

Wyoming Central School

Wyoming, New York

Board of Education

Reorganization Meeting

July 13, 2023

Members present: Kaitlyn Bush, Benjamin Chamberlain, Jessica Merrill, Barry True,
Rudd Wetherwax, Nicole White

Members absent: Haley Tygart

Others present: Emily Herman, Joelle Stroud, Nancy Norton

Guests: None.

Call to Order: The meeting was called to order at 6:01 p.m. by Mrs. Norton, District Clerk.

Oath to Incumbent
Board Members The oath of office was administered to incumbent board members, Kaitlyn Bush and Barry True.
The Board Operating Protocol was signed by the board members.

Oath to Superintendent
Of Schools The oath of office was administered to the Superintendent of Schools.

Nomination and Election of
Board Officers for the
2023-24 school year Nominations were opened for the office of President for the 2023-24 school year:
Mrs. Bush nominated Mr. Chamberlain and Mrs. Merrill seconded the nomination.
Nominations were closed.
Vote for Mr. Chamberlain for President.
Yes-6 No-0 (motion approved)
Nominations were opened for the office of Vice President for the 2023-24 school year:
Mrs. Bush nominated Mr. True and Mr. Chamberlain seconded the nomination.

Nominations were closed.

Vote for Mr. True for Vice President.

Yes-6 No-0 (motion approved)

Oath to Officers

The oath of office was administered to the President and Vice President.

The meeting was turned over to Mr. Chamberlain, Board President.

District Offices for

2023-24

Resolved, the Board approves the appointments to the following District Offices for the 2023-24 school year, on motion by Mr. Chamberlain and second by Mr. True:

- | | | |
|-------------------------------|---------------|-------------|
| A. District Clerk | Nancy Norton | \$8,390/yr |
| B. District Treasurer | Joelle Stroud | |
| C. District Tax Collector | Rachael Hinz | |
| D. Student Accounts Treasurer | Rachael Hinz | |
| E. Claims Auditor | Karen Green | \$ 28.85/hr |
| F. Frontline | Karen Green | \$ 15.00/hr |

Yes-6 No-0 (motion approved)

Oath to Officers

The oath of office was administered to the District Clerk, District Treasurer and District Tax Collector.

District Positions for

2023-24

Resolved, the Board approves the appointments to the following District Positions for the 2023-24 school year, on motion by Mrs. Merrill and second by Mr. Chamberlain:

- | | |
|-------------------------------|-------------------------------------|
| A. School Nurse Practitioner | Mary Richards, FNP, Warsaw, NY |
| B. Transportation Staff | |
| Physicals/Testing | Workplace Health, Warsaw, NY |
| C. District Auditor(External) | Lumsden McCormick, CPA, Buffalo, NY |
| D. School Attorney | Harris Beach, PLLC, Rochester, NY |
| | Bond, Schoeneck & King, Roch., NY |
| E. School Attorney for | |
| Capital Projects | Harris Beach, PLLC, Rochester, NY |

F. Records Access Officer	Rachael Hinz
G. Records Mgmt. Officer	Emily Herman
H. Attendance Officer	Maria Herman
I. GVSBA Rep.	Haley Tygart
J. GVSBA Alt. Rep.	Barry True
K. Asbestos Designee	Timothy Anderson
L. Purchasing Agent	Emily Herman
M. Wyo. Cty. Workers	
Comp. Rep.	Joelle Stroud
N. Wyo. Cty. Workers	
Comp. Alt. Rep.	Emily Herman
O. Emergency School	
Safety Team:	
Superintendent	Emily Herman
Secretary to Supt.	Michele Pearce
Dir. Of Stud. Svcs.	Sherrilyn Bartz
School Secretary	Mary Daniel
School Resource Off.	Timothy McGinnis
School Nurse	Maria Herman
Supervisor of B & G	Timothy Anderson
Teacher	Peter Terbuska
Transp. Director	Adam Richley
P. GAHP Rep.	Joelle Stroud
GAHP Alt. Rep.	Emily Herman

Yes-6 No-0 (motion approved)

Designations for

2023-24

Resolved, the Board approves the following designations for the 2023-24 school year, on motion by Mrs. Bush and second by Mrs. Merrill:

