

*A Public Hearing regarding the District Emergency Safety Plan was held at 6:15 p.m. (FY-2020-001)*

## **Board of Education Reorganization Meeting - July 10, 2019**

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

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

**Board Member(s) Absent/Excused:** L. Elliott

**Others Present:** H. Dennis, C. Milliman, G. Baker, K. Champlin, R. Perrault, W. Kinsey, K. Johnson, J. MacKerchar, D. Pullen, T. Webber, G. Lawson - Media Representative, G. Chamberlain - Media Representative

Clerk Champlin administered the Oath of Office to Board Members Elect: Phyllis Bacher and Jeff Morehouse. (Board Member Elect Kathy Guenther was previously sworn in at the District Office on July 9, 2019)

**Election of Officers** – Clerk Champlin presiding

Robin Johnson nominated David Willson to serve as President of the Board. Alicen Yonts seconded the nomination. The nomination carried, 7-0-1 with Mrs. Guenther abstaining. Mr. Willson was declared the President of the Board.

David Willson nominated Robin Johnson to serve as Vice President of the Board. Alicen Yonts seconded the nomination. The nomination carried, 7-0-1 with Mrs. Guenther abstaining. Mrs. Johnson was declared the Vice-President of the Board.

Clerk Champlin 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. Bacher and seconded by Mr. Morehouse to approve the revised agenda. All present voted yes. Motion carried, 8-0.

### **Appointment of Officers**

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

- A. District Clerk - Kathleen M. Champlin, (\$5,085)
- B. Deputy Clerk – Becki A. Bailey, (at no additional salary)
- C. District Treasurer – Kim Fitzgerald, (salary authorized by Board action 5/22/19)

- 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, (\$4,604)

All present voted yes. Motion carried, 8-0.

### **Appointment of Other Officials**

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

- A. School Physician Services – FLH Medical, P.C. , at an estimated annual cost of \$19,391.14
- 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 – Mengel, Metzger, Barr & Co. in accordance with the contract dated May 2016 for Professional Auditing Services, at an estimated annual cost of \$19,525
- 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 – Tina Webber (\$1,119)
- H. Chemical Hygiene Officer – Bryan Hill (\$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. Champlin (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:  
Tina Webber, Chair (District Safety Coordinator)  
Jon MacKerchar                      Edward Foote                      Lori Spencer  
Sue Anderson                      Dana Burton                      Jeff Stewart  
Cathleen Milliman                      Dave Mulberger                      Kelley Johnson  
David Pullen                      Warren Kinsey                      Kathy Guenther  
Robin Johnson                      Alicen Yonts                      Leslie Elliott  
Greg Hawk (NYSIR)                      Connie Wallis (NYSIR)
  
- 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 (\$1405) and Brian Hobart (\$2186)
  
- Q. Staff Developer/Mentor Teacher (\$4093 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 - Becki Bailey and Heather Fitzgerald (\$750 each - paid by Smola Consulting)
- Z. Designation of Stacey Barden, Director of Student Support Services as Foster Care Point of Contact
- AA. Data Protection Officer - Rebecca Perrault, Director of District Data

All present voted yes. Motion carried, 8-0.

### **Designations**

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

- 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 (all meetings begin at 6:30 p.m.):

July 10, 2019

July 31, 2019

August 21, 2019

September 4, 2019

September 18, 2019

October 2, 2019

October 16, 2019

November 13, 2019

December 18, 2019

January 15, 2020

January 29, 2020

February 12, 2020

March 4, 2020

March 18, 2020

April 1, 2020

April 22, 2020

May 6, 2020 (Public Budget Hearing)

May 19, 2020 (Annual Budget Vote and Election of Board Members, noon to 8:00 p.m.)

May 20, 2020

June 10, 2020

C. Official Newspapers – “Chronicle Express” and “Dundee Observer”

All present voted yes. Motion carried, 8-0.

