

FOR DISCUSSION AND APPROVAL

Minutes of the Annual Organizational and Regular Meeting of the Kenmore-Town of Tonawanda Union Free School District Board of Education, conducted on Friday, July 1, 2016. The meeting was held in the Community Room at the Philip Sheridan Building, 3200 Elmwood Avenue, Buffalo, NY.

ORGANIZATIONAL SESSION

1. Opening Ceremony

The meeting was called to order by the District Clerk at 6:30 pm Prevailing Time.

- **Pledge of Allegiance**
- **National Anthem performed by Madison Manzella, Kenmore East**

2. Oath of Office – Administered by District Clerk

The District Clerk administered the Oath of Office to Board Trustees Elect Christine Cavarello and Thomas Reigstad for the term of July 1, 2016 through June 30, 2019.

3. Election of Officers – District Clerk

a. Nomination of President

The District Clerk called for nominations for President of the Board of Education for the 2016-2017 school year.

A motion was made by Trustee Gianni to nominate Trustee O'Malley as President of the Board of Education for the 2016-2017 school year. Trustee Pashler seconded the motion. Trustee O'Malley accepted the nomination. There were no other nominations for President.

b. Election of President

The District Clerk closed the nominations, and then called for a vote.

All those in favor of Trustee O'Malley serving as President of the Board of Education for the 2016-2017 school year so signify with aye, all those opposed? Any abstentions?

Cavarello	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Reigstad	Aye

Motion Carried 5-0

c. Administer Oath to President

The District Clerk administered the Oath of Office to Trustee O'Malley as President of the Board of Education for the term of July 1, 2016 through June 30, 2017.

Trustee O'Malley, newly elected President took over as chairperson of the meeting.

d. Nomination of Vice President

President O'Malley called for nominations for Vice President for the 2016-2017 school year.

A motion was made by Trustee Pashler to nominate Trustee Gianni as Vice President of the Board of Education for the 2016-2017 school year. Trustee Cavarello seconded the motion. Trustee Gianni accepted the nomination. There were no other nominations.

e. Election of Vice President

The President closed the nominations and called for a vote.

All those in favor of Trustee Gianni serving as Vice President of the Board of Education for the 2016-2017 school year so signify with aye, all those opposed? Any abstentions?

Cavarello	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Reigstad	Aye

Motion Carried 5-0

f. Administer Oath to Vice President

The District Clerk administered the Oath of Office to Trustee Gianni as Vice President of the Board of Education for the term of July 1, 2016 to June 30, 2017.

4. Oath of Office Administered to Superintendent, District Clerk and Treasurer

The District Clerk administered the Oath of Office to Dawn Mirand, Superintendent for the term July 1, 2016 – June 30, 2017, and Margaret (Jean) Weglarski, District Treasurer for the term July 1, 2016 – June 30, 2017. President O'Malley administered the Oath of Office to Gina Santa Maria, District Clerk for the term July 1, 2016 – June 30, 2017.

5. Roll Call

PRESENT: Board:

Christine Cavarello	Trustee
Andrew Gianni	Vice President
Jill O'Malley	President
Christopher Pashler	Trustee
Thomas Reigstad	Trustee

Others:

Dawn Mirand	Superintendent
Stephen Bovino	Assistant Superintendent – Human Resources
Robin Zymroz	Assistant Superintendent – Instruction & Student Services
John Brucato	Assistant Superintendent – Finance
Gina Santa Maria	District Clerk

ABSENT: None

6. Approval of Agenda

At the request of President O'Malley, a motion was made by Vice President Gianni, seconded by Trustee Reigstad, to approve the agenda.

Cavarello	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Reigstad	Aye

Motion Carried 5-0

7. New Business – Organizational Resolutions – Consensus

At the request of President O'Malley, a motion was made by Trustee Pashler, seconded by Trustee Cavarello, to approve the organizational resolutions, items 7a – 7kkk.

Cavarello	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Reigstad	Aye

Motion Carried 5-0

a. Establish Board of Education Meetings for 2016-2017

BE IT RESOLVED, that the Board of Education conduct Regular Meetings on the second Tuesday of each month commencing at 6:30 P.M. Prevailing Time, in such place as may be designated by the Board of Education. Should the regular meeting fall on a holiday, the meeting will then be held on a day to be determined by the Board. The list of dates for 2016-2017 are July 1, August 9, September 13, October 11, November 15, December 13, 2016, January 10, February 14, March 14, April 4, May 9, June 13, 2017.

The Budget Work Session dates shall be conducted on February 7, March 7, and March 28, 2017. Budget Adoption is anticipated to be held on April 4, 2017. Budget Hearing shall be held on May 9, 2017 and the Budget Vote will be held on Tuesday, May 16, 2017; the Annual Organizational Meeting will be conducted on July 5, 2017.

