

OFFICIAL PROCEEDINGS
OF THE BOARD OF EDUCATION
OF THE SPENCERPORT CENTRAL SCHOOL DISTRICT

July 6, 2011
Spencerport, New York

Members Present: Mr. William Sweeney, Mr. Todd Dunn, Mr. Gary Bracken,
Mr. Kevin Hutton

Absent: Ms. Jody Gillette, Mr. Oberlin, Mr. Mark Young

Others Present: Mr. Michael Crumb, Mr. Ty Zinkiewich, Mr. Rick Wood,
Mrs. Bonnie Freville, Ms. Lanette Cypher, Mr. Michael
Rehbaum

The meeting was called to order at 6:05 p.m. E.D.S.T. by the Assistant District
Clerk, Mrs. Bonnie Freville, when the Board held its Annual Organizational
Meeting in the Board Conference Room in the Administration Building.

Mrs. Freville administered the Oaths of Office to the elected Board member, Mr.
Mr. Kevin Hutton. He signed the oath in the presence of the Board.

No. 1
BOE President
for 2011-12

NOMINATION AND ELECTION OF PRESIDENT

Mrs. Freville opened nominations for President of the Board of Education.

Mr. Dunn entered the nomination of Mr. Sweeney for President of the Board of
Education and Mr. Bracken seconded the nomination.

Mrs. Freville entertained further nominations. There being none, the nominations
were closed and the vote taken by voice vote.

Vote of the Board: Yes: Mr. Sweeney, Mr. Dunn, Mr. Bracken
Mr. Hutton

Absent: Ms. Gillette, Mr. Oberlin, Mr. Young,

Yes: 4
No: 0

No. 2

*Oath of Office
Administered to
Board
President*

Mrs. Freville administered the Oath of Office to the new President, Mr. William Sweeney, and he signed the oath in the presence of the Board.

Mr. William Sweeney was declared President of the Board of Education for 2011-12. Mr. Sweeney conducted the remainder of the meeting.

*BOE Vice President
for 2011-12*

Mr. Bracken nominated Mr. Dunn for Vice- President of the Board of Education and Mr. Hutton seconded the nomination.

Mrs. Freville entertained further nominations. There being none, the nominations were closed and the vote taken by voice vote.

Vote of the Board: Yes: Mr. Sweeney, Mr. Dunn, Mr. Bracken
Mr. Hutton

Absent: Ms. Gillette, Mr. Oberlin, Mr. Young,

Yes: 4
No: 0

*Oath Administered to
Vice President*

Mrs. Freville administered the Oath of Office to the new Vice President, Mr. Todd Dunn and he signed the oath in the presence of the Board.

Mr. Dunn was declared Vice President of the Board of Education for 2011-2012.

*Oath Administered to
the Superintendent
of Schools*

Mrs. Freville administered the Oath of Office to Mr. Michael Crumb, Superintendent of Schools and he signed the oath in the presence of the Board.

No. 3

*BOE
Appointments*

2. NEW BUSINESS

2.1 Board of Education Appointments: Internal

*District Clerk
Assistant District
Clerk
Treasurer
Asst. Treasurer
Census Enumerator
Internal Claims
Auditor*

- A. DISTRICT CLERK – Mr. Dan Milgate
- B. ASSISTANT DISTRICT CLERK – Mrs. Bonnie Freville
- C. TREASURER -- Ms. Kristin Ryan
- D. ASSISTANT TREASURER – Mr. Rick Wood
- E. CENSUS ENUMERATOR – Mr. Dan Milgate
- F. INTERNAL CLAIMS AUDITOR – Ms. Vicki Amoroso

No. 3

*Appointments
(continued)*

*Rochester Area
Schools Health
Plan Board of
Directors*

*Rochester Area
Schools Health
Plan II Board of
Directors*

*Designee for
Residency*

Auditorium

Technical

Consultant

Auditorium

Technical

Consultant

Extraclassroom

Activity Funds

- d. Rochester Area Schools Health Plan Board of Directors
Mr. Michael Crumb
Mr. Dan Milgate - Alternate
- e. Rochester Area Schools Health Plan II Board of Directors
Mr. Dan Milgate
Mr. Rick Wood - Alternate
- f. Board Designee for Residency Issues
Mr. Michael Crumb
- g. Auditorium Technical Consultant - Patrick William w/stipend of \$5,400
- h. Extraclassroom Activity Funds
 - 1. Controllers - High School - Mr. Anthony Lipani
Cosgrove - Mr. Ned Dale; Alternate – Mr. Brian Meister
 - 2. Central Treasurer – Michael Blackwell w/stipend of \$4,000
 - 3. Authorization to establish an account for the Class of 2015

Motion was made by Mr. Hutton and seconded by Mr. Bracken to approve designations – internal appointments.

