

**BOARD OF EDUCATION - REORGANIZATIONAL MEETING AGENDA  
TOWN OF WEBB UNION FREE SCHOOL DISTRICT  
TUESDAY, JULY 02, 2013  
6:30 PM - HIGH SCHOOL LIBRARY**

MEMBERS PRESENT: Kathy Nahor, George Hildebrant, Sharon Evans, Joseph Phaneuf and Maryellen Denio

ALSO PRESENT: Rex Germer, John Swick, Jennifer Dunn and Diane Kull

OTHERS PRESENT: Daniel Stefanko, Casey Hamlin

CALL TO ORDER: The meeting was called to order at 6:36 p.m. by Diane Kull, District Clerk.

*Administered the Oath of Allegiance for the Elected Board Member, Maryellen Denio*

NOMINATION/VOTE: Kathleen Nahor was nominated as Board of Education President. On a motion  
BOARD PRESIDENT: by J. Phaneuf, seconded by G. Hildebrant, the Board voted to approve the appointment of Kathleen Nahor as Board of Education Vice-President. Vote: Yes - 4 No - 0

NOMINATION/VOTE: Joseph Phaneuf was nominated as Board of Education Vice-President. On a motion  
BOARD VICE-PRESIDENT: by G. Hildebrant, seconded by K. Nahor, the Board voted to approve the appointment of Joseph Phaneuf as Board of Education Vice-President. Vote: Yes - 4 No - 0

*Administered the Oath of Allegiance for President, Kathleen Nahor and Vice-President, Joseph Phaneuf.*

APPOINTMENT: On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded  
District Treasurer by J. Phaneuf, the Board voted to approve the appointment of Jennifer Dunn as District Treasurer for the 2013-2014 school year. Yes: 4 No: 0

APPOINTMENT: On the recommendation of the Superintendent, on a motion by J. Phaneuf, seconded  
Deputy Treasurer by G. Hildebrant, the Board voted to approve the appointment of Jane Tormey as Deputy Treasurer for the 2013-2014 school year. Yes: 4 No: 0

APPOINTMENT: On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded  
District Clerk by M. Denio, the Board voted to approve the appointment of Diane E. Kull as District Clerk for the 2013-2014 school year. Yes: 4 No: 0

APPOINTMENT: On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded  
District Tax Collection by J. Phaneuf, the Board voted to approve the appointment of Community Bank, NA, Old  
Agent - Community Bank Forge as District Tax Collection Agent for the 2013-2014 school year. Yes: 4 No: 0

APPOINTMENT: On the recommendation of the Superintendent, on a motion by M. Denio, seconded by  
St. Elizabeth Medical Center J. Phaneuf, the Board voted to approve the appointment of St. Elizabeth Medical Center  
Medical Services for Medical Services at the rate of \$9,000.00 for the period 7/1/13-6/30/14. Yes: 4 No: 0

APPOINTMENT: On the recommendation of the Superintendent, on a motion by M. Denio, seconded by  
Ferrara, Fiorenza, Larrison, J. Phaneuf, the Board voted to approve the appointment of Ferrara, Fiorenza, Larrison,  
Barrett & Reitz, P.C. Barrett & Reitz, P.C. as Special Special Attorney for Education Matters at the rate of  
Special Attorney/Education \$195/hour for the 2013-2014 school year. Yes: 4 No: 0  
Matters

APPOINTMENT: On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded  
Census Enumerator by J. Phaneuf, the Board voted to approve the appointment of Debra A. Church as Census Enumerator for the 2013-2014 school year. Yes: 4 No: 0

APPOINTMENT: On the recommendation of the Board President, on a motion by G. Hildebrant, seconded  
Purchasing Agent by M. Denio, the Board voted to approve the appointment of Rex Germer,  
Board of Education Superintendent as Purchasing Agent-Board of Education for the 2013-2014 school year. Yes: 4 No: 0

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APPOINTMENT: On the recommendation of the Superintendent, on a motion by J. Phaneuf, seconded by G. Hildebrant, the Board voted to approve the appointment of John Swick, K-12 Building Principal as Assistant Purchasing Agent-Board of Education for the 2013-2014 school year. Yes:4 No: 0  
Assistant Purchasing Agent

APPOINTMENT: On the recommendation of the Superintendent, on a motion by M. Denio, seconded by J. Phaneuf, the Board voted to approve the appointment of Brad Donovan as Central Treasurer Extra Classroom Activity Account at the rate of \$1,009 for the 2013-2014 school year. Yes:4 No: 0  
Central Treasurer Extra Classroom Activity Account

