

**REGULAR/REORGANIZATIONAL MEETING
THURSDAY, JULY 6, 2017**

CALL TO ORDER:

A regular/reorganizational meeting of the Board of Education was held in the high school library media center and was called to order by Superintendent Jeffrey Kisloski at 6:30 p.m., with the following board members present: Raymond Parmarter, Hannah Murray, Michael Blake, Gary Henry and Brent Doane; as well as member elects Josh Soper and Jonathon Edwards.

At 6:45 p.m., Holly Carling, Director of Special Education, entered the meeting to discuss the CSE/CPSE reports. Mrs. Carling exited at 6:55 p.m.

BOARD MEMBER ADMINISTERED OATH OF OFFICE:

Superintendent Kisloski administered the Oath of Allegiance to newly elected Board Members Josh Soper and Jonathon Edwards.

REORGANIZATION:

Raymond Parmarter Elected Board President:

Michael Blake nominated Raymond Parmarter for Board President for the 2017-2018 school year. Brent Doane seconded the nomination. A roll call vote was taken: Ayes 7 (Soper, Blake, Murray, Parmarter, Doane, Henry, Edwards); Nays 0. The motion carried unanimously. Superintendent Kisloski administered the Oath of Allegiance to Mr. Parmarter.

Brent Doane Elected Board Vice-President:

Motion was made by Michael Blake, seconded by Gary Henry, nominating Brent Doane as Vice-President for 2017-2018 school year. Motion was carried unanimously: 7 Ayes (Blake, Murray, Parmarter, Doane, Henry, Soper, Edwards), Nays 0.

Motion was made by Brent Doane, seconded by Gary Henry to adopt the following resolutions as presented:

District Clerk Appointed:

RESOLVED, that *Kathlyn M. Hinkle* be and hereby is appointed District Clerk of the Board of Education of the Candor Central School District for the fiscal year 2017-2018.

The Oath of Allegiance was administered to Mrs. Hinkle by Superintendent Kisloski.

Business Manager/Treasurer Appointed:

RESOLVED, that *Sydney R. Wade* is appointed Business Manager/Treasurer of the Candor Central School District for the fiscal year 2017-2018.

The Oath of Allegiance was administered to Mrs. Wade by Superintendent Kisloski.

District Tax Collector Appointed:

RESOLVED, that *Julie Kephart* of Tompkins-Seneca-Tioga BOCES be and hereby is appointed District Tax Collector for the Candor Central School District for the fiscal year 2017-2018.

District Attorney(s) Appointed:

RESOLVED, that for the fiscal year 2017-2018, Hogan and Sarzynski and/or Coughlin & Gerhart be and hereby are appointed attorneys for personnel matters for the Candor Central School District, to be paid on an hourly basis.

School Physician Appointed:

RESOLVED, that the United Health Services (Candor Family Care Center) be and hereby is appointed school physician for the fiscal year 2017-2018.

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Official School Newspaper Appointed:

RESOLVED, that the *Gannett Newspapers (Ithaca Journal, Press & Sun Bulletin and Elmira Gazette)* be designated as the official newspaper for the Candor Central School District during the fiscal year 2017-2018 for the publication of all legal notices and other such data as is required to be published by law and for which the same may be qualified to act.

Tioga State Bank Official Depository; Tioga State Bank to Receive Wire Transfers:

RESOLVED, that the Tioga State Bank be and hereby is designated as the official depository for the funds of the Candor Central School District during the fiscal year 2017-2018, and that the Tioga State Bank be and hereby is designated to receive the wire transfer of funds from the State Education Department during the fiscal year 2017-2018.

Time and Place Set for Board Meetings:

RESOLVED, that the designated time and place for the regular meetings of the Board of Education will be the third Thursday of each month beginning at 7:00 p.m. in the High School Library Media Center.

Superintendent Designated Purchasing Agent:

RESOLVED, that the Superintendent of Schools be and hereby is appointed Purchasing Agent for the Candor Central School Board of Education for the fiscal year 2017-2018 and that he be authorized to purchase supplies and equipment for services as provided for in the budget. The Purchasing Agent shall also be authorized to advertise and request bids for all items over \$10,000.00.

Superintendent Authorized to Approve Conferences:

RESOLVED, that the Superintendent of Schools, be and hereby is authorized to approve requests of staff personnel to attend conferences and/or workshops within the limits of the budget.

Mileage Reimbursement Rate Set:

RESOLVED, that the mileage rate for the use of personal vehicles for the performance of Candor Central School business be established for the current school year at 53.5 cents per mile, only when a school car is not available.

Superintendent Authorized to Make Appropriation Transfers:

RESOLVED, that the Superintendent of Schools be and hereby is authorized to make transfers of appropriations within and between functional unit appropriations to be reported to the Board at the next regular meeting.

Application for Federal and State Funds Approved:

RESOLVED, that the Candor Central School Board of Education may apply for, accept, and use federal funds, special state aid funds, or other sources of funding for the development of projects which will improve the education of the children in the Candor Central School District.

