WILLIAMSON CENTRAL SCHOOL
BOARD OF EDUCATION REORGANIZATION MEETING AGENDA
JULY 11, 2012, 6:30 P.M., MIDDLE SCHOOL CAFETERIA

6:30
1. Call to order and Pledge of Allegiance

2. Appointments
   Appoint District Clerk
   A. Donna Cairns

3. Administer oath to newly elected Board Members and District Officials
   A. Donna Cairns – District Clerk
   B. Gary Barno – Treasurer

4. Elect President for the 2012-2013 School Year
   A. Nominations are open for the position of President of the Board of Education
   B. Seconded
   C. Nominations Closed

   Newly elected President assumes charge of the meeting

5. Elect Vice-President for the 2012-2013 School Year
   A. Nominations are open for the position of Vice President
   B. Seconded
   C. Nominations Closed

6. Annual Disclosure of Significant Interests and Obligations

7. Appoint Board Committees
   A. Policy
   B. Scholarship
   C. Finance
   D. Buildings & Grounds

8. Appoint Board Liaisons
   A. Curriculum
   B. Technology
   C. Public Relations
   D. Parks & Recreation
   E. Town Board
   F. Safety
   G. Committee on Special Education
   H. BOCES

9. Appointments for 2012-2013
   District Treasurer       Gary Barno
   Deputy District Clerk   Wendy Havens
   District Tax Collector  Anne VanEenwyck
   Purchasing Agent        Maria Ehresman
   School Physician        Dr. Krishna Persaud
   School Attorney         Wayne VanderByl
   External Auditors       Raymond F. Wager, C.P.A., P.C.
   Title IX Compliance Officer Wendy Havens
   Records Management Officer Wendy Havens
   Records Access Officer  Wendy Havens
   ADA Compliance Officer  Wendy Havens
   Extra Classroom Funds Treasurer Pamela Opett
   High School

(OVER)
**Designations**

**A.** **BE IT RESOLVED,** that District Funds be deposited in Commercial Banks or Trusts according to Board Policy Section 5200.

**B.** **BE IT FURTHER RESOLVED,** that the depository bank of the District funds for the 2012-2013 School Year shall be JP Morgan Chase Bank, Key Bank, First Niagara Bank, The Bancorp Bank and Lyons National Bank. The maximum amount that can be kept on account with any one bank shall be $25,000,000.

**C.** **BE IT FURTHER RESOLVED,** that the ‘Sun & Record’ and the ‘Times of Wayne County’ be designated as the official newspapers for the publication of all District Legal Notices.

**11. Authorizations**

**A.** Superintendent of Schools to approve Field Trips and Conferences for staff.

**B.** Superintendent of Schools to certify payroll; Business Administrator to act in Superintendent’s absence.

**C.** Superintendent of Schools and/or Business Administrator to sign applications, reports and reimbursement claims for National School Lunch Program.

**D.** Superintendent of Schools to approve Budget Transfers up to $25,000 and send copies to Board Members in the next Board Packet.

**E.** Superintendent of Schools to approve contracts up to $10,000 for the 2012-2013 School Year, including but not limited to, contracts for professional services, purchase contracts and public works contracts, as long as they fall within budgeted amounts.

**F.** All checks to be signed by District Treasurer; Superintendent of Schools shall be authorized to sign in absence of Treasurer.

**G.** Treasurer to dispense funds to establish a Petty Cash Fund/Change Fund as listed below:

- District Office: Lorie Abbott, $100
- Elementary School: Courtney Swain, $100
- Middle School: Kelly Slater, $100
- High School: Pamela Opett, $100
- School Lunch Program: Yvonne Forget, $140
- CSE Office: Annette Whitmore, $200
- Tax Collector: Anne VanEenwyck, $200

**H.** Permission to pay bills by due date when Board of Education Meetings do not coincide with such date.

**I.** Permission to transfer funds for the following in advance of audit of claims by the Board of Education:

- Payroll
- Postage
Utilities and Fuel Bills
Freight and Expense Charges
Student activity registration fees, etc. (for musical events and other activities)
Transfer between District Accounts and/or Investment Accounts
Board members and Administration registration fees, etc.
Association meetings, conferences, workshops
Employee Insurance Premiums
Staff registration fees for workshops, conferences and meetings where attendance has had prior approval of the Superintendent
J. Vice-President to sign documents when the President is not available.

