

HORNELL CITY SCHOOL DISTRICT BOARD OF EDUCATION MEETING – JULY 6, 2017

BY: DAVIS/HESS

RESOLVED: that, Susan Brown be appointed as Clerk Pro Tem.
CARRIED – 4 AYES – ALL

Clerk Pro Tem, Susan Brown opened the reorganizational meeting for the 2017-18 school year at 5:15 PM in the Conference Room of the Columbian School and led the Board in the Pledge of Allegiance.

ROLL CALL:

PRESENT: Kerry Davis, Joshua DeLany, Judith Rose, James Marino,

ABSENT: John McNelis (arrived at 5:33 PM), Joshua DeLany, Uzma Mehr

RECOMMENDED ACTIONS

Clerk Pro Tem Brown requested nominations for President of the Board of Education.

BY: HESS, Seconded by MARINO that Kerry Davis be nominated as President of the Board of Education. Kerry Davis accepted the nomination. There being no further nominations for President, the nominations were closed.

RESOLVED: that John McNelis be appointed as President of the Board of Education.
CARRIED – 4 AYES – ALL

Clerk Pro Tem Brown administered the Oath of Office to President Kerry Davis and turned over the meeting to the President. President Davis requested nominations for Vice-President of the Board of Education,

BY: DAVIS, Seconded by MARINO that Jessica Hess be nominated as Vice-President of the Board of Education. Jessica Hess accepted the nomination. There being no further nominations for Vice-President, the nominations were closed.

RESOLVED: that Jessica Hess be appointed as Vice-President of the Board of Education.
CARRIED – 4 AYES – ALL

Board President Davis administered the Oath of Office to Vice-President Jessica Hess.

The Board acted on the following items for the 2017-18 school year:

APPOINTMENT OF OFFICERS

BY: HESS/MARINO

RESOLVED: that, Carol Eaton be appointed Clerk of the Board of Education.
CARRIED – 4 AYES – ALL

Carol was not present at the meeting and will be administered the Oath of Office at a later date.

BY: HESS/MARINO

RESOLVED: that, Susan Brown be appointed Treasurer of the Board of Education.
CARRIED – 4 AYES – ALL

Board President Davis administered the Oath of Office to Treasurer Brown.

BY: HESS/MARINO

RESOLVED: that, Carol Eaton be appointed Deputy Treasurer.
CARRIED – 4 AYES – ALL

Carol was not present at the meeting and will be administered the Oath of Office at a later date.

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BY: HESS/MARINO

RESOLVED: that, Mary Wolf be appointed as Claims Auditor, with an annual stipend of \$3,500.
CARRIED – 4 AYES – ALL

BY: HESS/MARINO

RESOLVED: that, Peggy Nankivell be appointed as Deputy Claims Auditor, at a rate of \$16.per hour on an as needed basis.
CARRIED – 4 AYES – ALL

BY: HESS/MARINO

RESOLVED: that, the City Chamberlain be appointed as the Tax Collector.
CARRIED – 4 AYES – ALL

OTHER APPOINTMENTS

BY: HESS/MARINO

RESOLVED: that, the Board approves the appointment of Hodgson Russ LLP as the school at the rates established in the RFP.
Further recommended that the Board approves John Dagon to provide legal services on an as-needed basis.
CARRIED – 4 AYES – ALL

BY: HESS/MARINO

RESOLVED: that, the Board approves Timothy R. McGill, Esq. as bond counsel.
CARRIED – 4 AYES – ALL

BY: HESS/MARINO

RESOLVED: that, the Board approves the resolution to cross-contract with Tompkins-Seneca-Tioga BOCES in accordance with Section 170.12 of the Commissioner's Regulations.
CARRIED – 4 AYES – ALL

BY: HESS/MARINO

RESOLVED: that, the Board establishes an Audit Committee, consisting of John McNelis, Kerry Davis. Joshua DeLany, Judith Rose, Jessica Hess, James Marino and Uzma Mehr.
CARRIED – 4 AYES – ALL

BY: HESS/MARINO

RESOLVED: that, upon the recommendation of Superintendent Palotti, the Board approves Virdee Medical PLLC as the school physician for the period July 1, 2017 through June 30, 2018 at a fee of \$11,000.
CARRIED – 4 AYES – ALL

BY: HESS/MARINO

RESOLVED: that, the Board approves the following appointments (C denotes compensated):

- Attendance Officer – Patrick Flaitz
- Architect – Hunt Engineers, Architects and Land Surveyors - C
- Broker of Record – Lawley Insurance - C
- Chemical Safety Officer – James Miller

