

*Unofficial Minutes of the Board of Education*

Date: **Wednesday, June 21, 2017 Regular Meeting**

Place: HS Library

Board Members Present: James Zimar, Richard Drain, Dennis Carlson, Kevin Bennett,  
Lynda Lowin

Also present: Kyle Bower, Superintendent of Schools, Nancy Clark, District Clerk, Tad Rounds,  
High School Principal, Ed Trevett, Jim Derr, Tom Jackson, Jeff Martello, Carrie & Eric Crane,  
Deb Bowers, Barb Fries, Jan & Terry Harrington, Chris Helvie, Andrew Hill

**I. Call to Order and Approve Agenda**

President Zimar called the meeting to order at 5:11pm  
He asked if there were additions /changes to the agenda.

There were:

**X. New Business**

Add:

23. Approve agreement between Hammondsport Central School and the University of Rochester School of Medicine and Dentistry for Special Education student services for the 2017-2018 school year Vote

**XI. Personnel**

Add:

**B. Resignations/Retirements/Leaves**

2. Joshua Sobilo, resignation as elementary teacher, effective July 1, 2017

On motion by James Zimar, seconded by Kevin Bennett:  
RESOLVED: That the agenda for this meeting be approved.

APPROVE  
AGENDA  
Unanimously approved

## **II. Executive Session**

On motion by James Zimar, seconded Lynda Lowin:

RESOLVED: That the Board of Education of Hammondspport Central school hereby enters into this Executive Session for the purpose of discussing proposed, pending, or current litigation and collective negotiations pursuant to Article 14 of the Civil Service Law.

In: 5:12pm

Out: 6:25pm

## **III. Welcome Visitors and Guests**

1. Carrie & Eric Crane addressed the Board relative to the acceptance of out-of-district students into the UPK program
2. Jim Derr addressed the Board, encouraging the Board to look at programs that will build our community/growth of the community/programs for kids as it looks/develops long-term plans.

## **IV. Student/Staff Recognition**

1. Recognition of Retirees: Deb Bowers, HS Secretary  
Barb Fries, PE Teacher  
Jan Harrington, TA  
Chris Helvie, TA

The Board took a short recess at 6:35pm to celebrate the retirees and reconvened at 6:51pm.

## **V. Correspondence**

1. Thank you notes from HATA and Jen Kuhl-Peterson and Kate Miller for staff recognition treats
2. HCS National Honor Society thank you for supporting NHS
3. Chris Hand, Use of Facilities request

**VI. Approve Minutes** of the Regular Meeting of May 9, 2017, Budget and Trustee Vote of May 16, 2017 and Special Meeting of May 30, 2017

**APPROVE MINUTES**

Approved

On motion by James Zimar, seconded by Richard Drain:

RESOLVED: That the Board of Education of Hammondspport Central School District approves the minutes of the Regular Meeting of May 9, 2017, Budget and Trustee Vote of May 16, 2017 and Special Meeting of May 30, 2017

## **VII. Reports**

1. Mr. Rounds reported on the changes to the 2017-2018 school day schedule, the NYS requirements for Family & Consumer Science schedule, the 2017 Summer Enrichment program and the process for replacement of the open PE position.
2. Mr. Bower discussed the scheduling process, the status of the summer Learning program – there are 39 students K-4 signed up; Summer Rec. program at the school is also set; NYS changed the ELS/Math testing from 3 days to 2 days, and provided the Bd. with July/August schedules of staff trainings and workshops

## **VIII. Financial Items**

1. Treasurer's Report for May 2017

On motion by James Zimar, seconded by Kevin Bennett:

RESOLVED: That the Board of Education of Hammondspport

ACCEPT  
TREASURER'S  
REPORTS

Unanimously approved

2. Trustees reviewed the Budget Status Report for May
3. Trustees reviewed the Warrant Report for May
4. Cafeteria Report for May
5. Trustees reviewed the Extracurricular Report for May

## **IX. Old Business**

1. Approve final reading of Policy #5661 Wellness

On motion Richard Drain, seconded by Dennis Carlson;

RESOLVED: That the Board of Education of Hammondspport Central School hereby approves the final reading of Policy #5661 Wellness

APPROVE FINAL  
READING OF  
POLICY #5661  
WELLNESS

Unanimously approved

2. Approve second reading of Policy #7517 Head Lice

On motion Dennis Carlson, seconded by Richard Drain;

