

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

**DATE:** August 23, 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 McDonnell, Technology Coordinator

A regular meeting of the Bolivar-Richburg Central School Board of Education was held on August 23, 2016 at 7 PM in Conference Room 107 of the Bolivar building.

Erin Baldwin, President: Welcome Back to School Community Picnic – discussion and planning.

Michael Retzlaff, Superintendent: Capital Project update  
Policy Review  
Superintendent Evaluation Tool – presentation  
Invitation to the Board of Education to attend the Superintendent in-service days  
August 31 and September 1.  
Board Goals

Motion made by Karl Hackett and seconded by Michelle Clark to approve the August 2, 2016 Board of Education meeting minutes. Unanimously carried. Minutes

**Items for Board Action:**

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

Motion made by Ervin Smith and seconded by Karl Hackett to approve the School Tax Warrant in the amount of \$2,790,098.00 for the 2016-2017 school year. Unanimously carried. Tax Warrant

Motion made by Carol Greene and seconded by Ervin Smith to approve the following resolution for the purpose of participating in a cooperative electricity bid coordinated by the Wayne-Finger Lakes BOCES: Electricity Bid

WHEREAS, The Board of Education, Bolivar-Richburg Central School District of New York State desires to participate in a Cooperative Bidding Program conducted

by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties from year to year or, until this Resolution is rescinded, for the purchase of supply of electricity. And...

WHEREAS, The Board of Education, Bolivar-Richburg Central School District of New York State is desirous of participating with The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties in the joint bid of the commodities and/or services mentioned below as authorized by General Municipal Law, Section 119-o... And...

WHEREAS, The Board of Education, Bolivar-Richburg Central School District of New York State has appointed The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties as representative to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Board of Education, Bolivar-Richburg Central School District of New York State and making recommendations thereon...

THEREFORE...

BE IT RESOLVED, That The Board of Education, Bolivar-Richburg Central School District of New York State and The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties hereby accepts the appointment of The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters related above... And...

BE IT FURTHER RESOLVED, That The Board of Education Bolivar-Richburg Central School District of New York State authorizes the above-mentioned Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters regarding the entering into contract for the purchase of the below-mentioned commodities and/or services... And...

BE IT FURTHER RESOLVED, That The Board of Education Bolivar-Richburg Central School District of New York State agrees to assume its equitable share of the costs incurred as a result of the cooperative bidding... And...

NOW, THEREFORE, BE IT RESOLVED, That The Superintendent of Schools on behalf of the Board of Education, Bolivar-Richburg Central School District of New York State hereby is authorized to participate in cooperative bidding conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties for supply of electricity and if requested to furnish The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties an estimated minimum number of units that will be purchased by The Board of Cooperative Educational Services of Ontario, Seneca, and Wayne and Yates Counties. The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties is hereby authorized to award cooperative bids to the bidder deemed to be the lowest responsive and responsible meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts. Unanimously carried.

Motion made by Karl Hackett and seconded by Jody McLaughlin to enter into an agreement with the Friendship Central School District for the sharing of services by a certified behavioral specialist for the 2016-2017 school year. Unanimously carried.

Shared Services

Motion made by Michelle Clark and seconded by Heather Iantorno to enter into an agreement with Belfast, Friendship, and Scio Central School Districts for sharing occupational therapy services for the 2016-2017 school year. Unanimously carried.

Shared Services

<p>Motion made by Jody McLaughlin and seconded by Ervin Smith to enter into an agreement with the Allegany Council on Alcoholism &amp; Substance Abuse, Inc., for prevention services for grades Kindergarten through 8 for the 2016-2017 school year. Unanimously carried.</p>	<p>ACASA</p>
<p>Motion made by Carol Greene and seconded by Michelle Clark to adopt the Annual Professional Performance Plan (APPR Plan) for those classroom teachers and administrators who will be covered by the annual performance review pursuant to the provisions of Education Law 3012-d. Unanimously carried.</p>	<p>APPR</p>
<p>Motion made by Ervin Smith and seconded by Karl Hackett that the Board of Education hereby approves the base hourly rates of the following bus drivers: Cathy Dewe, Wallace Dillon, Lynn Pinney, Norman Tarr, Robert Wandover, Randall White, and Charles Winchell, to \$15/hour effective July 1, 2016 as presented in the Memorandum of Agreement between the District and the CSEA Unit, and accordingly, the Board authorizes the Superintendent to execute the Memorandum of Agreement. Unanimously carried.</p>	<p>MOA Bus Driver Hourly Rate</p>
<p>Motion made by Jody McLaughlin and seconded by Heather Iantorno that the Board of Education hereby authorizes the Superintendent to execute the Memorandum of Agreement between the District and the CSEA Unit, with regards to the shared Mechanic/Driver and the shared service agreement with the Wellsville Central School District. Unanimously carried.</p>	<p>MOA Mechanic/ Driver Shared Services w/Wellsville</p>
<p>Motion made by Karl Hackett and seconded by Jody McLaughlin that the Board of Education of the Bolivar-Richburg Central School District approves the funding and terms of the Memorandum of Agreement between the District and the Bolivar-Richburg CSEA Unit amending Article XIV, "Retirement &amp; Death Benefit 41-j" of the parties' 2015-2020 Collective Bargaining Agreement. The Superintendent of Schools shall have authority on behalf of the Board of Education to acknowledge the agreement accordingly. Unanimously carried.</p>	<p>MOA Amending CSEA Agreement</p>
<p>Motion made by Jody McLaughlin and seconded by Ervin Smith that the Board of Education hereby approves the terms of the Memorandum of Agreement between the District and the CSEA Unit which amends Article XII, Section 5 of the parties' collective bargaining agreement and defines the phrase "by lot" for purposes of that section, and accordingly authorizes the Superintendent to acknowledge the Agreement. Unanimously carried.</p>	<p>MOA Amending CSEA Agreement</p>
<p>Motion made by Heather Iantorno and seconded by Jody McLaughlin to approve the Bolivar-Richburg Central School Technology Plan for the years 2016-2019. Unanimously carried.</p>	<p>Technology Plan</p>
<p>Motion made by Carol Greene and seconded by Karl Hackett to grant Mary Snyder's request for a medical leave of absence to commence August 31, 2016 and to end October 30, 2016. Unanimously carried.</p>	<p>M. Snyder</p>
<p>Motion made by Jody McLaughlin and seconded by Ervin Smith to accept a letter of resignation for retirement from Caroline Ferry, Food Service Helper, effective August 31, 2016. Unanimously carried.</p>	<p>C. Ferry Retire</p>
<p>Motion made by Carol Greene and seconded by Michelle Clark to accept a letter of resignation for retirement from Bud Wittenburg, Speech Therapist, effective July 31, 2016. Unanimously carried.</p>	<p>B. Wittenburg Retire</p>