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- Chief Information Officer – Richard Dunham - C
- Chief Faculty Counselor – Scott Carroll
- Construction Manager – Welliver McGuire, Inc. - C
- District Copyright Officer – Patrick Flaitz
- Emergency Disaster Coordinator – Patrick Flaitz
- Financial Advisor – Bernard Donegan – C
- Head Building Maintenance Mechanics – James Miller and Mitchell Weaver - C
- Health & Safety Committee – Rescue Committee, others to be determined
- Homeless Liaison – Amy Feeley
- LEA Designee (Asbestos) -- James Miller
- Records Access Officer – Carol Eaton
- Records Retention Officer – Patrick Flaitz
- Records Management Advisory Committee –Patrick Flaitz, Carol Eaton, Amy Feeley, and others to be determined
- Representative for Public Law 874 – Patrick Flaitz
- Representative for Title IX – Barbara Kramer
- Representative for Section 504 of the Rehabilitation Act – Amy Feeley
- Rescue Committee – Patrick Flaitz, James Miller, BOE, Building Administrators, Parent & Union representatives to be determined
- Student Activity Accounts Central Treasurer – Patricia Clancy
- Student Activity Accounts Assistant Treasurer – Mary Wolf
- DASA Coordinator - Nancy Shedlock
- Administrative Staff as Lead Evaluators / APPR Plan:
 - Barbara Kramer
 - Jennifer Sorochin
 - Sean Gaffney
 - Ted Illi
 - Scott Carroll
 - Amy Feeley
 - Lisa Sanford
 - Juliana Smith
 - Adam Porter
 - Richard Dunham
 - Jeremy Palotti

CARRIED – 4 AYES – ALL

DESIGNATIONS

BY: HESS/MARINO

RESOLVED: that, the Board approves Steuben Trust Company, Five Star Bank, Chase and Chemung Canal as the official bank depositories.

CARRIED – 4 AYES – ALL

BY: HESS/MARINO

RESOLVED: that, the Board approves the following dates for Board of Education meetings for the 2017-18 school year. (all meetings will begin at 5:15 PM and will be held in the Conference Room at the Columbian School, 25 Pearl Street, unless otherwise noted):

Thur., July 6, 2017

Mon., July 17, 2017

HORNELL CITY SCHOOL DISTRICT BOARD OF EDUCATION MEETING – JULY 6, 2017

Wed., August 2, 2017
Wed., September 6, 2017
Wed., October 4, 2017
Wed., November 1, 2017
Wed., December 6, 2017
Wed., January 3, 2018
Wed., February 7, 2018
Wed., March 7, 2018
Wed., March 14 2018 (Budget Workshop)
Wed., April 4, 2018
Wed., April 18, 2018 (Budget Workshop)
Tues., May 1, 2018 (public hearing on budget at 6:00 PM / meeting at immediately following)
Tues., May15, 2018 (HS Cafeteria @ 9:30 PM – Budget Vote/Election)
Wed., June 6, 2018
CARRIED – 4 AYES – ALL

BY: HESS/MARINO

RESOLVED: that, the Board approves The Evening Tribune as the official newspaper.
CARRIED – 4 AYES – ALL

BY: HESS/MARINO

RESOLVED: that, the Board approves the following school holidays (unless otherwise negotiated):

| | |
|------------------------|----------------------------|
| July 4, 2017 | (4th of July) |
| September 4, 2017 | (Labor Day) |
| October 9, 2017 | (Columbus Day) |
| November 10, 2017 | (Veteran's Day) |
| November 23 & 24, 2017 | (Thanksgiving & day after) |
| December 25, 2017 | (Christmas) |
| January 1, 2018 | (New Year's Day) |
| January 15, 2018 | (Martin Luther King Day) |
| February 19, 2018 | (Presidents' Day) |
| March 30, 2018 | (Good Friday) |
| May 28, 2018 | (Memorial Day) |

CARRIED – 4 AYES – ALL

AUTHORIZATIONS

BY: HESS/MARINO

RESOLVED: that, the Board authorizes the School Business Official to certify payrolls.
CARRIED – 4 AYES – ALL

BY: HESS/MARINO

RESOLVED: that, the Board authorizes the School Business Official to act as purchasing agent.
CARRIED – 4 AYES – ALL

BY: HESS/MARINO

RESOLVED: that, the Board authorizes the Purchasing Agent to open all bids.
CARRIED – 4 AYES – ALL

HORNELL CITY SCHOOL DISTRICT BOARD OF EDUCATION MEETING – JULY 6, 2017

BY: HESS/MARINO

RESOLVED: that, the Board authorizes the Superintendent or designee to approve all in state conference attendance and expenses. Board approval is required for any out of state conference, convention and workshop attendance and expenses. Furthermore, the Board is to be notified of attendance at any conference, convention and workshop of more than three days in duration.

CARRIED – 4 AYES – ALL

BY: HESS/MARINO

RESOLVED: that, the Board authorizes the Superintendent or designee to apply for grants.