RESOLVED: That the Board of Education of Hammondspport Central School hereby approves the second reading of Policy #7517 Head Lice

APPROVE SECOND  
READING OF  
POLICY #7517 HEAD  
LICE

Unanimously approved

**X. New Business**

1. Approve District Code of Conduct for 2017-2018

APPROVE DISTRICT CODE  
OF CONDUCT FOR 2017-  
2018

On motion Kevin Bennett, seconded by Richard Drain;

RESOLVED: That the Board of Education of Hammondspport Central School approves the District Code of Conduct

Unanimously Approved

2. Approve District SAVE Plan for 2017-2018

APPROVE DISTRICT SAVE  
PLAN FOR 2017-2018

On motion Lynda Lowin, seconded by Kevin Bennett;

RESOLVED: That the Board of Education of Hammondspport Central School approves the District SAVE Plan

Unanimously Approved

3. Approve 2017-2020 Employment Agreement with Nancy Clark, District Clerk

APPROVE 2017-2020  
EMPLOYMENT  
AGREEMENT WITH  
NANCY CLARK, DISTRICT  
CLERK

On motion Richard Drain, seconded by Dennis Carlson;

RESOLVED: That the Board of Education of Hammondspport Central School hereby approves the 2017-2020 Employment Agreement with Nancy Clark, District Clerk

Unanimously Approved

4. Approve 2017-2020 Employment Agreement with Bill R. Fries, Transportation Supervisor

2017-2020 EMPLOYMENT  
AGREEMENT WITH BILL R.  
FRIES, TRANSPORTATION  
SUPERVISOR

On motion Dennis Carlson, seconded by Kevin Bennett;

RESOLVED: That the Board of Education of Hammondspport Central School hereby approves the 2017-2020 Employment Agreement with Bill R. Fries, Transportation Supervisor

Unanimously Approved

5. Approve 2017-2020 Employment Agreement with Don Gardiner, Maintenance Supervisor

APPROVE 2017-2020  
EMPLOYMENT  
AGREEMENT WITH DON  
GARDINER,  
MAINTENANCE  
SUPERVISOR

On motion Richard Drain, seconded by Kevin Bennett;

RESOLVED: That the Board of Education of Hammondspport Central School hereby approves the 2017-2020 Employment Agreement with Don Gardiner, Maintenance Supervisor

Unanimously Approved

6. Approve 2017-2020 Employment Agreement with Theresa Stopka, Sr. Account Clerk

On motion Kevin Bennett, seconded by Lynda Lowin;

RESOLVED: That the Board of Education of Hammondspport Central School hereby approves the 2017-2020 Employment Agreement with Theresa Stopka, Sr. Account Clerk

APPROVE 2017-2020  
EMPLOYMENT  
AGREEMENT WITH  
THERESA STOPKA, SR.  
ACCOUNT CLERK

Unanimously Approved

7. Approve 2017-2018 Employment Agreement with Vickie Tracy, Account Clerk

On motion Lynda Lowin, seconded by Richard Drain;

RESOLVED: That the Board of Education of Hammondspport Central School hereby approves the 2017-2018 Employment Agreement with Vickie Tracy, Account Clerk

APPROVE 2017-2018  
EMPLOYMENT  
AGREEMENT WITH VICKIE  
TRACY, ACCOUNT CLERK

Unanimously Approved

8. Approve Amendment to Employment Agreement with Kyle C. Bower extending the term of the agreement by one additional year, to June 14, 2022

On motion Lynda Lowin, seconded by Kevin Bennett;

RESOLVED: That the Board of Education of Hammondspport Central School hereby approves the Amendment to Employment Agreement with Kyle C. Bower extending the term of the agreement by one additional year, to June 14, 2022

APPROVE AMENDMENT  
TO EMPLOYMENT  
AGREEMENT WITH  
KYLE C. BOWER  
EXTENDING THE TERM OF  
THE AGREEMENT BY ONE  
ADDITIONAL YEAR, TO  
JUNE 14, 2022

Unanimously Approved

9. Ratify the 3-year agreement between Hammondspport Central School and Hammondspport Educational Support Personnel Association

On motion Kevin Bennett, seconded by Richard Drain;

