

**WYOMING CENTRAL SCHOOL
WYOMING, NEW YORK
BOARD OF EDUCATION
REORGANIZATIONAL MEETING
JULY 9, 2020
6:00 PM**

Members present: Mrs. Bush, Mrs. Merrill, Mrs. Raines, Mr. True, Mrs. Washburn, Mr. Wetherwax

Members absent: Mr. Chamberlain, Mr. Wetherwax

Others present: Mrs. Schuessler, Mrs. Stroud, Mrs. Norton

Guests: None.

Call to Order: The meeting was called to order by Nancy Norton, District Clerk at 6:03 p.m.

Oath to New Board Members
The oath of office was administered to Barry True, new board member.
The board members read and signed the Board Operating Protocol for 2020-2021.

Oath to Superintendent
The oath of office was administered to Kathleen Schuessler, Superintendent of Schools.

Nomination for Office of Board President
Nominations were open for the office of President of the Board of Education for the 2020-2021 school year.
Mrs. Raines nominated Mr. True and Mrs. Washburn seconded the nomination.
Nominations were closed.
Vote for Barry True for President.
Yes-4 Bush, Merrill, Raines, Washburn
No-0
Abstain-1 True
Motion approved.

Nomination for
Office of Board
Vice President

Nominations were opened for the office of Vice-President of the Board of Education for the 2020-2021 school year.

Mrs. Washburn nominated Mrs. Raines and Mr. True seconded the nomination.

Nominations were closed.

Vote for Mrs. Raines for Vice-President.

Yes-4 Bush, Merrill, True, Washburn

No-0

Abstain-1 Raines

Motion approved.

Oath to Officers

The oath of office was administered to Barry True, President, and Danyle Raines, Vice-President.

The District Clerk turned the meeting over to Mr. True, President.

District Offices
For 2020-2021

Be it resolved, the Board approves the following appointments to District Offices for the 2020-2021 school year, on motion by Mrs. Washburn and second by Mrs. Raines:

A. District Clerk	Nancy Norton	\$7,702/yr
B. District Treasurer	Joelle Stroud	
C. District Tax Collector	Nancy Norton	
D. Student Accts Treasurer	Joelle Stroud	
E. Claims Auditor	Karen Green	\$26.50/hr
F. Clear Track	Karen Green	\$13.50/hr

Yes-5 No-0 Motion approved.

Oath to
District Offices

The oath of office was administered to Nancy Norton, District Clerk/Tax Collector and Joelle Stroud, District Treasurer.

District Positions
2020-2021

Be it resolved, the Board approves the following appointments to District Positions for the 2020-2021 school year, on motion by Mrs. Bush and second by Mrs. Washburn:

A. School Physician	Dr. David Breen(on a fee basis)
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B. School Nurse Practitioner	Sarah M. Schafer, MS, RN, ANP
C. District Auditor(External)	Lumsden & McCormick, Buffalo
D. School Attorney	Harris Beach, PLLC, Attorneys
E. School Attorney for Capital Projects	Harris Beach, PLLC, Attorneys
F. Records Access Officer	Nancy Norton
G. Records Management Officer	Kathleen Schuessler
H. Attendance Officer	Maria Herman
I. Genesee Valley Sch Board Rep	Kelly Washburn
J. GVSBA- Alternate Rep	Jessica Merrill
K. GAHP-Rep	Joelle Stroud
L. GAHP-Alternate Rep	Kathleen Schuessler
M. Asbestos Designee	Vernon Baker
N. Purchasing Agent	Kathleen Schuessler
O. Wyo Cty Wkrs Comp Rep	Joelle Stroud
P. Wyo Cty Wkrs Comp Alt. Rep	Kathleen Schuessler
Q. Emergency School Safety Team	
Superintendent of Schools	Kathleen Schuessler
Secretary to the Superintendent	Michele Pearce
Director of Student Services	Emily Herman
School Secretary	Mary Daniel
School Nurse	Maria Herman
Supervisor of Buildings/Grounds	Vernon Baker
Teacher	Peter Terbuska
Transportation Director	Adam Richley

Yes-5 No-0 Motion approved.