- A. Five Star Bank, Bank of Castile, JP Morgan Chase Bank, and NYCLASS as Official Depositories of School District Funds
 - B. Official newspaper as The Daily News, Batavia, NY with appropriate items also placed in the Warsaw Penny Saver.
 - C. Official Radio and TV stations for the District as WCJW, WHAM, WBTA, WGR, WYRK, TV Channels 2, 4, 7, 8, 10 & 13
 - D. Payroll Certification Officer as Emily Herman
 - E. Board of Education meetings or work sessions on the 2nd Thursday of each month at 6:00 p.m., unless dates are altered with notice by the Board
 - F. Superintendent of Schools as the Title IX Hearing Officer
 - G. Superintendent of Schools as the Federal Funds Assistance Program Hearing Officer
 - H. Chief Emergency Officer as Emily Herman
- Yes-6 No-0 (motion approved)

Authorizations for

2023-24

Resolved, the Board approves the following authorizations for 2023-24 school year on motion by Mrs. Bush and second by Mr. True:

- A. In conformance with the Commercial Crime Coverage, each employee of the district will be bonded up to \$100,000 and the Treasurer and Tax Collector for \$1,000,000
- B. President of the School Board to sign official documents as needed.
- C. Superintendent of School and/or the District Treasurer to sign all Central Treasurer account checks
- D. Superintendent to approve all budget transfers in accordance with the laws and board policy
- E. Superintendent to approve the attendance at conferences, conventions, workshops, etc. per Board policy #6160 Professional Growth Staff Development.
- F. Joelle Stroud, Treasurer, to establish and maintain all accounts necessary for the official transactions of the District business affairs
- G. Attendance at conferences and conventions for Board of Education members "with expenses."

H. Re-Establishment of a \$100 Petty Cash Fund administered by Joelle Stoud

I. A Revenue Anticipation Note Resolution dated July 10, 2003 delegating power to the Board of Education to authorize, from time to time and year to year, the issuance and sale of revenue anticipation notes of the Wyoming Central School District, Wyoming County, NY, in anticipation of the collection of revenues to be received as State Aid by the school district from the State of New York.

Yes-6 No-0 (motion approved)

Other Items for

2023-24

Resolved, the Board approves the other items for the 2023-24 school year, on motion by Mrs. Merrill and second by Mr. True:

A. Mileage reimbursement rate for approved District travel at IRS designated rate.

B. Day rate of \$120/day for day to day certified substitute teachers/teacher assistants

C. Day rate of \$110/day for day to day uncertified substitute teachers/teacher assistants

D. Rates for the following substitute positions:

- | | |
|---|------------------|
| 1. Substitute Cleaner/Monitor/Tchr Aide | NYS Minimum Wage |
| 2. Substitute Bus Driver | \$25.00/hr |
| 3. Substitute Bus Aide | \$15.79/hr |
| 4. Substitute Transportation Supervisor | \$27.86/hr |
| 5. Substitute School Nurse | \$120/day |

E. Set 2023-24 school breakfast price at \$1.75 and 2023-24 lunch price at \$2.50.

F. Adoption of all Policies and Code of Ethics in effect during the previous school year

Yes-6 No-0 (motion approved)

Respectfully submitted,

Nancy Norton

District Clerk

Wyoming Central School

Wyoming, New York

Board of Education

Regular Meeting

July 13, 2023

Members present: Kaitlyn Bush, Benjamin Chamberlain, Jessica Merrill, Barry True,
Rudd Wetherwax, Nicole White

Members absent: Haley Tygart

Others present: Emily Herman, Joelle Stroud, Nancy Norton

Guests: None.

Call to order: The meeting was called to order at 6:15 p.m. by Mr. Chamberlain, Board President.

Approval of Agenda: Resolved, the Board approves the agenda on motion by Mrs. Bush and second by Mr. True.
Yes-6 No-0 (motion approved)

Public Forum: None.

Board Discussion: Marla Welch thanked the Board for creating a Pre-K Program and hiring a School Resource Officer.

Presentations: None.

Action Items: Resolved, the Board approves the minutes of the 6/8/23 regular meeting on motion by Mrs. Merrill and second by Mr. True.
Yes-6 No-0 (motion approved)
Resolved, the Board approves the Treasurer Report and Budget by Function for May 2023 on motion by Mrs. Merrill and second by Mrs. Bush.
Yes-6 No-0 (motion approved)

President's Report: Update on the Town of Middlebury's shared payment of the School Resource Officer.