- b. Appoint Gina Santa Maria, District Clerk for the 2016-2017 School Year**
- c. Appoint Margaret J. Weglarski, District Treasurer and Diane M. Voght, Deputy Treasurer for the 2016-2017 School Year**
- d. Appoint Denise Kolber, Internal Claims Auditor for the 2016-2017 School Year**
- e. Appoint the Director of Data & Research, Chief Information Officer, Attendance Officer for the 2016-2017 School Year**

f. Approval of Signature on Checks

BE IT RESOLVED, that the following signature plate be authorized for use on all checks in payment of purchases and obligations in the general transaction of this school districts' business.

Margaret J. Weglarski

BE IT FURTHER RESOLVED, that this signature plate be authorized for use on payroll checks in payment of amounts due employees of this school district for services rendered.

g. Appoint Kenneth J. Morton, Purchasing Agent for the 2016-2017 School Year

h. Grant Authorization to Execute Purchase Orders for the 2016-2017 School Year

AND FURTHER, designate the Assistant Superintendent for Finance, and the Purchasing Agent, to be authorized and directed to execute and sign purchase orders for materials, supplies, and equipment for use in this school district and for public work projects during the 2016-2017 School Year.

i. Budgetary Transfers

Designate the Assistant Superintendent for Finance to make necessary budget transfers up to **\$10,000.00** and all budgetary transfers over this amount will be made only with approval of the Superintendent of Schools or her designee. Transfers within departments or schools need to be approved by Administrator in charge and Assistant Superintendent for Finance with no dollar limit.

j. Designation of Official Banking Depositories, Safekeeping and Collateralization

BE IT RESOLVED, that the Board of Education authorizes the following financial institutions to be, and hereby are, designated as official 2016-2017 depositories for the deposits by the District Treasurer or collector of this school district to the account or accounts of this school district in such banks, up to the maximum amount by the District. Eligible securities used for collateralizing deposits shall be held by those listed below. Such monies so deposited to be subject to withdrawal by checks duly signed by the District Treasurer or said school district.

<u>Depository Name</u>	<u>Maximum Amount</u>	<u>Collateral Held By</u>
JP Morgan Chase Bank	\$100,000,000	JP Morgan Chase Bank, NA
Manufacturers and Traders Trust Co.	\$100,000,000	The Bank of New York Mellon
First Niagara Bank N.A.	\$100,000,000	Federal Home Loan Bank of NY

(Subject to security and custodial agreements)

Notwithstanding what is allowed above, Kenmore Town of Tonawanda Union Free School District restricts investments to CERTIFICATES OF DEPOSIT IN THE BANKS NAMED AND TO U.S. TREASURY NOTES.

k. Resolution Authorizing Attendance at Conferences, Conventions, Workshops

BE IT RESOLVED, that for the fiscal year 2016-2017, the Board of Education hereby delegates to the Superintendent of Schools or her designee, the authority to select and approve the attendance by individual school district employees at conventions,

conferences, seminars or the like, as deemed by the Superintendent of Schools, to be in the best interest of the school district. Following submission of proper vouchers, the Superintendent of Schools or her designee shall have the power to authorize the payment by the school district Assistant Superintendent for Finance, to such expenses or such portion of any expense as she deems in the best interest of the school district.

I. Payroll Certification

BE IT RESOLVED, to designate the Superintendent of Schools the school district administrator to certify payrolls.

m. National School Lunch Breakfast/Special Milk Programs

The Kenmore-Town of Tonawanda Board of Education delegates to the Superintendent the authority to act as its agent with regard to the Kenmore-Town of Tonawanda UFSD participation in the National School Lunch/School Breakfast/Special Milk Programs and to enter into on its behalf all contracts and agreements associated with said participation.

n. Designation of the Reviewing Official, Hearing Official and Verification Official for Participation in the Federal Child Nutrition Program

The District hereby designates the Assistant Superintendent for Finance as the Hearing Official, and the School Lunch Manager as the Reviewing and Verification Official for participation in the federal Child Nutrition Program.

o. Mileage Reimbursement Resolution

The District hereby authorizes mileage reimbursement for approved travel, when required for official business, at the rate allowed by the Internal Revenue Service for deduction of business miles driven, at the time the miles were driven.

p. Meal and Incidental Reimbursement Resolution

The District hereby authorizes meal and incidental expense reimbursement, for overnight travel, when required for official business, only up to the maximum rate allowed by the GSA (U.S. General Services Administration) for meal and incidental expenses.

q. Resolution to Execute License Agreements for Use of District Premises

BE IT RESOLVED, that the Superintendent of Schools or designee be hereby authorized to execute license agreements for use of school district premises and a report of such license agreements be provided to the Board.

r. Resolution to Execute License Agreements for Use of District Vehicles

BE IT RESOLVED, that the Assistant Superintendent for Finance, be hereby authorized to execute license agreements for the use of school vehicles by other Municipal corporations and by non-school organizations.

s. Resolution Appointing Medical Personnel, Committee on Special Education, Surrogate Parents, and Impartial Hearing Officers