Approval Given to Make Temporary Loans:

RESOLVED, that the Business Manager/Treasurer, be and hereby is authorized to make temporary loans from the General Fund to the Federal Aid Fund and/or Cafeteria Fund such sums as are necessary to pay the then current payrolls and warrants until revenues are received for the respective funds.

Business Manager/Treasurer Approved to Invest School Monies:

RESOLVED, that the Board of Education delegates the authority to invest Candor Central School District monies to the Business Manager/Treasurer, in accordance with Sections 1604a and 1723a of the Education Law and any other pertinent regulations.

TST BOCES Executive Committee Member Appointed:

RESOLVED, that Board Member Michael Blake is appointed to the Executive Committee of the Tompkins-Seneca-Tioga School Board's Association for the 2017-2018 fiscal year.

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Business Manager/Treasurer Appointed to TST BOCES Worker's Compensation Board:

RESOLVED, that the Business Manager/Treasurer, be appointed to the Board of Directors of the Tompkins-Seneca-Tioga BOCES Worker's Compensation Plan for the 2017-2018 fiscal year.

Petty Cash Funds Established:

RESOLVED, that continuance of the following petty cash funds in the total amount of \$575.00 be and hereby is authorized with designated custodians:

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|---|--------|
| High School Office/High School Secretary: | 50.00 |
| Elem. Sch. Office/Elementary Secretary: | 75.00 |
| District Office/District Office Secretary | 50.00 |
| School Activities/High School Secretary | 200.00 |
| Athletic Events/Athletic Coordinator | 200.00 |

Activity Funds Treasurer Appointed

RESOLVED, that Koleen Jastremsky be and hereby is appointed Central Treasurer for Extra-Curricular Activity Funds for the 2017-2018 school year.

Business Manager/Treasurer Named Auditor for Activities Funds:

RESOLVED, that the Business Manager/Treasurer, be and hereby is appointed extra-curricular activity auditor for the school year 2017-2018.

Signers for Fund Disbursement Designated:

RESOLVED, that the Business Manager/Treasurer or the School Board President, be designated signer for the disbursement of all funds of the Candor Central School District during the fiscal year 2017-2018.

Authorization Given to Issue Checks:

RESOLVED, that the Business Manager/Treasurer or the School Board President of the Candor Central School District be authorized to issue checks during the 2017-2018 school year to cover all payrolls, employee benefits, conferences, utilities, and contracts when due; and amounts payable to the Postmaster, Candor, New York 13743, necessary for the purchase of stamps or the re-establishment of credit on the postage meter, not to exceed One Thousand Dollars (\$1,000.00). The foregoing expenditures are to be reported at the next regular board meeting.

Superintendent Authorized to Certify Payrolls:

RESOLVED, that the Superintendent of Schools be and hereby is authorized to certify all payrolls prepared on behalf of the Candor Central School District for the fiscal year 2017-2018.

Claims Auditor Appointed:

RESOLVED, that Kathlyn M. Hinkle is appointed as Claims Auditor for the Candor Central School District for the fiscal year 2017-2018.

Asbestos Designee, Chemical Hygiene Officer, and School Pesticide Representative Appointed:

RESOLVED, that the Superintendent of Buildings & Grounds be appointed as Asbestos Designee, Chemical Hygiene Officer, and School Pesticide Representative for the Candor Central School District for the fiscal year 2017-2018.

Federal Aid Contact:

RESOLVED, that the Director of Special Education/Special Services be appointed as Federal Aid Contact for the Candor Central School District for the fiscal year 2017-2018.

School Lunch Fund Signers Appointed:

RESOLVED, that the Superintendent of Schools or Business Manager/Treasurer be appointed as signers for the School Lunch Fund of the Candor Central School District for the fiscal year 2017-2018.

Insurance Consultant:

RESOLVED, that Mang Insurance Agency is designated as insurance consultant for the fiscal year 2017-2018.

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Independent District Auditors:

RESOLVED, that the Board of Education of Candor Central School District contract with the firm of INSERO & CO. for services as annual independent district auditor for the fiscal year 2017-2018 at a fee not to exceed \$18,600.00.

Attendance Officers Appointed:

RESOLVED, that the High School Attendance Aide and the Elementary School Attendance Aide be appointed attendance officers for the Candor Central School District for the school year 2017-2018.

H.S. Principal Advisor of Extra-Curricular Activities:

RESOLVED, that the High School Principal be and hereby is appointed chief faculty advisor of extra-curricular activities for the school year 2017-2018.

Memorial Committee Members Appointed:

President Parmarter appointed the following board members to serve on the following scholarship committees:

Helen Sackett Memorial Scholarship Committee:

Board of Education President, Raymond Parmarter and Brent Doane

Dallas K. Martin Memorial Scholarship Committee: Gary Henry

Harold E. Jansen Memorial Scholarship Committee: Josh Soper

Francia M. King Memorial Scholarship Committee: Hannah Murray

Maurice Marks Memorial Scholarship Committee: Michael Blake

Appoint the following Special Education Committee for the 2017-2018 school year:

School Psychologist:

Alison Wright

Director of Special Education/Special Services:

Holly Carling

School Physician (K-12 Faculty):

United Health Services/Candor Family Care

Business Manager/Treasurer Records Retention Officer:

RESOLVED, that the Business Manager/Treasurer be and hereby is appointed Records Retention Officer for the Candor Central School District for the 2017-2018 school year.

