrs. Bacher thanked the generous donors for the donations for FFA.

All present voted yes. Motion carried, 9-0.

Personnel Matters

A motion was made by Mr. Morehouse and seconded by Mrs. Elliott to approve the following personnel matters:

A. Approval of Non-Certified Personnel Report

Appointments

<u>Name</u>	<u>Position</u>	<u>Eff. Date, Stipend</u>
Rose Kerrick	School Bus Attendance Long Term Sub	5/9-6/30/18, step 1, sch. 7
Bert Dailey	Building Security	7/1/18-6/30/19 (weekends & holidays), \$49/day
Katie Dean * Funded by FLASHP Wellness Funds	Coordinator, Weight Watchers at Work	7/1/18-6/30/19, \$200 *
Alison Dennis	Extended School Day Site Coordinator Program Assistant	7/1/18, \$17.50/hr.
Lindsey Morehouse	Temporary Website/Social Media Coordinator	7/1/18, 15-20 hrs./week, \$15/hr.

Completion of Probation/Permanent Appointment

<u>Name</u>	<u>Position</u>	<u>Eff. Date</u>
Mara Wood	Keyboard Specialist	7/31/18

Summer School Appointment(s)

<u>Name</u>	<u>Position</u>	<u>Eff. Date, Stipend</u>
Mark Martin	Bus Driver	7/9-8/17/18, reg. hrly. rate
Janet Smart	Bus Driver	7/9-8/17/18, reg. hrly. rate
Sharise Shermer	School Bus Attendant	7/9-8/17/18, reg. hrly. rate
Tamahara Hansen	School Bus Attendant	7/9-8/17/18, reg. hrly. rate

B. Approval of Certified Personnel Report

Resignation(s)

<u>Name</u>	<u>Position</u>	<u>Eff. Date</u>
Nicole Hall	Special Education Teacher	6/15/18
Lisa Thompson	Elementary Education Teacher	7/1/18

Appointment(s)

Name of Appointee: Toree Howe
Assignment: Elementary Long Term Substitute
Date of Commencement of Service: September 1, 2018
Expiration Date of the Appointment: December 21, 2018
Salary: Base Salary: Step 1 \$ 41,297
Total Salary \$ 41,297 *

* Graduate hours will be added upon receipt of transcript

Name of Appointee: Mary-Lynn McHugh
Tenure Area: School Psychologist
Date of Commencement of Service: September 1, 2018
Expiration Date of the Appointment: September 1, 2022
Salary: Base Salary: Step 1 \$ 41,297
66 hrs. @ \$74 \$ 4,884
Psych. Differential \$ 1,385
Total Salary \$ 47,566

Name of Appointee: Amie Pizura
Tenure Area: Special Education
Date of Commencement of Service: September 1, 2018
Expiration Date of the Appointment: September 1, 2022
Salary: Base Salary: Step 4 \$ 44,292
33 hrs. @ \$74 \$ 2,442
Total Salary \$ 46,734

Name of Appointee: Antone Olney
 Tenure Area: Teaching Assistant
 Date of Commencement of Service: September 1, 2018
 Expiration Date of the Appointment: September 1, 2022
 Salary: Base Salary: Step 1 \$ 20,652
 Total Salary \$ 20,652

2018-19 Family Support Service Center Appointments

<u>Name</u>	<u>Position</u>	<u>Eff. Dates, Stipend</u>
Connie Covert	Counselor	7/1/18-6/30/19, \$36/hr.
Joanne Canty	Counselor	7/1/18-6/30/19, \$36/hr.
Jaime Bond	Counselor	7/1/18-6/30/19, \$36/hr.
Lisa Couperus	Counselor	7/1/18-6/30/19, \$36/hr.
Deb Holland	Program Coordinator	7/1/18-6/30/19, \$40/hr.
Susan McGowen	Clinical Supervisor	7/1/18-6/30/19, \$80/hr.
Mark Fish	Summer Clinician Trainer	7/1/18-8/31/18, \$560

Appointments

<u>Name</u>	<u>Position</u>	<u>Eff. Date, Stipend</u>
Deb Podsiadlo	Building Substitute (PYMS)	9/1/18-6/26/19, \$105/day
Courtney Ovenshire	Summer School Teacher	7/9-8/17/18, \$32/hr.

2017-18 Extracurricular/Advisor Appointments

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Jon MacKerchar	Ski Club Ass't 4	\$658

- C. Approval of Memorandum of Agreement between the Penn Yan Central School District and the Civil Service Employees' Association regarding the salary increase of Pamela Newcomb as a result of her promotion from Food Service Helper to Cook (FY-2019-14)
- D. Approval of Amendment to Superintendent's Employment Agreement (FY-2019-15)
- E. Approval of Changes to the following Summer School Appointments and authorization to amend the minutes of May 23, 2018 regarding same:

2018 Summer School Appointments

<u>Name</u>	<u>Position</u>	<u>Eff. Dates, Stipend</u>
Kelly Rowe	Teaching Assistant	7/9-8/17/18

Sandy Welker

Teaching Assistant

7/9-8/3/18

All present voted yes. Motion carried, 9-0.

The Meeting was adjourned at 6:57 p.m. on a motion made by Mrs. Bacher and seconded by Mrs. Johnson. All present voted yes. Motion carried, 9-0.

Respectfully submitted,

Kathleen M. Dean
District Clerk