Designations
2020-2021

Be it resolved, the Board approves the following designations for the 2020-2021 school year on motion by Mrs. Raines and second by Mrs. Bush:

- A. Five Star Bank, Bank of Castile and JP Morgan Chase Bank as the Official Depositories of the 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: WCJW, WHAM, WBTA, WGR, WYRK, and TV Channels 2, 4, 7, 8, 10 & 13.
- D. Payroll Certification officer is Kathleen Schuessler.
- E. Board of Education meetings or work sessions as the 2nd Thursday of each month at 7:00 p.m. unless the 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 Kathleen Schuessler.

Yes-5 No-0 Motion approved.

Authorizations
2020-2021

Be it resolved, the Board approves the following authorizations for 2020-2021 on motion by Mrs. Bush and second by Mrs. Washburn:

- 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 school/financial documents as needed.
- C. Superintendent of Schools 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 #9280 Professional Staff Development.
- F. Joelle Stroud, Treasurer, to establish and maintain all accounts necessary for the official transaction of the District business affairs.
- G. Attendance at conferences and conventions for the Board of Education members "with expenses."
- H. Re-Establishment of a \$100 Petty Cash Fund administered by Joelle Stroud.
- I. A Revenue Anticipation Note Resolution dated July 10, 2003 delegating power to the President of 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, New York, in anticipation of the collection of revenues to be received as State Aid by the school district from the State of New York.

Yes-5 No-0 Motion approved.

Other Items
2020-2021

Be it resolved, the Board approves the following other items for the 2020-2021 school year on motion by Mrs. Raines and second by Mrs. Merrill:

- A. Mileage reimbursement rate for approved district travel at IRS designated rate.
- B. Day rate of \$100/day for day-to-day certified substitute teachers/assistants
- C. Day rate of \$95/day for day-to-day uncertified substitute teachers/assistants
- D. Rates for the following substitute positions:

Cleaner/School Monitor/Teacher Aide/Typist \$11.80/hr(\$12.50/hr on 12/31/2020)

Bus Driver \$25.44/hr

Bus Aide \$14.95/hr

Transportation Supervisor \$26.44/hr

School Nurse \$100.00/day

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

Yes-5 No-0 Motion approved.

Respectfully submitted,

Nancy W. Norton
District Clerk

**WYOMING CENTRAL SCHOOL
WYOMING, NEW YORK
BOARD OF EDUCATION
REGULAR MEETING
July 9, 2020
IMMEDIATELY FOLLOWING REORGANIZATIONAL MEETING**

Members present: Mrs. Bush, Mr. Chamberlain, Mrs. Merrill, Mrs. Raines, Mr. True, Mrs. Washburn, Mr. Wetherwax (arrived at 6:50 p.m.)

Members absent: None.

Others present: Mrs. Schuessler, Mrs. Stroud, Mrs. Norton

Guests: None.

Call to Order: The meeting was called to order at 6:22 p.m. by Mr. True, Board President.

Approval of Agenda: Be it resolved, the Board approves the agenda, the following addition, on motion by Mrs. Raines and second by Mr. Chamberlain:

New Business: Approve Health and Welfare Services contract with Batavia CSD for 2019-2020 school year.

Yes-6 No-0 Motion approved.

Public Forum: None.

Presentations: None.

Communications: None.

Action Items: Be it resolved, the Board approves the minutes of the June 11, 2020 regular meeting on motion by Mrs. Merrill and second by Mr. Chamberlain.

Yes-6 No-0 Motion approved.

Be it resolved, the Board approves the Treasurer’s Report for May 2020, on motion by Mrs. Merrill and second by Mrs. Washburn.

Yes-6 No-0 Motion approved.