RESOLVED: That the Board of Education of Hammondspport Central School hereby ratifies the 3-year agreement between Hammondspport Central School and Hammondspport Educational Support Personnel Association

RATIFY 3-YEAR  
AGREEMENT BETWEEN  
HAMMONDSPORT  
CENTRAL SCHOOL AND  
HAMMONDSPORT  
EDUCATIONAL SUPPORT  
PERSONNEL  
ASSOCIATION

Unanimously Approved

10. Approve agreement between Hammondspport Central School and Catholic Charities for Contracted Services, effective 9/1/17-6/30/18

On motion Dennis Carlson, seconded by Kevin Bennett;

RESOLVED: That the Board of Education of Hammondspport Central School hereby approves the agreement between Hammondspport Central School and Catholic Charities for Contracted Services, effective 9/1/17-6/30/18

APPROVE AGREEMENT  
BETWEEN  
HAMMONDSPORT  
CENTRAL SCHOOL AND  
CATHOLIC CHARITIES FOR  
CONTRACTED SERVICES,  
EFFECTIVE 9/1/17-6/30/18

Unanimously Approved

11. Approve 2017-2018 Billing for Transportation Usage for outside organizations

On motion Dennis Carlson, seconded by Kevin Bennett;

RESOLVED: That the Board of Education of Hammondspport Central School hereby approves the 2017-2018 Billing for Transportation Usage for outside organizations

APPROVE 2017-2018  
BILLING FOR  
TRANSPORTATION USAGE  
FOR OUTSIDE  
ORGANIZATIONS

Unanimously Approved

12. Approve 2017 Summer Transportation for Town of Urbana Summer Recreation Program

On motion Richard Drain, seconded by Kevin Bennett;

RESOLVED: That the Board of Education of Hammondspport Central School hereby approves the 2017 Summer Transportation for Town of Urbana Summer Recreation Program

APPROVE 2017 SUMMER  
TRANSPORTATION FOR  
TOWN OF URBANA  
SUMMER RECREATION  
PROGRAM

Unanimously Approved

13. Approve Agreement with OMNI Financial Group, Inc. to be appointed as Third Party Administrator of the District's 403(b) and 457 (b) retirement plan effective 7/1/2017

On motion Dennis Carlson, seconded by Kevin Bennett;

RESOLVED: That the Board of Education of Hammondspport Central School hereby approves the Approve Agreement with OMNI Financial Group, Inc. to be appointed as Third Party Administrator of the District's 403(b) and 457 (b) retirement plan effective 7/1/2017

APPROVE AGREEMENT  
WITH OMNI FINANCIAL  
GROUP, INC. TO BE  
APPOINTED AS THIRD  
PARTY ADMINISTRATOR  
OF THE DISTRICT'S 403(B)  
AND 457 (B) RETIREMENT  
PLAN EFFECTIVE  
7/1/2017

Unanimously Approved

14. Approve creation of the John Jensen Memorial Scholarship

APPROVE CREATION OF THE JOHN JENSEN MEMORIAL SCHOLARSHIP

On motion Richard Drain, seconded by Kevin Bennett;

Unanimously Approved

RESOLVED: That the Board of Education of Hammondspport Central School hereby approves the creation of the John Jensen Memorial Scholarship

15. Approve volleyball clinic for grades 4-6 effective June 1<sup>st</sup> – July 20<sup>th</sup>

APPROVE VOLLEYBALL CLINIC FOR GRADES 4-6 EFFECTIVE JUNE 1<sup>ST</sup> – JULY 20<sup>TH</sup>

On motion Kevin Bennett, seconded by Lynda Lowin;

Unanimously Approved

RESOLVED: That the Board of Education of Hammondspport Central School hereby approves the volleyball clinic for grades 4-6 effective June 1<sup>st</sup>– July 20<sup>th</sup>

16. Approve the combining of teams for volleyball and cross country with Prattsburgh CSD for the 2017 fall season

APPROVE THE COMBINING OF TEAMS FOR VOLLEYBALL AND CROSS COUNTRY WITH PRATTSBURGH CSD FOR THE 2017 FALL SEASON

On motion Kevin Bennett, seconded by Dennis Carlson;

Unanimously Approved

RESOLVED: That the Board of Education of Hammondspport Central School hereby approves the combining of teams for volleyball and cross country with Prattsburgh CSD for the 2017 fall season