BE IT RESOLVED, that the following appointments of: (1) Medical Director/Medical Examiner, and Medical Examiner (2) Committee on Special Education (3) Surrogate Parents for Handicapped Pupils (4) Impartial Hearing Officers (5) Pre-school Committee on Special Education, are hereby approved as follows:

1) Medical Director/Medical Examiner and School Physician:
Consulting Physician, Michael Beecher, MD

Medical Director/Medical Examiner: Debra Carey, SNP

2) Committee on Special Education:

Chairs
Brenda Chmura
Frank Spagnolo
Paula Missana
Christa Young

Psychologists
Jeffrey Spriegel
Valerie Knoll
James Cook
Larry Scott
Mary Jane Hayes
Tom Horowitz
Tara Petrozzi
Kate Polly
Kathleen Roche
Rachel Cahill

Parents
Shannon Hillman
Sandra Siepel
Barbara Wakefield
Dawn Lorenzo
Betsy Bressette
Jennifer Heckmann
Christina Williams-Wood
Monika Toney

Resource-Special Education Teacher
Christa Young

Regular Education Teacher - on a per case basis
Related Service Personnel - on a per case basis
Special Education Teacher - on a per case basis
Student - on a per case basis

School Physician
Michael Beecher, MD

Substitute
Debra Carey, RN, SNP

3) Surrogate Parent for handicapped children as required by the Commissioner's regulation: Monika Toney

4) Impartial Hearing Officers: As per the most current approved list by the State Education Dept. To be selected on a rotation basis in order listed beginning in 2016-2017 with name that follows last person used in 2015-2016. The Board of Education hereby authorizes the Board President as their designee to appoint Impartial Hearing Officers on behalf of the Board.

5) Appointment to Pre-School Committee on Special Education:

Janine MacDonald, Chairperson
Brenda Chmura, Chairperson
Christa Young, Chairperson

Parents:

Robin Wilsman
Barbara Wakefield
Amy Fusani

Special Education Teachers: Primary and Intermediate teachers from the five district elementary schools and Christa Young, as needed.

Agency Evaluator: To be determined on a case-by-case basis

Erie County Representative: As determined by County

Regular Education Teachers: Primary and Intermediate teachers from the five elementary schools.

Liaison for Homeless Youth: Teresa Crawford and Patricia Busch

t. Resolution to Execute Contracts for Health and Welfare Services and for Educational Services, 2016-2017

BE IT RESOLVED, that the Superintendent be authorized to execute the following contracts after review and approval by the Superintendent of Schools or her designee:

- a. contracts for health and welfare services provided to resident students enrolled in private, parochial or public schools located outside the school district as required by law.
- b. contracts for educational services provided to resident students enrolled by order or approval of this Board of Education, Commissioner of Education, the Family Court of Erie County or the County of Erie Departments of Social Services and Youth Services, other courts in the judicial system or as recommended by the Committee on Special Education in schools other than those operated by this school district public, a BOCES, or another public school district.
- c. contracts with private agencies for related services recommended by the Committee on Special Education.

u. Resolution to authorize the Superintendent of Schools and the District Treasurer to establish Petty Cash Funds

BE IT RESOLVED, that petty cash funds be established for payment, in advance of authorization, of properly itemized bills for materials, supplies or services furnished to the school district under conditions calling for immediate payment to the vendor upon delivery of any such materials or supplies per authority of New York State Education Law, Section §1709, Item 29 and Commissioner's Regulations 170-4. District funds established for 2016-2017 as follows:

Kenmore East	Patrick Heyden	\$100
Kenmore West	Dean Johnson	100
Franklin Middle	Chris Ginestre	100
Hoover Middle	Carmelina Persico	100
Edison Elementary	David King	100
Franklin Elementary	Pat Kosis	100
Holmes Elementary	Lisa Cross	100
Hoover Elementary	Michael Huff	100
Lindbergh Elementary	Michael Muscarella	100
Business Office	Margaret Weglarski	100
Transportation	Debbie Hoffman	100
Big Picture Program	Christine Koch	100

v. Resolution for Protection of Board Members and Administrators

BE IT RESOLVED, that the Kenmore-Town of Tonawanda Union Free School District hereby adopts coverage provided by Section §18 of New York Public Officers Law for all board members and non-represented employees of the district.

This coverage shall supplement and be in addition to coverage available to such employees by other enactments or from other sources. This benefit shall not cover any employee in a bargaining unit unless and until such coverage is negotiated with the employee organization representing such employee.

The Superintendent or her designee shall take steps to obtain insurance against this potential liability to the District if possible, and shall present to the Board of Education any quotations for such coverage prior to binding the District to purchase said insurance.

The District shall be held liable for any costs incurred under these provisions for this section as permitted by law.

w. Staff Development Center Resolution

WHEREAS, the Kenmore Staff Development Center has provided valuable training and assistance to the District's professional and support staff; and

WHEREAS, the New York State Legislature has authorized the continuation of teacher centers, but has failed to provide full funding for the operation of those centers for the 2016-2017 school year; and

WHEREAS, it is the desire of the Board of Education to continue the operation of the Kenmore Staff Development Center for all employees.