APPOINTMENT: On the recommendation of the Superintendent, on a motion by J. Phaneuf, seconded by M. Denio, the Board voted to approve the appointment of Brad Donovan, Central Treasurer as Signature on Extra Classroom Activity Account Checks for the 2013-2014 school year. Yes: 4 No: 0  
Signature on Extra Classroom Activity Account

APPOINTMENT: On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by J. Phaneuf, the Board voted to approve the appointment of John Swick, K-12 Building Principal as Deputy Treasurer Extra Classroom Activity Account Checks (In absence of Central Treasurer) for the 2013-2014 school year. Yes: 4 No: 0  
Deputy Treasurer Extra Classroom Activity Account

APPOINTMENT: On the recommendation of the Board President, on a motion by J. Phaneuf, seconded by G. Hildebrant, the Board voted to approve the appointment of Rex Germer, Superintendent for Certification of Payrolls for the 2013-2014 school year. Yes: 4 No: 0  
Certification of Payrolls

APPOINTMENT: On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by J. Phaneuf, the Board voted to approve the appointment of John Swick, K-12 Building Principal as Attendance Officer for the 2013-2014 school year. Yes: 4 No: 0  
Attendance Officer

APPOINTMENTS: On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by J. Phaneuf, the Board voted to approve the appointment of the following for the 2013-2014 school year:  
John Swick, K-12 Building Principal - Attendance Officer  
Community Bank, NA; Adirondack Bank - Official Bank Depository  
The Adirondack Express - Designated Newspaper  
AHERA (Asbestos Hazard Emergency Response Act) Designee - Michael Gardner  
Rex Germer, Superintendent - Records Retention and Disposition Officer, Designated Educational Official, Title IX Compliance Officer, ADA Compliance Officer  
Yes: 4 No: 0

APPROVAL: On the recommendation of the Superintendent, on a motion by M. Denio, seconded by J. Phaneuf, the Board voted to approve the appointment Robert Stackel – Stackel & Navarra, CPA as Independent Auditor at the rate of \$9,700 for the 2013-14 school year. Yes: 4 No: 0  
Independent Auditor

APPOINTMENT: On the recommendation of the Superintendent, on a motion by J. Phaneuf, seconded by M. Denio, the Board voted to approve the Regular Monthly Board of Education Meetings be held on the First & Third Tuesday of each month at 6:30 p.m. in the High School Library for the 2013-14 school year. Yes: 4 No: 0  
Independent Auditor

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- ESTABLISH: On the recommendation of the Superintendent, on a motion by J. Phaneuf, seconded by G. Hildebrant, the Board voted to Establish a Petty Cash account- Business Office (\$100.00) Yes: 4 No: 0
- APPROVAL: On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by J. Phaneuf, the Board voted to approve the Bond with Utica Mutual Insurance Co. (Insurance Carrier) for the 2013-2014 school year:  
Bond for District Treasurer (\$1,400,000.00);  
Bond for Deputy Treasurer (\$1,400,000.00);  
Bond for District Tax Collector (\$1,000,000.00);  
Bond for Central Treasurer, Bond for Extra Classroom Funds (\$25,000), and Liability for all employees and Board of Education. Yes: 4 No: 0
- APPROVAL: On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by M. Denio, the Board voted to approve the appointment of Mary Starring, CSE Chair, as Section 504 Compliance Officer for the 2013-14 school year. Yes: 4 No: 0
- APPROVAL: On the recommendation of the Board President, on a motion by G. Hildebrant, seconded by M. Denio, the Board voted to authorize the Superintendent to approve budgetary transfers to \$5,000.00 Yes: 4 No: 0
- APPROVAL: On the recommendation of the Board President, on a motion by G. Hildebrant, seconded by J. Phaneuf, the Board voted to authorize the Superintendent to  
1) approve attendance at conferences, conventions, workshops;  
2) approve field trips, etc.;  
3) approve building use requests;  
4) submit necessary applications for federally aided or specially aided projects or programs; and  
5) approve pre-payments up to \$75,000. Yes: 4 No: 0
- APPROVAL: On the recommendation of the Board President, on a motion by J. Phaneuf, seconded by M. Denio, the Board voted to authorize the Superintendent to approve all policies and code of ethics in effect at end of 2012-2013 school year or until action of the Board changes or deletes such policies or codes.
- APPROVAL: On the recommendation of the Board President, on a motion by M. Denio, seconded by J. Phaneuf, the Board voted to authorize the Superintendent to evaluate, accept, and use Federal, State and Special funds for the development of projects which are intended to improve the district's educational programs. Yes: 4 No: 0
- APPROVAL: On the recommendation of the Board President, on a motion by G. Hildebrant, seconded by M. Denio, the Board voted to authorize the Superintendent to delegate authority to invest school district monies to the District Treasurer in accordance with sections 1604a and 1723a of the Education Law and other pertinent rules and regulations. Yes: 4 No: 0
- APPROVAL: On the recommendation of the Superintendent, on a motion by J. Phaneuf, seconded by M. Denio, the Board voted to authorize the Treasurer to loan from the General Fund to the Cafeteria, Special, Federal Funds only such funds as are necessary to pay current payrolls and warrants until revenues are received for those respective funds. Yes: 4 No: 0