**Authorizations**

A motion was made by Mrs. Johnson and seconded by Mrs. Yonts 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	Kim Fitzgerald	\$100
Middle School Office	Joelle Condella	\$100
Bus Garage Office	Dave Mulberger	\$100
Food Service Offices	Dana Burton:	
	PYE Cafeteria	\$ 50
	PYMS Cafeteria	\$ 25
	PYA Cafeteria	\$ 75
Athletics Office	Jon MacKerchar Section V	\$200
Concession Stand	Cathleen Milliman	\$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 2019-20
- K. Participation in and payment of dues for Four County School Boards Association for 2019-20
- L. Participation in and payment of dues for Upstate Institute for School Board & Staff Development (formerly Genesee Valley School Boards Institute) for 2019-20
- M. Participation in and payment of dues for Rural Schools Association for 2019-20
- 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 2019-2020 School Year:

- Edward Foote, Elementary Principal
- Keary Pender, Elementary Assistant Principal
- Kelley Johnson, Middle School Principal
- David Pullen, High School Principal
- Warren Kinsey, Assistant High School Principal
- Jon MacKerchar, Athletic Director/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, 8-0.

#### **Official Undertakings (Bonding of Personnel)**

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

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

All present voted yes. Motion carried, 8-0.

#### **Miscellaneous Procedures and Policies**

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

- A. Policies, Job Descriptions, and Code of Ethics in existence as of June 30, 2019, 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 2019-20, 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 the Accounting of Fixed Assets in Accordance with Board of Education Policy #5620
- F. Authorization of 2019-20 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	Minimum Wage
Bldg. Maintenance Worker	Minimum Wage
Courier	Minimum Wage
Automotive Mechanic	Minimum Wage
Registered School Nurse	\$20.00/hr.
Licensed Practical Nurse	\$15.00/hr.
School Bus Driver	\$15.00/hr.
Bus Garage Helper (Bus Washer)	Minimum Wage
Teacher retired from District	\$115.00/day
Teacher – Certified	\$105.00/day
Teacher – Non-certified	\$95.00/day
Teaching Assistant – Certified	\$95.00/day
Teaching Assistant – Non-certified	\$90.00/day
Building Substitute	\$115.00/day (1 <sup>st</sup> year Building Sub) \$120.00/day (returning Building Sub)

G. Approval of 2019-20 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.)	\$28/hr.
In-Service Trainers	\$51/hr.
Building Instructional Council In-Service	\$28/hr.
Tutor	\$25/hr.
Adult Education Instructor	\$25/hr. certified
Adult Education Instructor	\$22.50/hr. non-certified
Technician to Stream Videos	\$28/hr.

H. 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

I. 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.

J. 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.

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

L. Approval of 2019-20 Compensation Rates for Athletic Events as follows:

Varsity/JV/Modified Games for Outdoor Sports (Football/Baseball):

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

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

Police	\$70.00
Site Supervisor	\$50.00
Security	\$45.00
Scoreboard	\$25.00 per game
Shot Clock	\$25.00 per game
Scorebook	\$25.00 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 OR \$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 OR \$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
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Site Supervisor	\$50.00 for 2 games
Security	\$45.00 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 hours 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 hours 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 hours 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 hours OR \$25.00 for matches of 4 or less teams and less than 3 hours

M. Establishment of Annual Non-Resident Tuition Rates for 2019-20 as follows:

K-Grades 6: \$ 3,500  
Grades 7-12: \$ 4,000

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

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

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

Q. Approval of 2019-20 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, 8-0.

A motion was made by Mrs. Bloom and seconded by Mrs. Bacher to approve the following appointments recommended by Mr. Willson:

BOCES Representative: Robin Johnson

Quality Instruction Council: Kathy Guenther, Phyllis Bacher, Alicen Yonts

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

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

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, Phyllis Bacher

Four County School Boards Association

Executive Committee

Representative: Robin Johnson

Alternate: Jeff Morehouse

Legislative Committee

Representative: Robin Johnson

Alternate: David Willson

New York State School Boards Association

Delegate: David Willson

Alternate: Robin Johnson

All present voted yes. Motion carried, 8-0.