NOW, THEREFORE, the Board of Education by this resolution hereby:

1. Recognizes the establishment of a Governing Board of the Kenmore Staff Development Center to operate the Center during the 2016-2017 school year, recognizing that the Staff Development Center is the primary delivery system for the district's staff development program, under the direction of the Superintendent of Schools or her designee; and

2. The Governing Board of the Staff Development Center will select those persons it deems qualified to offer programs and services and to determine the compensation to be paid to such persons within the guidelines developed by the Center's Governing Board and approved by the Superintendent or her designee; and

3. Recognizes that the Center develops a fee structure for participants in programs operated by the "Center" sufficient to recover the cost of class instruction;

4. Authorizes sources of staff development credit other than those provided directly by the Kenmore Staff Development Center, including, but not limited to courses provided by BOCES, Continuing/Community Education programs in Ken-Ton and other school districts, universities, colleges, community colleges, and trade or professional organizations; and

5. The Center will work with the Business Office to monitor the financial activities of the Center, to report on such financial activities to the Superintendent and the Board of Education at least annually, and to develop appropriate methods for the disbursement of funds and the payment of instructors.

x. Resolution to Appoint Extra Classroom Activity Fund Treasurers

BE IT RESOLVED, that the Board of Education hereby authorizes the appointment of the following Classroom Activity Fund Treasurers for the 2016-2017 school year:

Kathleen Neidl	Kenmore East H.S.
Amy Smith	Kenmore West H.S.
Dave Dlugosz	Franklin M.S.
Jennie Ostrowski	Hoover M.S.

y. Resolution to Appoint Extra Classroom Activity Fund Faculty Auditor

BE IT RESOLVED, that the Board of Education hereby authorizes the appointment of the District Treasurer as the Classroom Activity Fund Faculty Auditor for the 2016-2017 school year.

z. Resolution to Appoint School Tax Collector

BE IT RESOLVED, to appoint the Town of Tonawanda Clerk as Receiver of Taxes and Assessments for the Village of Kenmore and the Town of Tonawanda, to collect school district taxes, in accordance with Section §11, subdivision 2, of the New York State Public Officers Law.

aa. Resolution for Authorization to Accept Partial Payment of Erie County School Taxes

WHEREAS, payment of escalating Real Property Taxes in one lump sum, as historically required by State and/or local law, has often become burdensome upon some property owners, and

WHEREAS, the State of New York has authorized the County of Erie to amend the Erie County Tax Act to allow partial payment of at least 50% of current tax bills, and

WHEREAS, the Kenmore-Town of Tonawanda Union Free School District has appointed Receiver of Taxes and Assessments, of the Town of Tonawanda as Receiver of the 2016-2017 School Tax,

NOW THEREFORE BE IT RESOLVED THAT, the Town Clerk as Receiver of Taxes and Assessments is hereby authorized to accept partial payments of the 2016-2017 School Taxes as prescribed by Local Law §17 of 1993, amending the Erie County Tax Act.

bb. Resolution to Designate Official Newspapers

BE IT RESOLVED, to designate the Ken-Ton Bee, Community Papers of Western New York, and the Buffalo News the official newspapers (subject to the proviso below), any of which can be utilized as newspapers for the publication of legal notices or other official notices as required by law, provided that for purposes of the publication of legal notices of Estoppel published under Section 81.00 of the Local Finance Law, the Ken-Ton Bee and the Community Papers of Western New York are designated as the official newspapers for such purpose.

cc. Resolution to Appoint Legal Counsel

BE IT RESOLVED, to appoint the firms of HARRIS BEACH, PLLC, FERRARA, FIORENZA, LARRISON, BARRETT & REITZ, P.C, and HODGSON, RUSS LLP; for professional services on matters relating to district operations, personnel and labor relations; for professional services as special counsel for property tax certiorari and related matters; for bond counsel and for professional services on matters relating to capital projects, contract matters, personnel and labor relations, student discipline and pupil personnel matters; and other matters at the discretion of the Superintendent and upon direction of the Board of Education.

dd. Resolution to Suspend Students, Ed. Law Section §3214

BE IT RESOLVED, to delegate to the principal of: Edison Elementary, Franklin Elementary, Holmes Elementary, Hoover Elementary, Lindbergh Elementary Schools; Franklin Middle, Hoover Middle Schools; Kenmore East and Kenmore West High Schools, Big Picture Program, and the Alternative Program at Sheridan.; the authority to suspend a student out of school for a period not to exceed five (5) school days in keeping with New York State Education Law, Section §3214.

ee. Resolution to Appoint Facilities Study Group

BE IT RESOLVED, to authorize formation of a Board of Education Facilities Committee pursuant to Section §1708 of the Education Law.

ff. Resolution to Appoint Independent Auditor

BE IT RESOLVED to appoint Lumsden & McCormick, LLP. as our Independent Auditor at a fee not to exceed \$27,000 for the year ending June 30, 2017.