President’s Report The Class of 2020 graduation was held on June 26th on the front steps of the school. The class valedictorian was Makayla Washburn and the salutatorian was Emalyn Yates. The ceremony included speeches, awards and the presentation of diplomas. Congratulations to the Class of 2020!

Superintendent’s Report Watch Dog Construction Managers presented an update on the construction project. The bathrooms are having drywall and tile installed.

The playground will reopen for the public.

The Bill of Rights for Data Privacy and Security has been updated.

The Facility Use form, with addendum, has been revised.

Old Business

None.

New Business

Be it resolved, the Board approves to establish Board Committees for 2020-2021 on motion by Mrs. Merrill and second by Mr. Chamberlain:

Audit –Chair: Kelly Washburn, Ben Chamberlain, Jessica Merrill

Personnel Relations & Negotiations-Chair: Barry True, Jessica Merrill, Kelly Washburn

Transportation-Chair: Barry True, Danyle Raines, Rudd Wetherwax

Building, Grounds and Maintenance-Chair: Barry True, Danyle Raines, Rudd Wetherwax

Community Relations-Chair: Kaitlyn Bush, Jessica Merrill, Ben Chamberlain

Curriculum-Chair: Kelly Washburn, Kaitlyn Bush

Policy Review-Chair: Danyle Raines, Kelly Washburn, Ben Chamberlain

Yes-6 No-0 Motion approved.

Be it resolved, the Board approves the board meeting calendar for 2020-2021 on motion by Mrs. Raines and second by Mrs. Washburn:

2020-2021 Board Meeting Dates:

July 9, 2020

August 13, 2020

September 10, 2020

October 8, 2020

November 12, 2020

December 10, 2020

January 14, 2021

February 11, 2021

March 11, 2021

April 8, 2021

May 10, 2021-Public Hearing and Board Meeting

June 10, 2021

Yes-6 No-0 Motion approved.

Be it resolved, the Board approves the Professional Development Plan for 2020-2021 on motion by Mrs. Raines and second by Mrs. Merrill.

Yes-6 No-0 Motion approved.

Be it resolved, the Board approves the Superintendent to attend seminars/conferences for 2020-2021 school year on motion by Mrs. Raines and second by Mrs. Merrill.

Yes-6 No-0 Motion approved.

Be it resolved, the Board approves the amendment to the Flexible Benefits Plan Document for 2020-2021 on motion by Mrs. Merrill and second by Mr. Chamberlain.

Yes-6 No-0 Motion approved.

Be it resolved, the Board approves the Substitute List for 2020-2021 on motion by Mrs. Raines and second by Mrs. Raines and second by Mrs. Merrill.

Yes-6 No-0 Motion approved.

Be it resolved, the Board approves the BOCES Final Services Commitment Form for 2020-2021 on motion by Mrs. Merrill and second by Mrs. Washburn.

Yes-6 No-0 Motion approved.

Be it resolved, the Board approves the Superintendent as Data Protection Officer for 2020-2021 on motion by Mrs. Washburn and second by Mr. Chamberlain.

Yes-6 No-0 Motion approved.

Be it resolved, the Board approves the contract with BOCES to rent four rooms for the 2020-2021 school year on motion by Mrs. Raines and second by Mrs. Merrill.

Yes-6 No-0 Motion approved.

Be it resolved, the Board approves the updated letter "Bill of Rights for Data Privacy and Security" on motion by Mrs. Merrill and second by Mr. Chamberlain.

Yes-6 No-0 Motion approved.

Be it resolved, the Board approves the updated language to the Facilities Use Form on motion by Mr. Chamberlain and second by Mrs. Washburn.

Yes-6 No-0 Motion approved.

Be it resolved, the Board approves the use of soccer field for youth soccer practice on motion by Mr. Chamberlain and second by Mrs. Washburn.

Yes-6 No-0 Motion approved.

Be it resolved, the Board approves the Health and Welfare contract with Batavia CSD for 2019-2020 school year, on motion by Mrs. Merrill and second by Mrs. Washburn.