Vote of the Board: Yes: Mr. Sweeney, Mr. Dunn, Mr. Bracken
Mr. Hutton, Mr. Young

Absent: Ms. Gillette, Mr. Oberlin

Yes: 5

No: 0

2.4 Board of Education Designations: External

*Designation of
Depository*

- a. Designation of Depository
 - 1. J.P. Morgan Chase, Gates Branch
 - a. Consolidated - checking
 - b. General Fund - money market and investments
 - c. Insurance Reserve Fund - savings
 - d. Special Awards - Board of Education - savings
 - e. Capital Fund - checking
 - f. School Lunch – savings
 - g. Capital Investment – savings
 - h. Extraclassroom Activity Funds - checking

No. 3

*Appointments
(continued)*

2. Monroe 2 - Orleans BOCES - Recommend authorization of cooperative ventures for the 2011-12 school year, conducted by the Monroe 2 - Orleans BOCES for the categories included:

AV Equipment	Art
Magazines	Ice Cream
General Supplies	Musical Equipment
Fine Paper Supplies	Health, First Aid & Safety
Athletic & Phys. Ed.	Custodial
Food (meat & groceries)	School Lunch (Paper/Plastic)
Natural Gas	Dairy (milk), Potato Chips
Computer	Bread Products
Beverages	Electricity
Small Wares	Specialty Products -- School Lunch
Building Supplies	

*Conference
Attendance*

- d. Conference Attendance - Recommend that the Superintendent of Schools or designee be authorized to approve conference attendance by members of district staff within the appropriations identified in the annual district budget.

*Establish Petty
Cash Funds
Custodians
Petty
Cash Funds
Custodians
School
Lunch Cash
Funds
Authorizations*

- e. Establish Petty Cash Funds within Guidelines of Sections 1604 and 1709 of Education Law - recommend as noted:

1. Custodians Petty Cash Funds (\$100 each)
- | | |
|---------------------------|-----------------|
| Administration Building | Rachel Wojtylak |
| Leo Bernabi School | Valerie Lupiani |
| Canal View School | Linda Siracusa |
| William C. Munn School | Phyllis Downey |
| Terry Taylor School | Julie Gilliard |
| Cosgrove Middle School | Amy DiGuardi |
| Spencerport High School | Linda Pelin |
| Transportation Department | Michael Proukou |
| Facilities Department | Debbie Ferraro |

2. Custodians School Lunch Cash Funds
- | | | |
|-------------------|-------|-----------------|
| Bernabi School | \$ 26 | Elena Iraci |
| Canal View School | \$ 26 | Noreen Ford |
| Munn School | \$ 26 | Cheryl Wagner |
| Taylor School | \$ 26 | Cynthia Ridd |
| Cosgrove School | \$128 | Laranda Corbett |
| Wilson East | \$ 52 | Sandy Page |
| Wilson West | \$108 | Sharon Azzolina |
| District Office | \$100 | Sherry Weber |

No. 3

*Appointments
(continued)*

*Reimbursement for
Mileage*

*Reimbursement for
Meals*

*Membership in
Organizations*

- f. Reimbursement for Mileage - to follow the IRS established rate
- g. Reimbursement for Meals – meals will be reimbursed at the GSA established rate
- h. Membership in Organizations
 - 1. NYS School Board Association
 - 2. Monroe County School Boards
 - 3. Genesee Valley School Boards
 - 4. Spencerport Chamber of Commerce

Motion was made by Mr. Young and seconded by Mr. Dunn to approve Board of Education authorizations.

Vote of the Board: Yes: Mr. Sweeney, Mr. Dunn, Mr. Bracken
Mr. Hutton, Mr. Young

Absent: Ms. Gillette, Mr. Oberlin

Yes: 5
No: 0

2.6 Board of Education Resolutions

2.61 Resolution to approve the following:

*Substitute Rates
and Tutoring
Rates for 2011-
2012
Senior Citizen &
Disabled
Property Tax
Exemption
Non-resident
Tuition Rate
Legal
Publications*

- a. Substitute Rates and Tutoring Rates for the 2011-2012 School Year (See attached list) #2
- b. Re-adopt Senior Citizen and Disabled Property Tax Exemption
- c. Non-resident tuition rate according to State Education Department formula when State Aid figures are set.
- d. Legal Publications
 - 1. *Daily Record* – for advertisement of district meetings and bids
 - 2. *Messenger Post* - for advertisement of district meetings and bids, in the Gates-Chili & Greece papers
 - 3. *Suburban News* - for advertisement of district meetings and bids

*Record
Retention and
Disposition
Schedule ED-1*

2.62 Resolution to Re-adopt the Record Retention and Disposition Schedule ED-1 as recommended by the NYS Dept. of Ed. - archives and records administration.