gg. Resolution to Appoint Internal Auditor

BE IT RESOLVED to appoint Drescher & Malecki, LLP, as our Internal Auditor at a fee not to exceed \$19,000 for the year ending June 30, 2017.

hh. Resolution to Appoint Audit Committee

BE IT RESOLVED, to appoint the District's Audit Committee for 2016-2017

Paul Chisholm
Jill O'Malley
Thomas Reigstad
Arthur V. Traver, Jr.
Stephen Brooks

ii. Resolution for Authorization Signature of Notes/Bonds

BE IT RESOLVED, to appoint the Board President, or in the absence of the President, the Vice President to sign notes/bonds.

jj. Resolution for Bonding of Personnel

BE IT RESOLVED, to hereby approve that all personnel responsible for handling district monies be bonded for \$2 million under a blanket insurance bond.

kk. Resolution for Fiscal Advisor

BE IT RESOLVED, to appoint Capital Market Advisors, LLC as fiscal advisors for the 2016-2017 fiscal year.

ll. Resolution for Policy Code of Ethics Re-adoption

By virtue of the Legislative authority vested in the Kenmore-Town of Tonawanda Union Free School District, Board of Education, we hereby order the adoption of this Policy Manual for the District.

These policies shall supersede all previous policies adopted by the Board of Education, which are hereby revoked and rendered null and void.

The right to amend or revoke these current policies at any time is reserved to the Board of Education of the Kenmore-Town of Tonawanda Union Free School District.

mm. Resolution for State Archives and Record Administration Retention

BE IT RESOLVED, that the Board of Education of the Kenmore-Town of Tonawanda Union Free School District does hereby adopt the State Archives and Records Administration Records Retention and Disposition schedule for the 2016-2017 school year.

nn. Resolution to Appoint Records Management Officer

BE IT RESOLVED, that the Board of Education of the Kenmore-Town of Tonawanda Union Free School District does hereby appoint the Interim Director of Personnel, as Records Management Officer of the District for the 2016-2017 school year.

oo. Resolution to Appoint Records Access Officer

BE IT RESOLVED, that the Board of Education of the Kenmore-Town of Tonawanda Union Free School District does hereby appoint Melanie Kamens, as Records Access Officer of the District for the 2016-2017 school year.

pp. Resolution to Appoint Title IX Compliance Officers

BE IT RESOLVED, that the Board of Education of the Kenmore-Town of Tonawanda Union Free School District does hereby appoint the Director of Secondary Education and the Interim Director of Personnel as the Title IX Compliance Officers for the 2016-2017 school year.

qq. Resolution to Appoint Medicaid Compliance Officer

BE IT RESOLVED, that the Board of Education of the Kenmore-Town of Tonawanda Union Free School District does hereby appoint the Director of Special Education, Medicaid Compliance Officer, pursuant to district policy #56200, Medicaid Code of Ethics Policy For All District Personnel.

rr. Resolution to Appoint Board of Registration for 2016-2017

BE IT RESOLVED, that the Board of Education of the Kenmore-Town of Tonawanda Union Free School District does hereby appoint the Board of Registration for the 2016-2017 school year.

All Election Districts – Herbert Hoover School

ss. Resolution to Appoint a BOCES Occupational Education Advisory Committee

BE IT RESOLVED, to appoint the BOCES Occupational Education Advisory Committee as our District's BOCES Occupational Education Advisory Committee.

tt. Resolution to Appoint Michael S. Beecher, MD as collaborating Physician for 2016-2017 school year.

uu. Resolution to Appoint District 504 Officer and ADA Compliance Officer for the 2016 - 2017 School Year

BE IT RESOLVED, that the Director of Data, Research and Chief Information Officer (CIO) be appointed 504 Officer for the 2016-2017 school year and Assistant Superintendent for Human Resources be appointed ADA Compliance Officer for the 2016-2017 school year.

vv. Resolution to Appoint Designated Educational Official (DEO)

BE IT RESOLVED, that the Board of Education of the Kenmore-Town of Tonawanda Union Free School District does hereby appoint the Assistant Superintendent for Instruction and Student Services as the Designated Educational Official (DEO) for the 2016-2017 school year, to receive court notification regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings.

ww. Resolution to Appoint Asbestos (LEA) Designee

BE IT RESOLVED that, the Board approves the appointment of the Director of Facilities as the Asbestos (LEA) Designee for 2016-2017 school year.

xx. Resolution to Appoint School Pesticide Representative

BE IT RESOLVED, that the Board of Education of the Kenmore-Town of Tonawanda Union Free School District does hereby appoint the Director of Facilities as the School Pesticide Representative for the 2016-2017 school year.

yy. Resolution to Appoint Chemical Hygiene Officer

BE IT RESOLVED, that the Board of Education of the Kenmore-Town of Tonawanda Union Free School District does hereby appoint the Director of Facilities as the Chemical Hygiene Officer for the 2016-2017 school year.

zz. Resolution for Appointment of Architectural Services

BE IT RESOLVED, that the Board does hereby appoint Gordon W. Jones Associates and SEI Design Group as the District architects for the 2016-2017 school year.

aaa. Contracts for Special Education Services

BE IT RESOLVED, that the Superintendent of Schools be authorized to Execute Contracts for Special Education Services between school district and outside agencies for district placements for the 2016-2017 school year.

bbb. District-Wide Participation in Cooperative Bids

WHEREAS, it is the plan of a number of public school districts in Monroe, Orleans, Niagara, Erie, Chautauqua and Cattaraugus Counties, New York, to bid jointly on various commodity items as authorized by General Municipal Law, Article 5-G.