Yes-6 No-0 Motion approved.

Executive Session

Be it resolved, the Board approves to retire into executive session for contractual at 6:35 pm on motion by Mrs. Raines and second by Mrs. Merrill.

Yes-6 No-0 Motion approved.

Out of Executive Session

The Board reconvened regular session at 6:45 p.m.

Pre-Audit Meeting

A pre-audit meeting was held with John Schiavone, Lumsden McCormick, CPA, external auditors, via Google Meet.

Mr. Wetherwax arrived at 6:50 p.m.

Executive Session

Be it resolved, the Board approved to retire into executive session at 7:00 p.m. for the purpose of contractual on motion by Mrs. Merrill and second by Mrs. Washburn.

Yes-7 No-0 Motion approved.

Out of Executive Session

The Board reconvened regular session at 7:45 p.m.

Personnel:

Be it resolved, the Board accepts the letter of intent, for the purpose of retirement, of Kathleen E. Schuessler, Superintendent of Schools, effective June 30, 2021, on motion by Mrs. Raines and second by Mrs. Washburn.

Yes-7 No-0 Motion approved.

Be it resolved, the Board approves Meghan Greiner Barker for tenure in the area of Special Education effective 9/1/2020, on motion by Mr. Chamberlain and second by Mrs. Bush.

Yes-7 No-0 Motion approved.

Be it resolved, the Board approves Meghan Greiner Barker, CSE/CPSE summer work at her rate of pay for June hours, per her June contractual hourly rate, and her rate of pay for July and August at her 2020-2021 contractual hourly rate, for

a maximum of 50 hours, on motion by Mrs. Merrill and second by Mr. Chamberlain.

Yes-7 No-0 Motion approved.

Be it resolved, the Board approves BCW Enrichment, Bonnie Whitney, to cover for the CSE chair, Meghan Greiner Barker, at a rate of \$55.00/hour, on motion by Mrs. Merrill and second by Mrs. Washburn.

Yes-7 No-0 Motion approved.

Be it resolved, the Board approves a 0% (zero) percent increase in salaries, for the 2020-2021 school year, for the Wyoming Teachers' Association contract, on motion by Mr. Wetherwax and second by Mr. Chamberlain.

Yes-5 Chamberlain, Merrill, Raines, True, Wetherwax

No-0

Abstain-2 Bush, Washburn

Motion approved.

Be it resolved, the Board approves the resignation of Felicia Dobbins, Math Teacher, with effective date to be determined or 9/1/2020, on motion by Mrs. Merrill and second by Mr. Chamberlain.

Yes-7 No-0 Motion approved.

Be it resolved, the Board approves Amy Camp as a member of CDEP for the 2020-2021 school year, on motion by Mrs. Merrill and second by Mrs. Bush.

Yes-7 No-0 Motion approved.

Be it resolved, the Board approves the extension of the contract with Barbara Bellamy, PT, for summer services for 2020-2021, on motion by Mrs. Washburn and second by Mrs. Bush.

Yes-7 No-0 Motion approved.

Be it resolved, the Board approves to pay Emily Herman, Director of Student Services, a daily rate of \$289.80, her daily rate calculated at 1/200th of her salary, for summer days each consisting of at least six hours, worked from June 17, 2020 through September 2, 2020. The totals days to be paid from June 17, 2020 through September 2, 2020 will not exceed twenty, on motion by Mrs. Raines and second by Mrs. Merrill.

Yes-7 No-0 Motion approved.

CSE/CPSE

Be it resolved, the Board approves the CSE minutes dated July 6, 2020 and CPSE minutes dated June 29, 2020, on motion by Mrs. Raines and second by Mr. Chamberlain.

Yes-7 No-0 Motion approved.

Adjournment

Be it resolved, the Board approves to adjourn the meeting at 7:48 p.m. on motion by Mrs. Washburn and second by Mrs. Merrill.

Yes-7 No-0 Motion approved.

Respectfully submitted,

Nancy Norton
District Clerk