17. Approve change order #GC-01, 2017 for the 2017 Capital Outlay project in the amount of \$1,549

APPROVE CHANGE ORDER #GC-01, 2017 FOR THE 2017 CAPITAL OUTLAY PROJECT IN THE AMOUNT OF \$1,549

On motion Lynda Lowin, seconded by Kevin Bennett;

Unanimously Approved

RESOLVED: That the Board of Education of Hammondspport Central School hereby approves the change order #GC-01, 2017 for the 2017 Capital Outlay project in the amount of \$1,549

18. Approve Jennifer Wells as Independent Occupational Therapy Service Provider

APPROVE JENNIFER WELLS AS INDEPENDENT OCCUPATIONAL THERAPY SERVICE PROVIDER

On motion Lynda Lowin, seconded by Dennis Carlson;

Unanimously Approved

RESOLVED: That the Board of Education of Hammondspport Central School hereby approves Jennifer Wells as Independent Occupational Therapy Service Provider

19. Declare surplus bus #118, VIN 4UZABRDJ00CZ84939 for the purposes of sale

DECLARE SURPLUS BUS #118, VIN 4UZABRDJ00CZ84

On motion Lynda Lowin, seconded by Richard Drain;

Unanimously Approved

RESOLVED: That the Board of Education of Hammondsport Central School hereby declares surplus bus #118, VIN 4UZABRDJ00CZ84939 for the purposes of sale

20. Approve resolution for the transfer of an amount, not to exceed \$800,000 from current, and projected, unreserved, unappropriated, general fund balance to the 2014 Reserve for Capital Building Projects

APPROVE RESOLUTION FOR THE TRANSFER OF AN AMOUNT, NOT TO EXCEED \$800,000 FROM CURRENT, AND PROJECTED, UNRESERVED, UNAPPROPRIATED, GENERAL FUND BALANCE TO THE 2014 RESERVE FOR CAPITAL BUILDING PROJECTS

On motion James Zimar, seconded by Kevin Bennett;

RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the resolution for the transfer of an amount, not to exceed \$800,000 from current, and projected, unreserved, unappropriated, general fund balance to the 2014 Reserve for Capital Building Projects

Unanimously Approved

21. Approve Class of 2018 Senior Trip to Cleveland, Ohio October 6-8, 2017

APPROVE CLASS OF 2018 SENIOR TRIP TO CLEVELAND, OHIO OCTOBER 6-8, 2017

On motion Kevin Bennett, seconded by Lynda Lowin;

Unanimously Approved

RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the Class of 2018 Senior Trip to Cleveland, Ohio October 6-8, 2017

22. Approve second reading of District Meal Charging Guidelines

APPROVE SECOND READING OF DISTRICT MEAL CHARGING GUIDELINES

On motion Lynda Lowin, seconded by James Zimar;

Unanimously Approved

RESOLVED: That the Board of Education of Hammondsport Central School hereby approves the second reading of District Meal Charging Guidelines



23. Approve agreement between Hammondsport Central School and the University of Rochester School of Medicine and Dentistry for Special Education student services for the 2017-2018 school year

APPROVE AGREEMENT  
BETWEEN  
HAMMONDSPORT  
CENTRAL SCHOOL AND  
THE UNIVERSITY OF  
ROCHESTER SCHOOL OF  
MEDICINE AND  
DENTISTRY FOR  
SPECIAL EDUCATION  
STUDENT SERVICES FOR  
THE 2017-2018 SCHOOL  
YEAR

On motion Kevin Bennett, seconded by Lynda Lowin;

RESOLVED: That the Board of Education of Hammondsport Central School hereby agreement between Hammondsport Central School and the University of Rochester School of Medicine and Dentistry for Special Education student services for the 2017-2018 school year

Unanimously Approved

## **XI. Personnel Report**

PERSONNEL REPORT  
Unanimously Approved

### **A. Abolish Positions**

None

### **B. Resignations/Retirements/Leaves**

1. Vickie Tracy, resignation from the position of account clerk for purposes of retirement effective June 30, 2018
2. Joshua Sobilo, resignation as elementary teacher, effective July 1, 2017