WHEREAS, Kenmore-Town of Tonawanda Union Free School District wishes to participate in the cooperative bidding program through various BOCES that will be drafting specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Board of Education and making a recommendation thereon; therefore,

BE IT RESOLVED, that the Kenmore-Town of Tonawanda Union Free School District Board of Education authorizes the above mentioned program to represent it in all matters leading up to the entering into a contract for the purchase of commodities; and,

BE IT FURTHER RESOLVED, that the Kenmore-Town of Tonawanda Union Free School District Board of Education agrees to assume its equitable share of the costs of the cooperative bidding; and,

BE IT FURTHER RESOLVED, that the Kenmore-Town of Tonawanda Union Free School District Board of Education agrees (1) to abide by majority decision of the participating districts on quality standards; (2) that unless all bids are rejected, it will award contracts according to the recommendations of the group; (3) that after award of contract(s), it will conduct all negotiations directly with the successful bidder(s).

BE IT FURTHER RESOLVED, that the Board authorizes School District participation in Cooperative bids coordinated by area school districts, municipalities, or BOCES for the 2016-2017 school year.

ccc. Resolution to Allow “Piggybacking” on Other Purchasing Contracts

BE IT RESOLVED, that the Board approves purchasing through the use of contracts let by the United States or its agencies, any state, or any other political subdivision therein pursuant to subdivision 16 of General Municipal Law Section 103 (“Piggybacking” Law) when it is deemed to be in the best interest of the District in order to gain cost efficiencies or the best value.

ddd. Resolution for Professional Contracts

BE IT RESOLVED, that the Superintendent of Schools be authorized to execute contracts for professional services between the school district and outside professional firms. Any contracts expected to exceed \$10,000 are to be approved by the Board of Education.

eee. Authorize Superintendent to Apply for Grants in Aid

BE IT RESOLVED, that the Board of Education does hereby authorize the Superintendent to apply for grants in aid - state and federal pursuant to Education Law 1711,2508.

fff. Resolution for General Insurance Carrier

BE IT RESOLVED to appoint the New York State Insurance Reciprocal (**NYSIR**) as the Insurance Carrier for the District for 2016-2017 school year.

ggg. Resolution for Student Accident Program Insurance

BE IT RESOLVED to appoint POMCO Group as claims administrator for the District’s self-insured Student Accident Program for 2016-2017 school year.

hhh. Resolution to Appoint Area 1 Liaison to the NYSSBA Board of Directors

BE IT RESOLVED, that the Board does hereby appoint Linda R. Hoffman as the Area 1 Liaison to the NYSSBA Board of Directors for the 2016-2017 school year.

iii. Resolution Appointing Medical Personnel

BE IT RESOLVED, that the Board does hereby appoint Medical Examiner, Dr. Brian Joseph, to conduct employee examinations as determined by the Superintendent Subject to provisions of Section 913 of New York State Education Law, for the 2016-2017 school year.

jjj. Resolution to Appoint School Dignity Act Coordinators (DAC)

BE IT RESOLVED, that the Board does hereby appoint the following School Dignity Act Coordinators for the 2016-2017 school year:

- Pam DiGangi - Kenmore East
- Nadine Brown - Kenmore West
- Cindy Backlund - Franklin Middle School
- Kathy Vittum - Hoover Middle School
- Ceil Bauer - Edison Elementary
- Michelle Melligan - Franklin Elementary
- Kristine Pieczonka - Holmes Elementary
- Michelle Washington - Hoover Elementary
- Cathy Miller - Lindbergh Elementary

kkk. Resolution to Appoint Impartial Hearing Officer Under Section 71 and 73 of the Civil Service Law

WHEREAS, the Board of Education of the Kenmore-Town of Tonawanda UFSD from time to time receives requests to hold hearings pursuant to either Section 71 or 73 of the Civil Service Law; and

WHEREAS, the Board of Education has determined that when requested, Hearings held pursuant to either Civil Service Law Section 71 or 73 shall be conducted by an impartial hearing officer.