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APPROVAL: On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by M. Denio, the Board voted to authorize the Treasurer to sign checks for disbursement of all funds of the Town of Webb UFSD Board of Education during the 2013-2014 school year.  
Authorize Treasurer Yes: 4 No: 0

APPROVAL: On the recommendation of the Superintendent, on a motion by M. Denio, seconded by G. Hildebrant, the Board voted to approve the Mileage reimbursement rate at the current federal rate.  
Mileage Reimbursement Rate Yes: 4 No: 0

APPROVAL: On the recommendation of the Board President, on a motion by J. Phaneuf, seconded by G. Hildebrant, the Board voted to authorize the Superintendent to approve the St. Lawrence/Lewis Cooperative Purchasing Programs.  
St. Lawrence/Lewis Co-op. Programs Yes: 4 No: 0

APPROVAL: On the recommendation of the Superintendent, on a motion by J. Phaneuf, seconded by M. Denio, the Board voted to authorize the Treasurer to make payments in advance of Board approval the claims for public utility services, postage, freight, express charges (1724 of Education Law), travel accommodations, insurance, void/lost checks, field trips, conferences, and licensing.  
Authorize Treasurer Yes: 4 No: 0

APPROVAL: On the recommendation of the Superintendent, on a motion by J. Phaneuf, seconded by M. Denio, the Board voted to approve the Public Hearing on Tuesday, May 13, 2014 at 7:00 p.m. and the Annual Meeting/Budget Vote on Tuesday, May 22, 2014 from 2:00 - 9:00 p.m.  
Authorize Treasurer Yes: 4 No: 0

POSTPONED: Motion made by J. Phaneuf, seconded by G. Hildebrant, to postpone the appointment of Board Members to the following District Committees until August 13, 2013:

- Liaison
- Course Credit
- Sick Bank
- Safety, Operations, & Maintenance/Transportation
- Jeff-Lewis School Boards Assoc.  
Executive Committee Member
- Jeff-Lewis School Boards Assoc.  
Executive Committee Alt. Member
- Legislative Liaison
- Audit

Yes: 4 No: 0

*S. Evans entered 6:58 pm*

Public Forum: K. Nahor expressed condolences , on behalf of the Board, to Tracey Down on her father's passing and Karen Mitchell on her mother's passing.

PPROVAL: On the recommendation of the Board President, on a motion by G. Hildebrant, seconded by S. Evans, the Board voted to approve the minutes of the June 18, 2013 regular meeting.  
MINUTES 6/18/13 Vote: Yes- 5 No- 0

APPROVAL: On the recommendation Board President, on a motion by G. Hildebrant, seconded by J. Phaneuf, the Board votes to approve warrant and claims:  
WARRANTS & CLAIMS  
- #24 Fund A with 66 checks written for a total of \$59,954.74  
- #21 Fund C with 16 checks written for a total of \$977.15  
- #6 Fund F with 3 checks written for a total of \$20,619.86  
- #25 Fund TA with 28 checks written for a total of \$578,315.45  
Vote: Yes - 5 No -0

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CERTIFICATION:  
2013 GRADUATES

On the recommendation of the Superintendent, on a motion by J. Phaneuf, seconded by S. Evans, resolution noted below as the district's official statement that the students who graduated in June 2013 met the district's graduation requirements.

