

**OFFICIAL MINUTES  
BOARD OF EDUCATION MEETING  
Bolivar-Richburg Central School**

**DATE:** September 20, 2016

**TIME:** 7:00 PM

**PLACE:** Bolivar Building Conference Room 107

**BOARD MEMBERS PRESENT:** Erin Baldwin, President  
Jody McLaughlin, Vice President  
Michelle Clark  
Carol Greene  
Karl Hackett II  
Heather Iantorno  
Ervin Smith

**BOARD MEMBERS ABSENT:**

**OTHER PEOPLE IN ATTENDANCE:** Michael Retzlaff, Superintendent  
Jenny Bilotta, School Business Administrator  
Connie Emery, District Clerk  
Amanda Auman, BRFA  
Adam Batesky and Jeremy Smith Auditors (B-W-B)  
Bob Hartz and Michael Horning – PLS 3<sup>rd</sup> Learning  
Lisa Taylor – CSEA  
Amanda Auman – BRFA  
Alexander Jones – District’s New Vision Student

A regular meeting of the Bolivar-Richburg Central School Board of Education was held on September 20, 2016 at 7PM in Conference Room 107 of the Bolivar building.

Erin Baldwin welcome to everyone.

Adam Batesky from Buffamante Whipple Buttafaro, P.C. presented the 2015-2016 Financial Statements.

Michael Horning from PLS 3<sup>rd</sup> Learning presented software program for superintendent evaluations –service is BOCES aided.

Michael Retzlaff – Project Update  
Teacher Desk Project – Each classroom teacher is entitled to \$1,000.00.  
The District will be conducting water lead testing.

Motion made by Ervin Smith and seconded by Jody McLaughlin to approve the September 6, 2016 Board of Education meeting minutes. Unanimously carried. Minutes

**Items for Board Action:**

Motion made by Carol Greene and seconded by Jody McLaughlin to approve the Treasurer’s Report for the Payroll, Lunch, General Checking, General Savings, General Investments, Activities, and Trust & Agency Funds as of August 31, 2016. Unanimously carried. Treasurer’s Report

Motion made by Jody McLaughlin and seconded by Heather Iantorno to approve the Bolivar-Richburg Central School District Organizational Professional Development Plan for 2016-2017. Unanimously carried. Prof. Dev. Plan

Motion made by Ervin Smith and seconded by Carol Greene to grant Patricia Pettit's request for an unpaid leave of absence under the Family Medical Leave Act September 19-27, 2016. Unanimously carried.

P. Pettit  
Med. Leave

Motion made by Heather Iantorno and seconded by Michelle Clark to appoint Paul Lyons as the liaison for homeless children and youth. Unanimously carried.

Homeless  
Liaison

Motion made by Michelle Clark and seconded by Karl Hackett to appoint Wanda Allen to the position of Food Service Helper for a one-year probationary period to commence September 26, 2016 and to end September 25, 2017. The hourly rate of pay will be \$9.70. Unanimously carried.

Wanda Allen

Motion made by Michelle Clark and seconded by Karl Hackett to approve the following people as mentors for the 2016-2017 school year in accordance with the terms of the Bolivar-Richburg Central School District Mentoring Program: Unanimously carried.

Mentors

New Teacher	Mentor	Shared Hours
Janelle Freer	Hannah French	60 Hours (30 Hours Each)
Kellyn Hadley	Kristen Durow	60 Hours (30 Hours Each)
Matthew Morris	Mary Snyder	60 Hours (30 Hours Each)
Alexander Scott	Steve Yehl	36 Hours (18 Hours Each)
Joanna Moskeland	Noelle Derx	36 Hours (18 Hours Each)

Motion made by Carol Greene and seconded by Michelle Clark to grant Stephanie Hulin's request to complete her field placement with the reading teachers. Unanimously carried.

S. Hulin

Motion made by Jody McLaughlin and seconded by Ervin Smith to approve the following people as volunteers for the 2016-2017 school year: Unanimously carried.

Volunteers

Briana Vennard - Volunteer FCCLA Advisor  
Thela Snow – Volunteer FCCLA Advisor

Pre-K or Elementary Volunteers:

Emily Lowry  
Teresa Pratt  
Tabatha Whiting  
Michael Brant

Pre-K Volunteers:

Crystal Hebert	Heather Burdick	Michelle Burdick
Misty Kimbrough	Rachael Knowlton	Hillary McPherson
Lyndsey Mesler	MaKayla Main	Renee Nortum
Daniel Winan	Michelle Scott	
Eric Pastor	Emily Nease	
Stephen Dunn	Katie Miszuk	
Jessica Cole	Sabrena Day	

Elementary Volunteers:

Brock Smith  
Melissa Beardsley  
Staci Duffney  
Michelle Geist  
Ashley Smith  
Linda Harmon

Motion made by Carol Greene and seconded by Karl Hackett to approve the CSE recommendations. Unanimously carried. CSE Rec.

Motion made by Jody McLaughlin and seconded by Karl Hackett to add Coji Maddona to the substitute teacher list pending a background check. Unanimously carried. Sub List

Motion made by Heather Iantorno and seconded by Michelle Clark to approve the senior class trip to Disney World in Orlando, Florida, November 10-14, 2016. Unanimously carried. Sr. Trip

Motion made by Karl Hackett and seconded by Jody McLaughlin that the Board of Education hereby approves, in accordance with the terms and conditions provided therein, the Memorandum of Agreement between the Bolivar-Richburg Faculty Association and the District, which provides the District payroll deductions for Association members who elect to participate in the CSEA Dental Plan, and authorizes the Superintendent to execute such Agreement on behalf of the District. Unanimously carried. MOA  
Dental Plan  
BRFA

Motion made by Karl Hackett and seconded by Jody McLaughlin that the Board of Education hereby approves, in accordance with the terms and conditions provided therein, the Memorandum of Agreement between the Bolivar-Richburg Administrative Staff and the District, which provides for District payroll deductions for Administrators who elect to participate in the CSEA Dental Plan, and authorizes the Superintendent to execute such Agreement on behalf of the District. Unanimously carried. MOA  
Dental Plan  
Administrators

Motion made by Karl Hackett and seconded by Jody McLaughlin that the Board of Education hereby authorizes District payroll deductions for Confidential Managerial employees who elect to participate in the CSEA Dental Plan in accordance with the CSEA Plan's terms and conditions. Unanimously carried. Dental Plan  
Confidential  
Employees

**Addendum:**

Motion made by Heather Iantorno and seconded by Michelle Clark to approve the following people as volunteers for the 2016-2017 school year:  
Unanimously carried.

Pre-K Volunteer:  
Traci Steiner

Elementary Volunteer:  
Tracy Pitts  
Debra Nolan  
Joseph Nolan  
Karen Martin

**New Business:** Cafeteria update.

Motion made by Karl Hackett and seconded by Jody McLaughlin to move into executive session at 8:20 PM, to discuss the employment history of a particular person. Unanimously carried. Exec. Session

Connie Emery  
District Clerk

Motion made by Jody McLaughlin and seconded by Heather Iantorno to move out of executive session at 8:45 PM, and back into regular session. Unanimously carried.

Out of Exec.  
Session

Motion made by Jody McLaughlin and seconded by Heather Iantorno to adjourn the meeting at 8:55 PM, there being no further business. Unanimously carried.

Adjournment

Michael Retzlaff  
Clerk Pro-Tem