CARRIED – 4 AYES – ALL

BY: HESS/MARINO

RESOLVED: that, the Board authorizes the Superintendent, Board President, Purchasing Agent and/or Clerk to sign legal documents which have been previously approved by the Board of Education.

CARRIED – 4 AYES – ALL

BY: HESS/MARINO

RESOLVED: that, the Board establishes Petty Cash Funds in the amounts and with custodians so designated:

| | | |
|----------------------------|-------|----------------------------|
| District Office | \$100 | Susan Brown |
| 1 Jr/Sr High School Office | 100 | Scott Carroll |
| 2 Jr/Sr High School | 100 | Theodore Illi |
| Assistant Principal | 50 | Adam Porter |
| Athletic Dept: | | |
| Admission Cash Box 1 | 100 | Erik Werner |
| Admission Cash Box 2 | 100 | Douglas Brown |
| Admission Cash Box 3 | 100 | Mary Wolf |
| Intermediate School | 100 | Sean Gaffney |
| Bryant School | 50 | Jennifer Sorochin |
| N. Hornell School | 50 | Barbara Kramer |
| Food Service | 100 | Tracie McCarthy |
| Food Service | 50 | Wildwood – Tim Swisher |
| Food Service | 25 | Bryant – Tim Swisher |
| Food Service | 25 | Intermediate – Tim Swisher |
| Food Service | 25 | N. Hornell – Diane Morse |
| Home Economics | 100 | Lynn (Wendy) Pollinger |
| Maintenance Dept. | 100 | James Miller |
| Pupil Personnel | 100 | Amy Feeley |

CARRIED – 4 AYES – ALL

BY: HESS/MARINO

RESOLVED: that, the Board approve the signature (including facsimile) of Susan Brown (Treasurer) on checks.

CARRIED – 4 AYES – ALL

BY: HESS/MARINO

RESOLVED: that, the Board authorizes the Superintendent of Schools to approve budget transfers in accordance with Board of Education policy #5330 for the 2017-18 school year.

CARRIED – 4 AYES – ALL

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BY: HESS/MARINO
RESOLVED: that, the Board authorizes the Superintendent to amend or approve cooperative service changes provided for in the 2017-18 GST BOCES contract.
CARRIED – 4 AYES – ALL

BY: HESS/MARINO
RESOLVED: that, the Board approves the list of credit cards and cell phones for district use.
CARRIED – 4 AYES - ALL

OTHER ITEMS

BY: HESS/MARINO
RESOLVED: that, the Board approves bonding of school district personnel as follows:

| | |
|--------------------------------|-------------|
| Treasurer and Deputy Treasurer | \$1,075,000 |
| Tax Collector | 500,000 |
| Central Treasurer | 150,000 |
| All other personnel | 100,000 |

CARRIED – 4 AYES – ALL

BY: HESS/MARINO
RESOLVED: that, the mileage reimbursement rate for the 2017-18 school year be the same as the IRS mileage rate, unless otherwise negotiated.
CARRIED – 4 AYES – ALL

BY: HESS/MARINO
RESOLVED: that, the custodial rate charged to organizations using our facilities be established at \$34.00 per hour for the 2017-18 school year (with a minimum charge of \$68).
CARRIED – 4 AYES – ALL

BY: HESS/MARINO
RESOLVED: that, the Board approves the rate schedule for miscellaneous duties for the 2017-18 school year.
CARRIED – 4 AYES – ALL

BY: HESS/MARINO
RESOLVED: that, the Board approves the District's membership in the following organizations:

- Greater Southern Tier School Boards Association
- New York State Association of Small City School Districts
- New York State School Boards Association

CARRIED – 4 AYES – ALL

BY: HESS/MARINO
RESOLVED: that, the Board does and hereby approves legal indemnification of Board Members, Officers, the District Superintendent and School Administrators against all uninsured financial or property loss arising out of any proceeding, claim, demand, suit, tort, arbitration or judgment by reason of alleged negligence or other conduct resulting in bodily or other injury to any person or damage to the property of any person committed while Board Member, Officer, District Superintendent, School Administrator is acting within the scope of his/her employment or at the discretion of the Board of Education for fiscal year 2017-18; and further, to hold her/him harmless therefrom.
CARRIED – 4 AYES – ALL

HORNELL CITY SCHOOL DISTRICT BOARD OF EDUCATION MEETING – JULY 6, 2017

BY: HESS/MARINO

RESOLVED: that, upon the recommendation of Superintendent Palotti, the Board approves the following members of the Committee on Special Education for the 2017-18 school year:

| | |
|--|---|
| Chairperson | Amy Feeley |
| Alternate Chairperson(s) | Special Education Teacher or School |
| Psychologist present at the meeting | |
| Psychologist(s) | Nancy Shedlock & Katherine Henderson |
| Alternating Parent(s) | Kelly Denning, Evelyn DiBella, Pamela Aini, Robyn Baty, Jennifer Kellogg, Abigail McKee |
| Physician | St. James Mercy Health, School Physician |
| Classroom Teachers, Guidance Counselors and Related Services Staff | |

Further resolved, that the CSE/CPSE Chair make the decision when there is no consensus at a CSE/CPSE meeting.