Superintendent's Report: Emergency Response Plan is posted to the school website and open for the public.
Buildings and Grounds update:

-Cleaning basement with metal items to the scrap metal dumpster and wooden items to be auctioned.

-Deep cleaning rooms and painting of two classrooms, the cafeteria and finish hallways.

-Looking into a new method of diamond polishing the main halls, to eliminate waxing and better overall appearance.

-Bus garage parking lot to be sealed.

-Sealing of playground and repair of fencing around the playground.

-Restriping the parking lots around the school.

Old Business:

Resolved, the Board approves the request for a 7th grade student to participate in modified soccer at Pavilion CSD, on motion by Mr. True and second by Mr. Chamberlain.

Yes-6 No-0 (motion approved)

New Business:

Resolved, the Board approves items A. – N. on motion by Mrs. Merrill and second by Mrs. Bush:

A. Approve to establish Board Committees for 2023-24

B. Approve the Tentative Calendar of Board Meetings for 2023-24

C. Approve the Superintendent to attend conferences or 2023-24

D. Approve the Superintendent's membership dues in SAANY/NYSCOSS/AASA for 2023-24

E. Approve the Superintendent as Data Protection Officer for 2023-24

F. Approve the Lease Agreement with GV BOCES for Classroom Space, 7/1/23-6/30/24

G. Approve the Rural Schools Association Dues for 2023-24

H. Approve ESY contract with Oakfield-Alabama CSD

I. Approve Code of Conduct Public Hearing on 8/10/23 @ 5:45 pm

J. Approve Cornell Cooperative Extension Wyoming County and Wyoming CSD Memorandum of Agreement

K. Approve After School Lab rate of pay of \$42.50/hour per ARP Grant

L. Approve Teacher and Teacher Assistant Professional Development rate of pay of \$30.00/hour per ARP Grant

M. Approve to discontinue SAT, Jr. and have the remaining funds of \$262.39 transferred to Student Council's account as of 7/13/23, per Board Policy #5520

N. Approve the following PreK resolution:

WHEREAS, the Wyoming Central School District currently provides an instructional program for resident students of the District in grades Kindergarten through 8; and

WHEREAS, under New York Education Law 3602-e, school districts have the discretion to offer a full day prekindergarten program for eligible students as defined therein; and

WHEREAS, the Board of Education has determined that the expansion of the District's instructional program is in the best interests of District students.

NOW BE IT HEREBY RESOLVED that effective with the 2023-24 school year, the Board of Education authorizes the establishment of a prekindergarten program for eligible District residents; and

BE IT FURTHER RESOLVED that eligible children are those who are residents of the Districts and who will be four years of age on or before December 1 of the year in which they are enrolled, or will otherwise be first eligible to enter public school kindergarten the following year; and

BE IT FURTHER RESOLVED that such program will be operated in full compliance with Education Law 3602-e and accompanying Commissioner regulations.

Yes-6 No-0 (motion approved)

Executive Session:

Resolved, the Board approves to retire into executive session at 6:35 p.m. for the purpose of contractual and personnel matters, on motion by Mr. True and second by Mrs. Bush.

Yes-6 No-0 (motion approved)

Out of Executive Session:

The Board reconvened regular session at 6:41 p.m.

Personnel:

Resolved, the Board approves the following items A. – D. on motion by Mrs. Merrill and second by Mrs. Bush:

A. Approve amended 2023-2024 Terms and Conditions for Matt Hollister and Rachael Hinz

B. Approve school nurse to work up to 20 hours between July 1, 2023 and August 30, 2023 at \$33.48/hour

C. Approve Meghan Barker maternity leave starting August 31, 2023 and continuing until October 20, 2023.

D. Appoint Jessica Burns as a substitute teacher, for Meghan Barker, will on maternity leave beginning Sept. 6, 2023 and continuing until October 20, 2023, at the rate of \$110/day up to 20 days and \$135/day after 20 days.

Yes-6 No-0 (motion approved)

CPSE/CSE:

Resolved, the Board approves the CPSE minutes dated 6/14/23 and the CSE minutes dated 6/22/23 on motion by Mr. True and second by Mrs. Merrill.

Yes-6 No-0 (motion approved)

Adjournment:

Resolved, the Board approves to adjourn the meeting at 8:42 p.m. on motion by Mr. True and second by Mrs. Merrill.

Yes-6 No-0 (motion approved)

Respectfully submitted,

Nancy Norton

District Clerk