**Information and Reports**

Assistant Superintendent for Instruction and Staff Development Greg Baker and PYMS Principal Kelley Johnson presented information on the Middle School State Education Plan (FY-2020-02)

Mr. Dennis thanked Mrs. Johnson and Mr. Baker for the tremendous amount of time and effort in preparing the PYMS Plan and for their dedication to the students at PYMS.

PYA Principal David Pullen reported on Weighted Grading. Further information will be discussed at the Building Instruction Council and a draft proposal will be submitted to the Board at a future meeting. (FY-2020-03)

**Board Member and Superintendent Comments**

Renee Bloom enjoyed the PYA Graduation Ceremony. She thanked the staff members and administrators that walked in the procession prior to graduation and encouraged all staff members to walk next year in support of the students.

Jon MacKerchar provided a PYA Athletic Report and indicated the track is currently undergoing repairs in 128 different locations. Mr. MacKerchar reported the upper field parking lot has been expanded and there are several additional parking spaces which will help alleviate the traffic congestion. There are multiple summer athletic camps and activities that are continuing to benefit the students and keep them busy throughout the summer. (FY-2020-04)

Superintendent Howard Dennis provided a Capital Project Update:

1. PYE Vestibule work is ongoing and access to that part of the building is limited.
2. PYA Terrazzo work on the floor is ongoing and looks very nice.
3. PYMS Lower floor is undergoing renovations in many areas.
4. Bus Garage Construction is on time and going well.

Mr. Dennis indicated the District will hold a surplus sale on July 19 from 9:00 a.m. - 1 p.m. The community discussions regarding Tele-Services are ongoing and he will update the Board as information becomes available. Mr. Dennis received a thank you card from the neighbors thanking the District for removing the trees so quickly.

**Policy Matters**

A motion was made by Mr. Morehouse and seconded by Mrs. Yonts to remove the approval of the policy revisions from the table:

Policy Title

1336 Duties of the Extraclassroom Activity Fund Central Treasurer and Faculty

	Auditor
5520	Extraclassroom Activity Fund
5681	School Safety Plans
7410	Extracurricular Activities

Motion to remove from the table carried, 8-0. After discussion, President Willson called for a vote on the original motion to approve. All present voted yes. Motion carried, 8-0.

**Consent Agenda/Routine Matters**

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

- A. Acceptance of June 12, 2019 Board of Education Meeting Minutes (FY-2020-05)
- B. Approval of Memorandum of Agreement with Marcus Whitman Central School regarding Wrestling (FY-2020-06)
- C. Approval of Overnight Field Trip Request, Clay Target Shooting Club, Lansing, Michigan, July 10-14, 2019 (will return on July 15 is there is a rain day) (FY-2020-07)

All present voted yes. Motion carried, 8-0.

**Consent Agenda/Finance Matters**

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

- A. Acceptance of Monthly Financial Reports – May, 2019 (FY-2020-08)
  - 1. Treasurer’s Report
  - 2. General Fund
    - a. Revenue Status Report
    - b. Budget Status Report
  - 3. School Lunch Fund
    - a. Revenue Status Report
    - b. Budget Status Report
  - 4. Federal Fund
    - a. Revenue Status Report
    - b. Budget Status Report
  - 5. Trust & Agency Fund
    - a. Revenue Status Report
    - b. Budget Status Report
  - 6. Capital Fund
    - a. Revenue Status Report
    - b. Budget Status Report
- B. Approval of 2019-20 UPK Contracts:
  - 1. Keuka Lake School (ARC of Yates) (FY-2020-09)
  - 2. Rainbow Junction (FY-2020-10)