No. 3

*Appointments
(continued)*

2.63 Resolution to Establish Board of Education meeting time and location. (attached)

<i>Board of Education Mtg. time & Location</i>	<u>Date</u>	<u>Type of Meeting</u>	<u>Location</u>
	Wednesday, July 6, 2011	Organizational (6:00 P.M.)	District Office
	Wednesday, July 6, 2011	Business	District Office
	Tuesday, August 9, 2011	Business	District Office
	Tuesday, September 6, 2011	Business (6:00 P.M.)	District Office
	Tuesday, September 27, 2011	Business (6:15 P.M.*)	Taylor School
	Tuesday, October 11, 2011	Study	Bernabi School
	Tuesday, October 25, 2011	Business	Cosgrove MS
	Tuesday, November 8, 2011	Study	Spencerport HS
	Tuesday, November 22, 2011	Business	District Office
	Tuesday, December 13, 2011	Business	Canal View
	Tuesday, January 10, 2012	Study	Munn
	Tuesday, January 24, 2012	Business	District Office
	Tuesday, February 14, 2012	Study	District Office
	Tuesday, February 28, 2012	Business	District Office
	Tuesday, March 13, 2012	Study	District Office
	Tuesday, March 27, 2012	Business	District Office
	Tuesday, April 3, 2012	Study	Cosgrove MS
	Tuesday, April 17, 2012	Business	District Office
	Tuesday, May 1, 2012	Budget Hearing /Study	District Office
	Tuesday, May 22, 2012	Business	District Office
	Tuesday, June 12, 2012	Business (6:15 P.M.*)	District Office
	Tuesday, June 19, 2012	Study	District Office

All meeting will begin at 7:00 PM unless noted otherwise

*Board receptions at 6:15 P.M. on Sept, 27, 2011 and June 12, 2012

*Authorize
Superintendent
to Apply for
Federal
Grants
Authorize
Superintendent
and Asst.
Superintendent
to Enter into
Certain
Contracts
Authorize
Superintendent
to Require 913*

- 2.64 Resolution to authorize the Superintendent to apply for Federal Grants.
- 2.65 Resolution to authorize the Superintendent, Assistant Superintendent of Schools and Director of Business Operations to enter into certain contracts for items such as security, fire alarm service/maintenance, as needed for instructional, secretarial, custodial and transportation equipment that may be needed to maintain the health, safety and welfare of the district for the 2011-2012 school year
- 2.66 Resolution authorizing the Superintendent of Schools to require employees to submit to a 913 medical examination to determine his/her fitness to continue employment and to make such arrangements as are necessary to effectuate this resolution.

No. 3

*Appointments
(continued)
Examination
Interim Hiring*

2.67 Resolution to authorize the Superintendent of Schools to employ individuals on an interim basis until such time as the Board of Education is able to act upon a formal recommendation for appointment.

*Resolution
Reciprocal
Agreements*

2.68 Resolution to authorize the Superintendent of Schools to enter into reciprocal agreements with other schools within BOCES and other municipalities to transport students, loan and borrow buses and equipment, dispose of surplus buses, share fuel services and maintenance.

Adjournment

Motion was made by Mr. Bracken and seconded by Mr. Young to approve Board of Education resolutions.

Vote of the Board: Yes: Mr. Sweeney, Mr. Dunn, Mr. Bracken
Mr. Hutton, Mr. Young

Absent: Ms. Gillette, Mr. Oberlin

Yes: 5
No: 0

3. ADJOURN

Motion made by Mr. Dunn and seconded by Mr. Hutton to adjourn the organizational meeting.

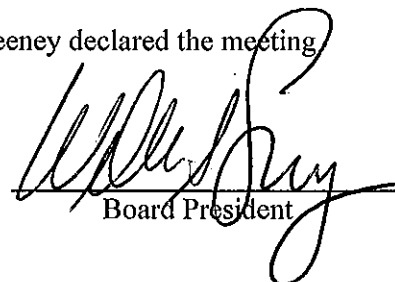
Vote of the Board: Yes: Mr. Sweeney, Mr. Dunn, Mr. Bracken
Mr. Hutton, Mr. Young

Absent: Ms. Gillette, Mr. Oberlin

Yes: 5
No: 0

As there was no further business, Mr. Sweeney declared the meeting adjourned at 6:31 p.m.


Assistant District Clerk


Board President