

**WILLIAMSON CENTRAL SCHOOL
BOARD OF EDUCATION REORGANIZATION MEETING AGENDA
JULY 6, 2011, 6:00 P.M., MIDDLE SCHOOL CAFETERIA**

6:00

1. Call to order and Pledge of Allegiance

2. Appointments
 Appoint District Clerk
 - A. Wendy Havens **M**

3. Administer oath to newly elected Board Members and District Officials
 - A. Maria Ehresman – Superintendent of Schools
 - B. Wendy Havens – District Clerk
 - C. Gary Barno – Treasurer

4. Elect President for the 2011-2012 School Year **M**
 - 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 2011-2012 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 **I**

7. Appoint Board Committees
 - A. Policy
 - B. Scholarship
 - C. Negotiations
 - D. Finance
 - E. 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
 - I. Wayne County Education Coalition

9. Appointments for 2011-2012 **M**

District Treasurer	Gary Barno
Deputy District Clerk	Donna Cairns
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

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ADA Compliance Officer	Wendy Havens
Extra Classroom Funds Treasurer High School	Pamela Opett
Extra Classroom Funds Treasurer Middle School	Sheila Stevens
Extra Classroom Funds Treasurer Elementary School	Joanne Greaney
Adult Education Director	Nancy Orbaker

10. Designations

M

- 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 2011-2012 School Year shall be JP Morgan Chase Bank, Key Bank, HSBC 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

M

- 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 2011-2012 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 as listed below:

District Office	Lorie Abbott	\$100
Elementary School	Tori Kolyer	\$100
Middle School	Kelly Slater	\$100
High School	Pamela Opett	\$100
School Lunch Program	Yvonne Forget	\$115
CSE Office	Annette Whitmore	\$200
- H. Permission to pay bills by due date when Board of Education Meetings do not coincide with such date.
- I. Transfer to disburse or 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 2011-2012 School Year

M

A. NY State School Boards Association (\$6,865 frozen for 2011 and 2012).

13. Approve the 2nd and 4th Wednesday of the month for regular scheduled Board of Education meetings, with the following exceptions: **M**
July (1st and 3rd Wednesday)
November (one meeting, 3rd Wednesday)
December (one meeting, 2nd Wednesday)
February (2nd and 5th Wednesday)
April (1st and 4th Wednesday, with possible meeting April 18)
May (1st and 4th Wednesday)
14. Bonding of District Treasurer in the amount of \$2,000,000 each for the 2011-2012 School Year. **M**
15. Bonding of District Tax Collector in the amount of \$1,500,000 for the 2011-2012 School Year. **M**
16. Mileage reimbursement rate of \$0.51/mile for the 2011-2012 School Year. **M**
17. Effective 9/1/11 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. **M**
18. Tutorial Rate at \$24/hour. **M**
19. Teaching Assistant Substitute rate at \$55/day. **M**
20. Classified Substitute and Transportation Department rates (see attached). **M**
21. Establish the Senior Citizen Tax Exemptions for the 2011-2012 school year (see attached). **M**
22. This concludes the Reorganization Meeting of the Board of Education of the Williamson Central School District. **M**
- 7:00** 23. Public Participation - (2 min. per person - 10 min. total on agenda topic)
- 7:10** 24. Announcements **I**
- 7:20** 25. Reports to the Board **I**
A. Reports from District Administrators **I**
B. Board Committee Reports **I**
1. Graduation Day
Williamson High School Courtyard
June 25, 2011, 10:00 a.m.
C. Other Board Committee Reports **I**
D. Approve the CSE Case Summaries **M**
- 7:40** 26. Consent Agenda **M**
The Superintendent recommends Board consideration of the following agenda items:
A. Approve the minutes of the June 22, 2011 Meeting
B. Resignations
1. Accept the retirement/resignation of Ruth DePaepe, Food Service Worker, Middle School, 8 years, effective June 24, 2011

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2. Accept the resignation of Brittney Preston, Part-Time Monitor, Elementary School, effective June 24, 2011

C. Appointments

1. Approve the tutoring appointment of Christy Hout for the 2011-12 school year
2. Approve the Extra Curricular Appointment of the following as Enrichment Coordinators for the 2011-12 school year:
 - Rich Rozzi
 - Andy Wahl
3. Approve the appointment of Paula Dobesh, as summer Assistive Technology, at a rate of \$40/hour
4. Approve the following Volunteers:
 - Bryan Fitzgerald
 - Carol Vitalone

7:45

27. Old Business

7:55

28. New Business

- A. Attendance at the NYSSBA Annual Convention & Education Trade Show, Buffalo, NY **D**
- B. Approve the Policy Statement for Free and Reduced Price Meals. **M**
- C. Approve a stipend of \$5,733 for Jeremy Stringer, Instrumental Music Teacher, High School for an additional period for the 2011-12 school year. **M**
- D. Approve a \$0.05 School Lunch Increase for the 2011-2012 School Year per Section 205 of the Healthy, Hunger Free Act of 2010. **M**

8:10

29. Meetings

- A. Finance Committee Meeting
Williamson District Office Conference Room
July 20, 2011, 6:00 p.m.
- B. Summer Board of Education Work Session
July 26, 2011, 8:30 a.m. – 3:30 p.m.
- C. August Graduation Ceremony
Williamson Middle School, Cafeteria
August 24, 2011, 6:00 p.m.
- D. Scoops and Schedules
Williamson Middle School
August 25, 2011, 5:30 p.m.
- E. Summer Board of Education Work Session
August 29, 2011, 8:30 a.m. – 3:30 p.m.

8:15

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

8:25

31. Adjournment **I**

KEY

M

I Information

D Discussion

M Motion