Motion made by Ervin Smith and seconded by Jody McLaughlin to approve the following extracurricular appointments for the 2016-2017 school year:

Extracurricular

- Leah Kirnan – 12<sup>th</sup> Grade Class Advisor
- Tom Wight – Boys and Girls (Varsity & JV) Clock Announcer
- George Kinnicutt – substitute clock announcer and substitute monitor
- Matthew Morris – Monitor for football, volleyball, and basketball, Timer for Track & Field, Substitute volleyball scorekeeper
- Leon Gardner – Volunteer Football Assistant
- Anthony Ellis – Volunteer Modified Football Assistant pending completion of coaching certification requirements

Unanimously carried.

Motion made by Jody McLaughlin and seconded by Heather Iantorno that Alexander Scott, who holds a Professional New York State Teaching Certificate permitting him to teach in the English Language Arts 7-12 certification area, is hereby conditionally appointed to the position of English teacher in the English tenure area for a probationary period of three (3) years to commence August 31, 2016 and to end August 30, 2019. Alexander Scott previously received tenure and demonstrated he received an APPR rating in his final year of service in his previous school district. Eligibility for tenure at the end of the probationary period is dependent on Alexander Scott receiving APPR ratings of Effective or Highly Effective in 3 of 4 preceding years and no Ineffective composite or overall rating in the final year. Alexander Scott's salary during the first year of this appointment will be paid in accordance with the salary schedule, at Step 9, as provided in the Teacher's Collective Bargaining Agreement. Unanimously carried.

Alexander Scott

Motion made by Jody McLaughlin and seconded by Karl Hackett that Paul Lyons who is Permanently certified in the School District Administrator area, is hereby appointed to a probationary position as the district wide assistant principal for a probationary period of four (4) years, to commence on August 24, 2016 and to end on August 23, 2020. Salary for the school year 2016-2017 is \$66,000.00. Unanimously carried.

P. Lyons  
Assistant  
Principal

Motion made by Carol Greene and seconded by Ervin Smith to accept a letter of resignation from JoEllen Sisson, Food Service Helper, effective August 24, 2016. Unanimously carried.

J. Sisson  
Resign  
FSH

Motion made by Michelle Clark and seconded by Carol Greene to appoint JoEllen Sisson as a Teacher Aide for a one-year probationary period to commence August 31, 2016 and to end August 30, 2017. The hourly rate of pay will be \$10.20. Unanimously carried.

J. Sisson  
Teacher Aide

Motion made by Karl Hackett and seconded by Heather Iantorno to appoint Kelly Walp to the position of Food Service Helper for a one-year probationary period to commence August 31, 2016 and to end August 30, 2017. The hourly rate of pay will be \$9.70. Unanimously carried.

K. Walp  
FSH

Motion made by Ervin Smith and seconded by Carol Greene to approve the following student teacher for the 2016-2017 school year:

Student  
Teacher

Houghton College		
Fall 2016 – September 6, 2016 to October 20, 2016		
Student Teacher	Cooperating Teacher	Subject
Carolin (Strasswimmer) Borbolla	Brandi Lasnick	Spanish

Unanimously carried.

Motion made by Karl Hackett and seconded by Jody McLaughlin to approve Barbara Seeley as an elementary volunteer for the 2016-2017 school year. Unanimously carried.

Volunteer

Motion made by Jody McLaughlin and seconded by Ervin Smith to approve the attached substitute list for the 2016-2017 school year. Unanimously carried.

Sub List

Motion made by Karl Hackett and seconded by Heather Iantorno to accept Zhanyan Zhang of China as a foreign exchange student for the 2016-2017 school year. Unanimously carried.

Foreign  
Exchange  
Student

Motion made by Michelle Clark and seconded by Carol Greene to declare the following items as surplus:

Surplus

Brother Fax Machine – Inventory ID #A00092105  
Math B Textbooks (52) – ISBN 0-12-062785-2  
Old Wrestling Uniforms (20)

Unanimously carried.

**New Business:** Complete Board Goals

Motion made by Ervin Smith and seconded by Carol Greene to move into executive session at 8:26 PM, to discuss currently litigation and contract negotiations. Unanimously carried.

Exec. Session

Connie Emery  
District Clerk

Motion made by Karl Hackett and seconded by Jody McLaughlin to move out of executive session at 9:40 PM, and back into regular session. Unanimously carried.

Out of Exec.  
Session

Motion made by Heather Iantorno and seconded by Jody McLaughlin to adjourn the meeting at 9:43 PM, there being no further business. Unanimously carried.

Adjournment

Michael A. Retzlaff  
Clerk Pro-Tem