3. Head Start (ProAction) (FY-2020-11)
- C. Acceptance of Donation(s)
1. \$25 for PYMS Band from Town of Torrey
  2. \$50 for PYE Student Council for Humane Society Work from Elijah and Mariethel Clancy
  3. \$100 for PYA Drama Club from Yates County Arts Council
- D. Declaration of PYMS Music Department Items as Surplus and Authorization for Assistant Superintendent for Business to Dispose of them as she deems most appropriate (FY-2020-12)
- E. Declaration of the following items as Surplus and Authorization for Assistant Superintendent for Business to Dispose of them as she deems most appropriate:

24- Holt Elements of Literature Introductory Course  
12- McDougall, Littell English  
6- Miriam Webster Dictionary  
21- McDougal Littell Literature & Language  
34- McDougal Elements of Literature, Second Course (and 1 teacher edition)  
10- American Heritage Dictionary  
3- The Clear and Simple Dictionary and Thesaurus

- F. Approval of Resolution to Approve Amendment to Finger Lakes Area School Health Plan (“FLASHP”) Municipal Cooperative Agreement as follows:

WHEREAS, the Finger Lakes Area School Health Plan (“FLASHP”) was established pursuant to a Municipal Cooperative Agreement to Provide Health Benefits, which was last revised and adopted July 1, 2018 (the “Agreement”); and

WHEREAS, Penn Yan Central School District is currently a participant in FLASHP (“Participant”); and

WHEREAS, Section V of the Agreement provides that the Agreement may be amended by an affirmative vote of 2/3 of all Directors then appointed and serving on the FLASHP Board of Directors (“FLASHP Board”); and

WHEREAS, the FLASHP Board voted by a 2/3 majority at a meeting held on May 2, 2019, to amend the Agreement and the By Laws to permit Superintendent-Advisors to have voting rights, effective January 1, 2020; and

WHEREAS, Article 5-G Section 119-O of the New York General Municipal Law, and Section V of the Agreement, require that changes to the Agreement must also be adopted by a majority vote of each Participant’s governing body;

WHEREAS, Penn Yan Central School District desires to approve the FLASHP Board’s changes to the Agreement;



NOW THEREFORE, the Board of Education of Penn Yan Central School District has voted to approve the proposed changes to the Agreement, as described in the attached "First Amendment to 2018 Restatement of Municipal Cooperative Agreement to Provide Health Benefits."

- G. Approval of Capital Project Change Order with LG Evans Construction in the amount of \$47,533.50 (removal of fuel impacted soil) (FY-2020-13)
- H. Acceptance of Grant in the amount of \$52,000 from The Nord Family Foundation for the Back to the Future Program

Mrs. Johnson thanked the Town of Torrey, Elijah and Mariethel Clancy, the Yates County Arts Council and the Nord Family Foundation for the generous donations and the Grant.

All present voted yes. Motion carried, 8-0.

**Personnel Matters**

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

- A. Approval of Non-Certified Personnel Report

**Appointments**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Eff. Date, Stipend</u></b>
Marcus Learn	Courier - Long Term Substitute	5/6/19; \$13.73/hr.

**Summer School Appointments**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Eff. Dates, Stipend</u></b>
Sharise Shermer	Bus Attendant	7/8-8/16/19, reg. rate of pay
Corrie VanDemortel	Bus Attendant	7/8-8/16/19, \$13.94

**Resignation**

<b><u>Resignation</u></b>	<b><u>Position</u></b>	<b><u>Eff. Date</u></b>
Stacey Ingerick	Computer Aide	6/14/19
Judy Meeks	Summer Bus Attendant	6/20/19
Theresa Farrell	Summer Bus Driver	6/25/19

- B. Approval of Certified Personnel Report

**Appointment(s)**

Name of Appointee: Ann Paige  
Assignment: .2 FTE Science (PreK/K STEM Program)  
Date of Commencement

of Service: September 1, 2019

Expiration Date of the Appointment: June 30, 2020

Salary: Step 1 \$ 41,916 (Pro-rated .2 FTE)