RESOLVED: That upon the recommendation of the Superintendent, the list of June 2013 graduates from the Town of Webb UFSD be certified as a true and valid listing of those students who meet the district's graduation requirements and received diplomas on June 21, 2013.

|                    |                      |
|--------------------|----------------------|
| Sarah Branch       | Thomas Lindsay       |
| Hallie Christodaro | Nicholas Liszczyński |
| Kathryn Connell    | Madeline Mahoney     |
| Colin Criss        | Alexandria McCumber  |
| Austin Down        | Brandon Olney        |
| Dakota Earl        | Daria Orekhov        |
| Lance Frymire      | Stephen Parent       |
| Danielle Gibbs     | Madeleine Phaneuf    |
| Alexandria Haehl   | Molly Rodriguez      |
| Lauren Holt        | Hanson Schmid        |
| Gregory Hunkins    | Michael Sinclair     |
| Carys Jones        | Andrew Slegaitis     |
| Kerry Kipp         | Westbrook Tickner    |
| Mathew Kratzenberg | Bryan Townsend       |
| Ethan Kress        | Samuel Waterbury     |
| Jason Landl        | Kayla Yuckel         |

Vote: Yes- 5 No- 0

APPOINTMENT:  
TECHNOLOGY  
INTEGRATION  
COORDINATOR

On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by M. Denio, the Board voted to approve the appointment of Rex Germer as the Technology Integration Coordinator for the 2013-2014 school-year at a stipend of \$3,195.

Vote: Yes- 5 No- 0

APPOINTMENT:  
DIGNITY ACT  
COORDINATOR

On the recommendation of the Superintendent, on a motion by S. Evans, seconded by J. Phaneuf, the Board voted to approve the appointment of Kandis Griffin as the Dignity Act Coordinator for the 2013-2014 school-year.

Vote: Yes- 5 No- 0

APPOINTMENT:  
RICHARD KIPP-SUMMER  
CLEANER POSITION

On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by M. Denio, the Board voted to approve the appointment of Richard Kipp as the part-time 20 hours per week (5 days x 4 hours) day summer cleaner at the rate of \$9.00 per hour, effective July 1-September 3, 2013.

Vote: Yes- 5 No- 0

APPROVAL:  
DEPOSITOR OF  
CAFETERIA FUNDS

On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by J. Phaneuf, the Board voted to approve the appointment of Barbara Fetterman and Jane Tormey as depositors of Cafeteria Funds/Deputy Treasurers for the School Lunch Fund for the 2013-2014 school year.

Vote: Yes- 5 No- 0

APPROVAL:  
FREE/REDUCED PRICE  
MEALS/MILK

On the recommendation of the Superintendent, on a motion by S. Evans, seconded by M. Denio, the Board voted to approve the Eligibility Guidelines for Free/Reduced Price Meals/Milk and other requirements listed in the June 2013 Memorandum from the Bureau of School Food Management.

Vote: Yes- 5 No- 0

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APPROVAL:  
FREE/REDUCED PRICE  
2013-2014 SCHOOL LUNCH  
PRICES

On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by S. Evans, the Board votes to approve the 2013-2014 School Lunch Prices:

| <b>Breakfast:</b> | <b>Students</b>                         |
|-------------------|---|
| K-5               | \$1.25 2 <sup>nd</sup> Breakfast \$2.00 |
| 6-12              | \$1.50 2 <sup>nd</sup> Breakfast \$2.00 |

**Adult – à la carte prices + taxes**

|                      |                                 |
|----------------------|---------------------------------|
| Daily main           | \$2.00 + tax                    |
| Muffins              | \$0.75 + tax                    |
| Honey bun/sweet roll | \$1.00 + tax                    |
| Cereal & milk        | \$1.00 + tax                    |
| Fruit                | \$0.75 + tax                    |
| Bagel                | \$1.50 (cream cheese 50¢) + tax |

**Lunch: Students**

|             |   |
|-------------|---|
| K-3         | \$1.80 2 <sup>nd</sup> meal \$2.50 – main only \$1.50 |
| grades 4-5  | \$1.90 2 <sup>nd</sup> meal \$3.00 – main only \$2.00 |
| grades 6-8  | \$2.15 2 <sup>nd</sup> meal \$3.00 – main only \$2.00 |
| grades 9-12 | \$2.20 2 <sup>nd</sup> meal \$3.00 – main only \$2.00 |

**à la carte student prices**

|  |        |
|--|--------|
| Milk                                       | \$0.50 |
| Juice                                      | \$0.50 |
| Ice Cream                                  | \$0.75 |
| Vending-food                               | \$0.75 |
| Vending-drinks - Vitamin Water or Powerade | \$1.25 |
| Ice Tea or Water                           | \$1.50 |