### **C. Appointments**

1. Sheri Frail, temporary summer cook/manager at the rate of \$21.00 per hour, effective July 5, 2017 through August 31, 2017.
2. Diane Morlan, temporary food service worker at the rate of \$18.02, effective July 5, 2017 through August 31, 2017.
3. Kim Miller, temporary food service worker at the rate of \$14.41, effective July 5, 2017 through August 31, 2017.
4. Amend Richard Hurley's long term substitute position date from April 18, 2017 to April 6, 2017
5. Ian Walruth, tutor, retroactive to May 15, 2017
6. Julianna Philipson, long-term substitute in the area of science 7-12 for the 2017-2018 school year pending approval of a request for a Leave of Absence for Mrs. Kim Voss for the 2017-2018 school year
7. Barb Fries, certified substitute teacher I grades PK-12 for the 2017-2018 school year, effective 7/1/17
8. Chris Helvie, substitute teaching assistant and teacher aide for the 2017-2018 school year, effective 7/1/17
9. Lisa Stone, Substitute Coordinator 7/1/17-6/30/18 stipend of \$2,300 per the stipend of the current HTA contract
10. Dan Conley Athletic Directors effective 7/1/17- 06/30/18 per the stipend of the current HTA contract
11. Katie Boyer, CSE chair – 7/1/17 – 6/30/18 stipend of \$5,000 per the HTA contract

12. Summer Learning program staff: Rachel Snyder, Erica Morse, Joshua Sobilo, and Sarah Dickson at the Rate of \$26/per hour  
Substitute Staff: Leo Stermole, Stacy McCarthy, Kim Jensen, Mike Sewell, Guilia Dickinson
13. Temporary summer cleaners:  
William R. Fries, Jr., at the rate of \$12.72 per hour  
Theresa Hoerter, at the rate of 12.12 per hour  
Dorothy Smith, at the rate of \$12.12 per hour
14. Temporary Summer Student Workers at the rate of \$9.70 an hour, effective 7/10/17-8/29/17:  
Cleaner/Groundskeeper: Lourenze Balguin, Evan Ford, John Wright, Quinn Littell
15. **Fall Coaching** assignments at the rate per the current HTA contractual rate:

Varsity Girls Soccer	Dan Conley	\$3,771.90
Modified Girls Soccer	Alan Perry	\$2,458.50
Varsity Boys Soccer	Chris McConnell	\$3,371.90
Modified Boys Soccer	Kevin Davis	\$2,408.50
Varsity Cross Country	Jason Brayman	\$3,771.90
Varsity Volleyball	Erica Webster	\$3,521.90
JV Volleyball	Amanda Broadwell	\$2,890.20
Modified Volleyball	Lynn Binnert	\$2,758.50
16. Fall sports volunteers:

Volleyball	Teresa Stockton
Soccer	Tracy Wood, Fries, Brian Jones Jeff Martello, Matt Stiles

On motion by James Zimar seconded by Dennis Carlson;

RESOLVED: That the Board of Education of Hammondsport Central School hereby approves this personnel report

**XII. Public Comment**

1. Tom Jackson addressed the Board – thanking the Board members for their support and stewardship of the District and read the preamble of the current HTA contract, and encouraged open communication with the Board
2. Jeff Martello addressed the Board in regards to developing an open communications forum between the Board and HTA.

**XIII. Board Topics for Next Meeting**

1. School staff/BOE email address confirmation

CSE/CPSE

Unanimously Approved

**XIV. CSE/CPSE Recommendations**

On motion by James Zimar; seconded by Kevin Bennett;

RESOLVED: That the Board of Education of Hammondspport Central School hereby approves the following CSE/CPSE Recommendations: 20043, 20088, 17088, 22050, 23054, 25072, 25031, 20049, 19017, 19016, 28034, 28004, 29000, 30003, 31000, 17038, 20026, 20001 19022, 23065, 17014, 23001

**XV. Meetings/Dates**

Graduation – June 23, 2017, 6:00 p.m.

Reorganization Meeting - July 12, 2017 6:00 p.m.

Regular Meeting - July 12, 2017 – to follow Reorg. Meeting

ADJOURN

Unanimously Approved

**XVI. Adjourn**

On motion by Kevin Bennett, seconded by Dennis Carlson:

RESOLVED: That the Board of Education of Hammondspport Central School District hereby adjourns this meeting.  
Time 8:20 p.m.

By: \_\_\_\_\_

Nancy R. Clark  
District Clerk