\*\*\*\*\*

Name of Appointee: Keary Pender

Assignment: Elementary Assistant Principal

Tenure Area: School District Administrator

Date of Commencement of Service: July 8, 2019

Expiration Date of the Appointment: July 8, 2023

Salary: \$72,500

\*\*\*\*\*

Name of Appointee: Sharon Killebrew

Tenure Area: Special Education Long Term Substitute

Date of Commencement of Service: May 13, 2019

Expiration Date of the Appointment: June 26, 2019

Salary: Base Salary Step 1 \$ 41,297  
 33hrs. @ \$30/hr. \$ 990  
 Total Salary \$ 42,287 (pro-rated)

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**Summer School Appointments**

<u>Name</u>	<u>Position</u>	<u>Eff. Dates, Stipend</u>
Rachel Nelson	Elementary Education Teacher	7/8-8/2/19; \$33/hr.

**2019-20 Extracurricular Advisor Appointments**

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
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Melissa Armsden	Pep Club	\$889
Carmen Moss	Concessions Coordinator	\$1880 (.5)
Dianne Fingar	Concessions Coordinator	\$1880 (.5)

### **2019-20 Family Support Service Center Appointments**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Eff. Dates, Stipend</u></b>
Connie Covert	Counselor	7/1/19-6/30/20, \$36/hr.
Joanne Canty	Counselor	7/1/19-6/30/20, \$36/hr.
Jaime Bond	Counselor	7/1/19-6/30/20, \$36/hr.
Lisa Couperus	Counselor	7/1/19-6/30/20, \$36/hr.
Deb Holland	Program Coordinator	7/1/19-6/30/20, \$40/hr.
Susan McGowen	Clinical Supervisor	7/1/19-6/30/20, \$80/hr.
Mark Fish	Summer Clinician Trainer	7/1/19-8/31/19, \$560

### **Extended School Day Appointments**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Stipend</u></b>
Susan Willson	Program Leader	\$25/hr.
Pamela Simmons	Program Leader	\$25/hr.
Trevor Spoor	Program Assistant	\$15/hr.

### **Resignation**

<b><u>Position</u></b>	<b><u>Eff. Date</u></b>	
Jonathan Pragle	Outdoor Adventure Club	6/17/19
Jonathan Pragle	Ski Club, Ass't 1	6/17/19
Laine Gillette	Elementary Teacher	6/30/19
Laine Gillette	Summer School Teacher	6/17/19
Lyndsey Ackerman	Summer School Teacher	6/17/19
Katie Prairie	Special Education Teacher	8/16/19
Sara Pethick	Science Teacher	7/5/19
Mary-Lynn McHugh	Psychologist	8/31/19

### **2019-20 Fall Coaching Appointments**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Block</u></b>	<b><u>Yrs. Exp.</u></b>
Tim McBride	Head Varsity Football	A	14
David Tese	Assistant Varsity Football	B	4
Steve Bouchard	Head JV Football	B	2
Shawn Pollock	Assistant JV Football	D	5
Salvatore Sciallo	Head Modified Football	D	2
Katrina Davenport	Assistant Modified Football	E	1
Dan Doyle	Head Boys Golf	C	15
Jared Wigden	JV Boys Golf	E	1
Chris Ross	Head Fall Cheerleading	C	6
Daina Mottler	JV Cheerleading	E	2
Kyle Nelson	Head Varsity Girls Soccer	A	8
Matt Krause	Asst Varsity Girls Soccer	Unpaid Coach	
Brent Johnson	JV Girls Soccer	D	5