**Adult Meals-à la carte prices + taxes**

|  |                     |
|--|---------------------|
| Daily main                               | \$3.00 + tax        |
| Except Peanut Butter Sandwich or hot dog | - \$2.00 - plus tax |
| Protein topping (cheese)                 | \$1.00 - plus tax   |
| All side dishes                          | - \$1.00 + tax      |
| Soup – small                             | \$1.50 - plus tax   |
| -large                                   | \$2.50 - plus tax   |

Vote: Yes- 5 No- 0

APPOINTMENT:  
MEMBERS OF DISTRICT  
COMMITTEE ON SPECIAL  
EDUCATION, 2013-2014

On the recommendation of the Superintendent, on a motion by S. Evans, seconded by M. Denio, the Board voted to approve the members of the District Committee on Special Education for 2013-2014:

- Mary Starring School Psychologist/Chairperson/Local Education Agency Representative
- Kandis Griffin Local education agency representative
- Patricia Harwood or Littlepage Hannah and/or Related Service Provider
- General Education Teacher
- Parent Representative \* -Loretta Gaffney, Janet Glasser and Sean Rice

\* A Parent Representative if specifically requested in writing 72 hours prior to the meeting by the parent of the student or by a member of the school.

Medical Services if specifically requested in writing 72 hours prior to the meeting by the parent of the student or by a member of the school

Child’s regular education teacher

Related services teacher or other person with special knowledge of student, as needed.

The student with a disability, whenever appropriate

Child’s parent (parental relationship)

Other persons having knowledge or special expertise regarding the student

Vote: Yes- 5 No- 0

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APPOINTMENT:  
MEMBERS OF DISTRICT  
SUBCOMMITTEE ON  
SPECIAL COMMITTEE  
EDUCATION, 2013-2014

On the recommendation of the Superintendent, on a motion by J. Phaneuf, seconded by M. Denio, the Board voted to approve the members of the District Sub-Committee on Special Education for 2013-2014:

- Mary Starring                      School Psychologist/Chairperson/Local Education Agency Representative
- Kandis Griffin                      Local education agency representative
- Patricia Harwood or Littlepage Hannah and/or Related Service Provider
- Student’s regular education teacher if in regular education
- Child’s parent
- Related services teacher or other person with special knowledge of student, as needed.
- Student with a disability, whenever appropriate
- Other persons having knowledge or special expertise regarding the student

Vote: Yes- 5    No- 0

APPOINTMENT:  
2013-2014 CPSE MEMBERS

On the recommendation of the Superintendent, on a motion by S. Evans, seconded by J. Phaneuf, the Board voted to approve the members of the District Committee on Preschool Special Education in accordance with Chapter 243 of the Laws of 1989:

- Mary Starring                      School Psychologist/Chairperson/Local Education Agency Representative
- Kandis Griffin                      Local education agency representative
- Patricia Harwood or Littlepage Hannah and/or Related Service Provider
- Parent Members –                      Loretta Gaffney, Janet Glasser and Sean Rice
- Representative of municipality of child’s residence
- Representative of Department of Health’s Early Intervention Program for child in transition from early intervention to preschool
- Professional involved in evaluation or appropriate professional employed by school district.
- Child’s parent
- Regular education teacher of the child
- Special educator/special education provider of child
- Other persons having knowledge or special expertise regarding the student.

Vote: Yes- 5    No- 0

APPOINTMENT:  
SURROGATE PARENT

On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by M. Denio the Board voted to approve the Surrogate Parent-Committee on Special Education for 2013-2014: Susan Beck

Vote: Yes- 5    No- 0

APPOINTMENT:  
SUMMER REGENTS  
PROCTORS

On the recommendation of the Superintendent, on a motion by J. Phaneuf, seconded by M. Denio, the Board votes to approve the following as August Regents Proctors at the rate of \$35.00 per clock hour, for review session, proctoring and correcting of exam as per TOWTA Contract:

- Susan Smith                      Danielle Harmer
- Mark Johnston                      Jed Kinney
- Tim Leach                      Mike Cunningham
- Brad Donovan                      Pat Harwood
- Andrew Huntress

Vote: Yes- 5    No- 0

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APPROVAL:  
APPOINTMENT  
SUBSTITUTES 2013-2014