CARRIED – 4 AYES – ALL

BY: HESS/MARINO

RESOLVED: that, upon the recommendation of Superintendent Palotti, the Board approves the following members of the Committee on Preschool Special Education for the 2017-18 school year:

| | |
|--|---|
| Chairperson | Amy Feeley |
| Alternate Chairperson(s) | Special Education Teacher or School |
| Psychologist present at the meeting | |
| Psychologist(s) | Nancy Shedlock & Katherine Henderson |
| County Representative | TBD |
| Alternating Parent(s) | Kelly Denning, Evelyn DiBella, Pamela Aini, Robin Baty, Jennifer Kellogg, Abigail McKee |
| Physician | St. James Mercy Health, School Physician |
| Classroom Teacher and Related Services Staff | |

CARRIED – 4 AYES – ALL

BY: HESS/MARINO

RESOLVED: that, the Board approves subcommittees for the CSE and CPSE consisting of the following:

- Parent of student
- General education teacher of student whenever student is or may be participating in the general education environment
- Student's special education teacher
- Representative of the School District who is qualified to provide special education and is knowledgeable about the general education curriculum and the resources of the School District (can be the special education teacher)
- School psychologist whenever a new psychological evaluation is reviewed or a change to a program option with a more intensive student/teacher ratio is considered
- An individual who can interpret the instructional implications of evaluation results (can be one of the people listed above)
- Other people having knowledge or special expertise regarding the student

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- Parent representative for all CPSE meetings and when requested by a parent for a CPSE meeting

CARRIED – 4 AYES – ALL

BY: HESS/MARINO

RESOLVED: that, the Board approves Mrs. Kathy Labarron-Roberts, 12 Maplewood Avenue, to serve as the surrogate parent for the Committee on Special Education/Committee on Preschool Special Education for the 2017-18 school year.

CARRIED – 4 AYES – ALL

BY: HESS/MARINO

RESOLVED: that, the Board approves the list of impartial hearing officers designated for Steuben County for the 2017-18 school year, as provided by the State Education Department.

CARRIED – 4 AYES – ALL

Member McNelis arrived at 5:33 PM.

BY: HESS/MCNELIS

RESOLVED: that, the Board readopt all policies in the official policy book kept by the District Clerk, including the code of ethics and code of conduct.

CARRIED – 4 AYES – ALL

REGULAR MEETING (5:34 PM)

BY: HESS/MCNELIS

RESOLVED: that the agenda be accepted as presented.

CARRIED – 5 AYES – ALL

PUBLIC COMMENT

None

RECOMMENDED ACTION

ROUTINE ITEMS

BY: HESS/MCNELIS

RESOLVED: that, upon the recommendation of Superintendent Palotti to approves/accepts the following Consent Agenda items:

- Approves of the minutes for the meetings of June 7 and 23, 2017.
- Acceptance of Claims Auditor/Warrant Report for the period ending May 31, 2017.
- Acceptance of the G F Budget Transfer Report of May 31, 2017.
- Acceptance of the Appropriations Report of May 31, 2017.
- Acceptance of the Treasurer's Report of May 31, 2017.
- Acceptance of the Revenue Report of May 31, 2017.
- Acceptance of the Student Activities Report of May 31, 2017.
- Acceptance of the Cafeteria Budget Transfer Report of May 31, 2017.

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- has no objections to the recommendations of the Committee on Special Education and approves the authorization of funds to implement the special education programs and services consistent with such recommendations for the meetings of June 6, 8, 13, 15, 20 and 29, 2017, the Committee on Preschool Special Education meetings of June 20 and 29, 2017 and the 504 meetings of June 9 and 20, 2017. .

CARRIED – 5 AYES – ALL

NEW BUSINESS

FINANCE

BY: HESS/MCNELIS

RESOLVED: that, upon the recommendation of Superintendent Palotti, the Board approves the resolution and contract with GST BOCES to provide cooperative educational services for the period of July 1, 2017-June 30, 2018.

CARRIED – 4 AYES – ALL

INFORMATIONAL:

The next regular meeting of the Board of Education will be held on Monday, August 17, 2017 at 5:15 PM in the Columbian School Conference Room located at 25 Pearl Street, Hornell, NY.

BY: HESS/MCNELIS

RESOLVED: that at 5:36 PM the Board return to Regular Session and adjourn.

CARRIED – 5 AYES - ALL

Respectfully submitted,

Susan Brown, Clerk Pro Tem