Kiki Seago	Modified Girls Soccer	E	7
Jason Hassos	Head Varsity Boys Soccer	A	14
Robert Berry	JV Boys Soccer	D	2 (.5)
Scott Steele	JV Boys Soccer	D	2 (.5)
Evan Durocher	Modified Boys Soccer	E	1
Rick Smith	Head B & G Cross Country	A	6
Kati VanEtten	Modified B & G Cross Country	E	2
Nate Kraemer	Head Varsity Girls Tennis	C	14
Bryan Hill	Modified Girls Tennis	F	4
Eileen Wunder	Head Varsity Volleyball Coach	A	9
Bryan Bobo	Asst. Varsity Volleyball	Unpaid Coach	
Melissa Armsden	JV Volleyball	D	7
Kendra Reed	Modified Volleyball	E	12
Chris Redington	Strength & Conditioning (T,TH)	F	6 *
Chris Redington	Strength & Conditioning (M,W,F)	D	6 *
* Paid for 96 days			
Tim McBride	Strength & Conditioning (T,TH)	F	2 (.5) **
David Tese	Strength & Conditioning (T,TH)	F	2 (.5) **
Tim McBride	Strength & Conditioning (M,W,F)	D	2 (.5) **
David Tese	Strength & Conditioning (M,W,F)	D	2 (.5) **
** Paid for 71 days - .5 each (shared position)			

### **2019-20 Winter Coaching Appointments**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Block</u></b>	<b><u>Yrs. Exp.</u></b>
Dan Doyle	Head Varsity Boys Basketball	A	12
Rob Grattan	Assistant Varsity Boys Basketball	Unpaid Coach	
Gerard Conyers	JV Boys Basketball	D	4
Steve Willson	Modified Boys Basketball	E	7
Katrina Davenport	Head Varsity Girls Basketball	A	9
Mark Storm	Assistant Girls Basketball	Unpaid Coach	
Kurt Soppe	JV Girls Basketball	D	5
Kiki Seago	Modified Girls Basketball	E	12 (.5)
Deb Curbeau	Modified Girls Basketball	E	22 (.5)
Melinda Johnson	Head Boys/Girls Bowling	E	19
Brent Johnson	Assistant Boys/Girls Bowling	F	4
Chris Ross	Head Cheerleading	B	6
Daina Mottler	JV Cheerleading	D	2
Theron Chinn	Head Varsity Wrestling	A	7
Jason Elliott	JV Wrestling	D	9
Miles Snyder	Modified Wrestling	E	3
Chris Redington	Strength & Conditioning (T,TH)	F	6 *
Chris Redington	Strength & Conditioning (M,W,F)	D	6 *
* Paid for 96 days			
Tim McBride	Strength & Conditioning (T,TH)	F	2 (.5) **
David Tese	Strength & Conditioning (T,TH)	F	2 (.5) **
Tim McBride	Strength & Conditioning (M,W,F)	D	2 (.5) **
David Tese	Strength & Conditioning (M,W,F)	D	2 (.5) **
** Paid for 71 days - .5 each (shared position)			

- C. Approval of Employment Agreement Addendum the Board of Education of the Penn Yan Central School District and Howard Dennis (FY-2020-14)
- D. Approval of Extended School Day Site Coordinator Agreement between Penn Yan Central School District and Donielle Dennis (FY-2020-15)
- E. Approval of Extended School Day Site Coordinator Program Assistant Agreement between Penn Yan Central School District and Alison Dennis (FY-2020-16)
- F. Approval of Sub List Additions (FY-2020-17)
- G. Approval of Correction to the Appointments of Aaron Mumby and Kiki Seago as Advisors for the Outdoor Adventure Club and Authorization to Amend the Minutes of June 12, 2019 as follows: Stipend should be shared .5 FTE each, not .33 (due to the resignation of Jon Pragle)

All present voted yes. Motion carried, 8-0.

A motion was made by Mrs. Bloom and seconded by Mr. Morehouse to Call for Executive Session at 7:56 p.m. for the discussion of the employment history of particular persons and appointment of Kathy Guenther as Clerk ProTem for the remainder of the meeting. Motion carried, 8-0.

Mrs. Guenther left the Executive Session at 8:10 p.m.

The Board returned to Open Session at 9:00 p.m. on a motion made by Mrs. Bloom and seconded by Mrs. Bacher. Motion carried, 7-0.

The Meeting was adjourned at 9:01 p.m. on a motion made by Mrs. Bloom and seconded by Mrs. Bacher. Motion carried, 7-0.

Respectfully submitted,

Kathleen M. Champlin  
District Clerk