On the recommendation of the Superintendent, on a motion by S. Evans, seconded by M. Denio, the Board voted to approve the following list of substitute teachers, teacher aides, nurses, bus drivers, custodian/cleaners, and cafeteria workers for 2013-2014:

| <u>Teacher/Teacher Aide</u> | <u>Teacher Rate/Aide Rate</u> |
|-----------------------------|-------------------------------|
| Barbara Borwick             | \$80 day/9.75 hour            |
| Wende Carr                  | \$80 day/9.75 hour            |
| Gregory Fitts               | \$80 day/9.75 hour            |
| Rosemary Fitts              | \$80 day/9.75 hour            |
| Cheryl Fletcher             | \$80 day/9.75 hour            |
| Allison Frey                | \$70 day/9.75 hour            |
| Judith Foley                | \$80 day/9.75 hour            |
| Chelsea Hanford             | \$70 day/9.75 hour            |
| Ashley Heroux               | \$65 day/9.75 hour            |
| Travis Kiefer               | \$70 day/9.75 hour            |
| Deborah Langworthy          | \$80 day/9.75 hour            |
| Ronald Leszyk               | \$80 day/9.75 hour            |
| Margaret Lind               | \$80 day/9.75 hour            |
| Paul Litwalk                | \$80 day/9.75 hour            |
| Amanda Miller               | \$70 day/9.75 hour            |
| Elizabeth Noonan            | \$80 day/9.75 hour            |
| Jack Paul                   | \$80 day/9.75 hour            |
| Janine Phaneuf              | \$70 day/9.75 hour            |
| Katie Ritz                  | \$70 day/9.75 hour            |
| Paula Roy                   | \$70 day/9.75 hour            |
| Anne Rundell                | \$70 day/9.75 hour            |
| Philip Sanzone              | \$80 day/9.75 hour            |
| Lourdes Smith               | \$70 day/9.75 hour            |
| Mackenzie Smith             | \$65 day/9.75 hour            |
| James Tracy                 | \$80 day/9.75 hour            |
| Cathy Trevett               | \$80 day/9.75 hour            |
| Jean Van Valkenburg         | \$80 day/9.75 hour            |
| Amanda Williams             | \$70 day/9.75 hour            |

| <u>Teacher Aide</u> | <u>Rate of Pay</u> |
|---------------------|--------------------|
| Katie Smith         | 9.75 hour          |
| Diane Tigie         | 9.75 hour          |
| <u>Nurse</u>        | <u>Rate of Pay</u> |
| Kelly Boulier       | \$70 day           |

| <u>Bus Driver</u> | <u>Rate of Pay</u> |
|-------------------|--------------------|
| Donald Farmer     | \$12.90/hour       |
| Lisa Hanford      | \$12.90/hour       |
| Ronald Leszyk     | \$12.90/hour       |
| Carol Mitchell    | \$12.90/hour       |
| Daniel Murdock    | \$12.90/hour       |
| Beverly Rundell   | \$12.90/hour       |
| Carol Schmid      | \$12.90/hour       |
| Edgar Weidman     | \$12.90/hour       |

| <u>Custodian/Cleaner</u> | <u>Rate of Pay</u> |
|--------------------------|--------------------|
| Ricky Kipp               | \$9.00/hour        |
| Diane Tigie              | \$9.00/hour        |
| J. Michael Tigie         | \$9.00/hour        |

| <u>Cafeteria Worker</u> | <u>Rate of Pay</u> |
|-------------------------|--------------------|
| Diane Tigie             | \$9.00/hour        |
| Barbara Borwick         | \$9.00/hour        |

Vote: Yes- 5 No- 0



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APPOINTMENT:  
INSTRUMENTAL MUSIC  
TEACHER –EMILY STUART

On the recommendation of the Superintendent, on a motion by J. Phaneuf, seconded by M. Denio, the Board voted to approve the probationary appointment of the following:

- (a) Name of appointee: Emily Stuart
- (b) Tenure area: Instrumental Music Teacher
- (c) Date of commencement of probationary service: 9/1/13
- (d) Expiration date of the appointment: 8/31/16
- (e) Certification status: Provisional- Music (all grades)
- (f) Compensation and benefits in accordance with step BA/B+36 \$42,159 of the Instructional Staff Pay Schedule 2013-2014.