12. Approve membership for the 2012-2013 School Year
   A. NY State School Boards Association ($6,865 frozen for 2012).
   B. Rural Schools Association ($575)

13. Approve the 2nd and 4th Wednesday of the month for regular scheduled Board of Education meetings, with the following exceptions:
    November (one meeting, 2nd Wednesday)
    December (one meeting, 2nd Wednesday)

14. Bonding of District Treasurer in the amount of $2,000,000 for the 2012-2013 School Year.

15. Bonding of District Tax Collector in the amount of $2,000,000 for the 2012-2013 School Year.

16. Mileage reimbursement rate of 55.5¢/mile for the 2012-2013 School Year.

17. Effective 9/1/12 the Substitute Teacher and Substitute Nurse rates for certified teachers and RN or LPN nurses at $85/day commencing on day one. For non-certified teacher subs, the rate per day will be $75 per day commencing on day one. Williamson Retirees will receive $85/day commencing on day one. If a substitute works 50 days in a year over at least 8 school months, they will receive a stipend of $300 after the end of the school year. If a substitute works 75 days in a year over at least 8 school months, they will receive a stipend of $400 after the end of the school year. If a substitute works 100 days in a year over at least 8 school months, they will receive a stipend of $500 after the end of the school year.

18. Tutorial Rate at $25/hour.

19. Teaching Assistant Substitute rate at $55/day.

20. Classified Substitute and Transportation Department rates (see attached).

21. Establish the Senior Citizen Tax Exemptions for the 2012-2013 school year (see attached).

22. This concludes the Reorganization Meeting of the Board of Education of the Williamson Central School District.

7:00  23. Public Participation - (2 min. per person - 10 min. total on agenda topic)

7:10  24. Announcements

7:20  25. Reports to the Board
   A. Reports from District Administrators
   B. Other Board Committee Reports
   C. Approve the CSE Case Summaries
   D. Treasurer’s Report

(OVER)
Consent Agenda

The Superintendent recommends Board consideration of the following agenda items:

A. Approve the minutes of the June 27, 2012 Audit Committee Meeting
B. Approve the minutes of the June 27, 2012 Meeting
C. Resignations
   1. Accept the resignation of Wanda Stevenson, Bus Monitor, effective August 17, 2012
D. Appointments
   1. Approve the appointment of Wanda Stevenson as a substitute bus monitor
   2. Approve the appointment of Rhonda Bigelow as a classified substitute

Old Business

New Business

A. Discuss attendance at the NYSSBA Annual Convention & Education Trade Show, Rochester, NY.
B. Approve a stipend of $1,000 for the Dignity for All Students Act (DASA) Coordinators.
C. Approve a stipend of $65 for Donna Cairns, District Clerk, for attendance at board meetings.
D. Approve a 5¢ School Lunch Increase for the 2012-2013 School Year per Section 205 of the Healthy, Hunger Free Act of 2010.
E. Approve the Policy Statement for Free and Reduced Price Meals.
F. Approve the raises for the administrative staff for the 2012-2013 school year.
G. Approve the contract amendment for the Superintendent of Schools.

Meetings

A. Summer Board of Education Work Session
   July 30, 2012, 8:30 a.m. – 3:30 p.m.
B. Summer Board of Education Work Session
   July 31, 2012, 8:30 a.m. – 3:30 p.m.
C. Scoops and Schedules
   Williamson Middle School
   August 27, 2012, 5:30 p.m.

Public Participation – (2 min. per speaker – 10 min. total on Agenda items)

Adjournment

KEY

I Information
D Discussion
M Motion