NOW THEREFORE BE IT RESOLVED THAT the Board of Education does Hereby appoint Colleen A. Sloan, Esq., Daniel J. D'Amico, Esq., and Kelly G. Eisenried, Esq. of Erie 1 BOCES Labor Relations Services as its designated impartial hearing officers under Civil Service Law Section 71 and 73 for the purpose of conducting such hearings as may be necessary under those statutes for the duration of the 2016-17 fiscal year; and

BE IT FURTHER RESOLVED THAT Colleen A. Sloan, Esq., Daniel J. D'Amico, Esq., and/or Kelly G. Eisenried, Esq., as applicable, is to make a record of such hearing which, together with his or her written findings of fact and recommendations on each matter, shall be referred to the Board of Education, for review and decision, and be it further resolved that Erie 1 BOCES Labor Relations Service be paid their usual and customary fees for services rendered in these matters.

Regular Session

8. Approval of Minutes

At the request of President O'Malley, a motion was made by Vice President Gianni, seconded by Trustee Reigstad, to approve the minutes of the June 14, 2016 Regular Board of Education Meeting.

Cavarello	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Reigstad	Aye

Motion Carried 5-0

9. Student Recognition

- Grace Simmons – Kenmore West – Independent Health & Business First Community All-Star
- Marianna Maniscalco – Kenmore East - Independent Health & Business First Community All-Star

Superintendent Mirand and President O’Malley recognized Grace Simmons from Kenmore West High School, and Marianna Maniscalco from Kenmore East High School, for being chosen as Independent Health and Business First Community All Stars. Grace was presented with a certificate from the Board of Education. Marianna was unable to attend the meeting. The District Clerk will send Marianna her certificate.

10. Public Comments

Gerard Diffine, 86 Highland Pkwy., commented on the capital project work occurring at Kenmore West High School on Highland Pkwy., across the street from his house.

11. Board of Education

a. ECASB & NYSSBA Membership Discussion and Approval [Action Item]

At the request of President O’Malley, a motion was made by Trustee Reigstad, seconded by Trustee Pashler, to approve membership in ECASB.

Cavarello	Aye
Gianni	Aye
O’Malley	Aye
Pashler	Aye
Reigstad	Aye

Motion Carried 5-0

At the request of President O’Malley, a motion was made by Vice President Gianni, seconded by Trustee Cavarello, to approve membership in NYSSBA.

Cavarello	Aye
Gianni	Aye
O’Malley	Aye
Pashler	Aye
Reigstad	Aye

Motion Carried 5-0

b. District & ECASB Committee Liaison Appointments [Action Item]

At the request of President O’Malley, a motion was made by Trustee Cavarello, seconded by Vice President Gianni, to approve the District and ECASB Committee Liaison Appointments.

Cavarello	Aye
Gianni	Aye
O’Malley	Aye
Pashler	Aye
Reigstad	Aye

Motion Carried 5-0

c. BOE Member Attendance at NYSSBA State Conference [Action Item]

At the request of President O'Malley, a motion was made by Trustee Pashler, seconded by Vice President Gianni, to approve BOE member attendance at the NYSSBA State Conference.

Cavarello	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Reigstad	Aye

Motion Carried 5-0

President O'Malley encouraged all Board members to attend the NYSSBA State Conference in October as it is being held in Buffalo this year.

d. Board of Education Annual Agenda & Presentation Schedule 2016-2017

President O'Malley expressed her desire for a presentation on the various pathways available to students, such as IB, the Career Academies, etc., to be included in the Board presentation schedule. Superintendent Mirand replied that April will include all pathways, not only Big Picture as originally scheduled.

e. Committee Reports

There were none.

f. Comments

President O'Malley commented on the graduation ceremonies that several Board members attended the previous weekend.

12. Superintendent's Report – D. Mirand

a. Consolidation Update

Superintendent Mirand updated the Board on the consolidation process. The three buildings have closed, mail and phones have been forwarded. The Building Use Committee will meet over the summer to continue to look at vacant buildings and discuss plans for selling and/or repurposing. A GPS tracking system will be installed by late fall on all buses and district owned vehicles so that parents and the District can track buses in real time. Classroom materials have been boxed and labeled and a moving company will begin moving items shortly. Capital Project construction has begun, and information is posted on the Ken-Ton website under the Capital Project tab. Superintendent Mirand reviewed design plans for the Kenmore West and Lindbergh bus loops to show what those buildings will look like after construction is complete. Feedback was sought from the community on the logo designs for the turf fields and the District will be going forward with those proposals.

b. KAA Agreement [Action Item]

At the Recommendation of Superintendent Mirand, a motion was made by Trustee Reigstad, seconded by Trustee Cavarello to approve the tentative agreement between the District and the Ken-Ton Administrators Association (KAA).

Cavarello	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Reigstad	Aye

Motion Carried 5-0

c. Other

Superintendent Mirand shared pictures with the Board of Lindbergh Elementary Teacher, Laura Waggoner's first grade students. Students made memory books on their own highlighting how their American Reading experience fostered a love of reading and has greatly impacted them.

Superintendent Mirand informed Board members that the Town of Tonawanda "Show mobile" would not be updated with the new Board members' names until after the July 3 event at Kenney Field.