Vote: Yes- 5 No- 0

DECLARE SURPLUS:

On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by M. Denio, the Board voted to approve and declare surplus

- Eutectic Dynarc Arc Welder, minimum bid \$150
- 4- Wenger Gypsum Choral Shells, minimum bid \$20/each
- Black and Decker Valve Re-facer, minimum bid \$150
- Sharp Mini Component System – 00230913
- Califone Cassette Player – BH520173
- Califone Cassette Player – ED111522
- Buhl Overhead Projector – 205419196
- Eiki Overhead Projector – 2093090
- Califone Music Maker – ED11409
- Elmo Overhead - 123814
- 1998 Chevrolet 3500 Pickup truck – 1GCHK34RSWE2444925, minimum bid \$750.
- Misc. exhaust parts – minimum bid \$50/bin
- Misc. bus parts – minimum bid \$50/bin
- 4-Cooper all season tires - \$25/each

Vote: Yes- 5 No- 0

APPROVAL:  
PICKUP TRUCK  
PURCHASE

On the recommendation of the Superintendent, on a motion by S. Evans, seconded by J. Phaneuf, the Board voted to accept the bid from Sun Chevrolet, Inc., 104 West Genesee St., Chittenango, NY 13037, for the 2014 GMC/Chevrolet 2500HD regular cab, long box WT 4WD in the amount - truck \$25,980 & plow \$4,310 for a total \$30,290.

Vote: Yes- 5 No- 0

APPROVAL:  
STANDARD WORK DAY  
RESOLUTION

On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by J. Phaneuf, the Board voted to approve the following resolution:

BE IT RESOLVED, that the Town of Webb UFSD/location code 72101 hereby established the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials to the clerk of this body:

| Title                      | Name Standard | Work Day<br>(Hours/day) | Term<br>Begins/Ends | Participates in<br>Employer's<br>Time Keeping<br>System (y/n) | Days/Month<br>(based on<br>Record of<br>Activities) |
|----------------------------|---------------|-------------------------|---------------------|---|---|
| <u>Appointed Officials</u> |               |                         |                     |   |   |
| District Treasurer         | Jennifer Dunn | 8                       | 7/1/13-6/30/14      | Y   | 20  |
| District Clerk             | Diane Kull    | 8                       | 7/1/13-6/30/14      | Y   | 20  |

Vote: Yes- 5 No- 0

APPROVAL:  
ADMINISTRATIVE REG.  
5325 – SCHOOL SAFETY  
OFFICER

On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by J. Phaneuf, the Board voted to approve the Administrative Regulation: 5325 – School Safety Officer

Vote: Yes- 5 No- 0

**BOARD OF EDUCATION MINUTES – 7/2/13**

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APPROVAL:  
MEMORANDUM OF  
UNDERSTANDING

On the recommendation of the Superintendent, on a motion by J. Phaneuf, seconded by S. Evans, the Board voted to approve the 2013- 2014 Memorandum of Understanding for Andrew Kalil who is not covered by a collective bargaining agreement.

Vote: Yes- 5 No- 0

APPROVAL:  
PHOTOCOPIER BID  
5YEARS 8/1/13-7/30/18

On the recommendation of the Superintendent, on a motion by S. Evans, seconded by M. Denio, the Board voted to accept the photocopier bid from Usherwood Technology, for the 5 years (60 months) lease and maintenance of 3 copiers for the monthly cost \$844.27 effective 8/1/13.

Vote: Yes- 5 No- 0

APPROVAL:  
SUMMER MUSIC  
PROGRAM

On the recommendation of Superintendent, on a motion by G. Hildebrant, seconded by J. Phaneuf, the Board voted to approve the elementary summer instrumental music program for a maximum of twelve (12) days, seven and one-quarter (7 ¼) hours per day during July/August 2013, at the rate of 1/200<sup>th</sup> of the Instructional Staff Pay Schedule 2013-2014.

Vote: Yes -5 No – 0

APPOINTMENT:  
ELEMENTARY SUMMER  
MUSIC PROGRAM INSTR.

On the recommendation of the Superintendent, on a motion by J. Phaneuf, seconded by G. Hildebrant, the Board voted to appint Emily Stuart as 2013 Elementary Summer Music Program Instructor.

Vote: Yes - 5 No – 0

APPROVAL:  
SURPLUS BUS BID  
#50 2007 Bluebird GMC

On the recommendation of the Superintendent, on a motion by G. Hildebrant, seconded by S. Evans, the Board voted to accept the bid from Daniel Murdock for the surplus 2007 Bluebird GMC Micro Bird 28 passenger bus, bid \$11,500.00

Vote: Yes – 5 No – 0

PRINCIPAL'S REPORT:

- I would like to remind everyone of the reading challenge for grades K-5 this summer from the Webb Way. Every student who reads 3 books can turn in a certificate to the main office to receive a coupon for an ice cream cone at *A Sweet Car Named Desire*.
- I would like to invite everyone in the community to our graduation ceremony for the Class of 2013 on Friday night at 7pm.
- The Finals/Regents/SLO testing has gone very smoothly with the cooperation of teachers/staff proctoring and scoring.
- Thank you:
  - Everyone on the scheduling committee who helped to design an effective Finals/Regents week schedule.
  - Enchanted Forest Water Safari for hosting our field trip on Monday for grades K-5. Thank you to teachers/staff for chaperoning this field trip.
  - Mrs. Amos for chaperoning a field trip for Jr. Key Club on Tuesday, 6/18 to Water Safari.
  - The faculty who had to travel this year for scoring in Adirondack, Glenfield, or Lowville.
  - Adirondack High School for helping us to grade our Regents exams this year due to the new APPR guidelines.
  - Kandis Griffin for hosting our 5<sup>th</sup> grade orientation night for parents. We look forward to our 5<sup>th</sup> graders moving up to join the students in grades 6-12.
  - Everyone in the building for cooperating and taking part in our fire drills at the end of the year.
  - Everyone who applied for the Instrumental Music Position that was posted. We had over 90 candidates and we conducted interviews all day today during the first round.
  - Mallory Sullivan for her successful teaching at the TOW!
- I want to wish all of our students and 10 month employees a safe and enjoyable summer!
- It is with great appreciation that we wish our Kindergarten teacher, Mrs. Borwick the best in her retirement. We hope she enjoys time with family and friends!

**SUPERINTENDENT’S REPORT:**

- The Tech Committee decided that it was important to move forward with our projects. We currently have on order enough laptops to outfit the 9-12 with portable devices for their daily use. The remaining monies in our REAP Grant are being used to fund this. Focus has ultimately turned from replacing lab machines and desktops to supporting this initiative with the current monies available.
- The Tech Committee is also going to announce the choice of an online learning platform that will be used by teachers to create a learning environment for some classes that will mimic what they will find in their studies beyond high school. This platform will be universally used as teachers move into this format but will not be mandated for all classes at this point. As with anything there is a learning curve for all new technology and initiatives and professional development will be necessary to have this be a success in the future.
- As part of our summer activities we will be having an outside agency come in for auditing/inventory control. As such we have asked all personnel to make sure all electronic items are returned for inventory and maintenance this year. All instruments have also been asked to be brought in for these purposes.
- Weekly guidance regarding Teacher and Principal APPR is continuing. The process still seems to be somewhat fluid with many questions still being asked and concerns raised. John will be meeting for year-end discussions to share with teachers what we currently have for the portion of the scores we are in full control of.
- Graduation is on Friday at 7PM. We extend an invitation to all Board members and community members as it is truly the work of the community that supports the school and students allowing us to say that our class of 2013 consist of 100% graduating, 81.25% pursuing higher education, 12.5% moving onto employment and 6.25% enlisting in the military. Congratulations to the class of 2013.
- We owe Patty Josephson a very large thank you for 10 years of dedicated volunteer service to the students and staff at the Town of Webb UFSD. Your efforts on behalf of our youth are greatly appreciated and your years of experience will be missed by the board and the administration. **THANK YOU!**

**BOARD CONCERNS:**

Discussed the graduation program regarding the fans and ventilation of the gym, seating, length of program and possible means to make it flow more efficiently.

K. Nahor acknowledged receipt of the conference report submitted by Kandis Griffin, K-12 School Counselor, summarizing her attendance at the 2013 NYSACAC Conference at Canisius College.

**CLERK PRO TEMP:**

Motion made by G. Hildebrant, seconded by J. Phaneuf, to appoint Rex Germer as Clerk Pro Temp.

Vote: Yes - 5 No – 0

**EXECUTIVE SESSION:**

Motion made by G. Hildebrant, seconded by J. Phaneuf, to enter into executive session at 8:14 p.m. to discuss grievance related to the current TOWTA contract, litigation related to a former superintendent, discussion related to 5 particular teachers and an administrator.

Vote: Yes - 5 No – 0

A grievance related to the current TOWTA contract, litigation related to a former superintendent, discussion related to 5 particular teachers and an administrator were discussed; no action was taken.

**RETURN TO REGULAR SESSION**

Motion made by G. Hildebrant, seconded by J. Phaneuf, to return to regular session at 8:58 p.m.

Vote: Yes - 5 No – 0

**ADJOURNMENT:**

Motion made by G. Hildebrant, seconded by J. Phaneuf, to adjourn the meeting at 8:59 p.m.

Vote: Yes - 5 No – 0

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Clerk Pro Temp

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District Clerk