Lastly, Superintendent Mirand shared Commissioner Elia's desire to expand the Commissioner's parent list-serve beyond PTA organizations. Information will be communicated to parents in the District to encourage more parental participation in receiving updates directly from the State Education Department.

d. Instruction & Student Services – R. Zymroz

- **District Professional Development Plan [Action Item]**

Assistant Superintendent Zymroz gave a brief summary of the revisions made to the District's Professional Development Plan.

At the recommendation of Superintendent Mirand, a motion was made by Trustee Cavarello, seconded by Trustee Pashler, to approve the District's Professional Development Plan.

Cavarello	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Reigstad	Aye

Motion Carried 5-0

Assistant Superintendent Zymroz informed the Board that she met with the student who commented on the SAVE Code of Conduct at the last meeting. Language has been adjusted for the second read of the Code of Conduct as a result of this meeting and consultation with the District's legal counsel.

e. Financial Report – J. Brucato

Assistant Superintendent Brucato spoke briefly about the new GPS tracking system that the Transportation Department will be using. A presentation on the system will be given to the Board at an upcoming meeting.

- Technology Report

This report was included in the Board's packet for their review.

- Transportation Report

This report was included in the Board's packet for their review.

- Food Service Report

This report was included in the Board's packet for their review.

- Buildings & Grounds Report

This report was included in the Board's packet for their review.

f. Human Resources – S. Bovino

Assistant Superintendent Bovino provided the Board with an update on the moving process. A vendor has been selected and 220 classrooms will be moved from July 6 – July 15. The District's Buildings and Grounds department will handle 150 additional moves. He thanked Director Ames and his department for their work.

The APPR agreement is being worked on and finalized for the Board's approval at the August meeting.

Student enrollment and class sizes are being closely monitored as the summer progresses. Recommendations will be made for staffing adjustments if necessary.

13. Consensus

- a. Request to withdraw a specific item(s) from consensus

President O'Malley asked that item 13h, the second read of Policy 1211 – Students Serving as Ex-Officio Members of the School Board, be removed from the Consensus Agenda for the purpose of discussion.

Assistant Superintendent Brucato introduced Iann Miller whose appointment is included in the Personnel Agenda. He also thanked Martin Wende for his 36 years of service to the District. Martin's retirement is also included in this meeting's Personnel Agenda.

At the recommendation of Superintendent Mirand, a motion was made by Vice President Gianni, seconded by Trustee Cavarello, to approve items 13b – 13g, and 13i – 13m of the Consensus Agenda.

Cavarello	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Reigstad	Aye

Motion Carried 5-0

At the recommendation of Superintendent Mirand, a motion was made by Vice President Gianni, seconded by Trustee Reigstad, to approve item 13h of the Consensus Agenda, the second read of Policy 1211 – Students Serving as Ex-Officio Members of the School Board.

Discussion ensued regarding a proposed language change to the policy to include two student representatives, one from each high school, who would alternate monthly. After input from Superintendent Mirand and each Board member, the decision was made to retain the original language (choice 1) that was approved at the first reading of the policy – one student

representative, alternating high schools on a yearly basis.

Cavarello	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Reigstad	Aye

Motion Carried 5-0

- b. Personnel Actions
- c. Committee on Special Education Minutes
- d. Committee on Pre-School Special Education Minutes
- e. Surplus List – July 2016
- f. Treasurer's Report – May 2016
- g. Internal Claims Audit Report – May 2016
- h. Policy(s)/Regulation(s) – **2nd Read**
 - Policy 1211 – Students Serving as Ex Officio Members of the School Board
- i. SAVE Code of Conduct – **2nd Read**
- j. Contract(s)
 - EL Education – Professional Development
 - Associated Physical & Occupational Therapists, PLLC
 - Tyler Technologies, Inc.
 - Summer Transportation
 - Independent Health – HIPAA Agreement
 - Independent Health – Administrative Services Agreement
 - People, Inc.
- k. Textbook(s) – **2nd Read**
 - Pre-Calculus, *A Graphical Approach to Pre-Calculus with Limits*, Grades 11 & 12, Hornsby, Lial, Rockswold
- l. Booster Club(s)
 - Kenmore West Boys Soccer
- m. Bid(s)
 - Milk & Milk Products

14. Other Matters

Superintendent Mirand stated that she has received feedback on providing each speaker with a consistent three minutes during the public comment portion of Board meetings. Options for timing speakers were discussed, with input from all members of the Board. The decision was made to use the clock/timer tone/chime at future meetings to indicate the end of the speaker's time.

15. Proposed Executive Session

There was none.

16. Adjournment

At the request of President O'Malley, a motion was made by Vice President Gianni, seconded by Trustee Pashler, to adjourn at 7:37 pm prevailing time.

Cavarello	Aye
Gianni	Aye
O'Malley	Aye
Pashler	Aye
Reigstad	Aye

Motion Carried 5-0

Respectfully submitted,

Gina Santa Maria

Gina Santa Maria
District Clerk

DRAFT