District Clerk Records Management Officer:

RESOLVED, that the District Clerk be and hereby is appointed Records Management Officer for the Candor Central School District for the 2017-2018 school year.

Superintendent Records Access Officer:

RESOLVED, that the Superintendent of Schools be and hereby is appointed Records Access Officer for the Candor Central School District for the 2017-2018 school year.

Fee for Making Copies Set:

RESOLVED, that the charge for making copies be set at Twenty-Five Cents (\$0.25) per copy for the fiscal year 2017-2018.

Fee for Faxing Documents:

RESOLVED, that the fee for faxing documents be set at One Dollar (\$1.00) per page for the fiscal year 2017-2018.

Hourly Rate Set for Clerks and Inspectors:

RESOLVED, that the hourly rate of pay for Clerks and Inspectors for the Annual Budget Vote shall be \$12.50 per hour.

Principals Given Authority to Suspend:

RESOLVED, that the Jr/Sr High School Principal and Elementary Principal be authorized to suspend within the confines of the Education Law.

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Non-Resident Tuition:

RESOLVED, that students enrolled in the Candor Central School District before January 1, 2006, shall be permitted to attend Candor Schools, with the recommendation of the Building Principal and approval of the Superintendent of Schools, tuition free for the 2017-2018 school year.

Non-resident students wishing to enroll in the Candor Central School District for the 2017-2018 school year will follow District procedures to request non-resident student status. Building Principals determination for non-resident student enrollment will be based on availability of program, student attendance, and discipline record. Building Principals decision for enrollment is final.

Title IX Compliance Officer Appointed:

RESOLVED, that the Director of Special Education/Special Services hereby is appointed Title IX Compliance Officer for the 2017-2018 school year.

Impartial Hearing Officers List Approved:

RESOLVED, that the Updated Rotational Selection List of Impartial Hearing Officers pursuant to Section 200.1(x) of the Regulations of the Commissioner of Education, as maintained by the New York State Education Department/VESID and available on the NYSED website, is hereby approved.

Liaison for Homeless Children Appointed:

RESOLVED, that the Home School Coordinator or Director of Special Education hereby is appointed Liaison for Homeless Children.

Educational Official to Receive Court Notification Regarding Students:

RESOLVED, that the Superintendent of Schools hereby is appointed as the Designated Educational Official to Receive Court Notification Regarding Students.

The motion carried unanimously; 7 Ayes, 0 Nays.

Continuance of Regular Meeting...

CSE/CPSE REPORTS APPROVED:

A motion was made by Gary Henry, seconded by Jonathon Edwards, to accept the CSE/CPSE Reports, as presented. The motion carried unanimously.

MINUTES APPROVED:

A motion was made by Gary Henry, seconded by Hannah Murray, to approve the minutes of the regular meeting held on June 15, 2017, as presented. The motion carried unanimously.

RECOGNITION OF VISITORS:

President Parmarter recognized that there were no visitors present.

CONSENT AGENDA:

Upon the recommendation of Superintendent Kisloski, a motion was made by Brent Doane, seconded by Gary Henry, to approve the following personnel appointments and various Consent Agenda items as presented:

Resignation:

Accepted the resignation of **Bree Zogaria**, as Fitness Center Co-Coordinator for the 2017-2018 school year, effective June 16, 2017, with regret.

Accepted the resignation of **Kezia Marshall**, as Elementary Nurse, effective June 30, 2017, with regret.

Recommended Appointments:

Approved the appointment of **Amy Monahan** as Part-Time HS Art Teacher (.5 FTE), effective July 1, 2017, with salary and benefits in accordance with the current Candor Faculty Association Contract.

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Approved the appointment of **Dixie White**, as teacher aide at Camp Ahwaga for Summer 2017, effective July 5, 2017 (retroactive) with salary and benefits in accordance with the current Candor Employees Unit Contract.

Approved the appointment of **Patti Sandgren**, as teacher aide at Camp Ahwaga for Summer 2017, effective July 5, 2017 (retroactive) with salary and benefits in accordance with the current Candor Employees Unit Contract.

Extra-Curricular Appointments: Approved the appointment of the following individuals for the 2017-2018 school year with salaries in accordance with the current Extra-Curricular Pay Schedule:

- **Bree Zogaria**: Varsity Cross-Country Coach

Donations:

Accepted the following donations:

- **James Conklin**, donation of \$100.00 as a gift to the CCS Technology Education Department
- **Kerry Ellis**, donation of \$700.00 as a gift to the CCS General Fund.
- **Merry-Go-Round Playhouse**, donation of \$3,095.00 as a gift to the CCS General Fund for Arts in Education programming.
- **K. Ellis Heating & Air Conditioning, LLC**, donation of \$500.00 as a gift to the CCS General Fund.

TST BOCES Capital Project Modified Agreement Approval:

Approved of the TST BOCES Capital Project Modified Agreement with the following resolution:

“WHEREAS, The Tompkins Seneca Tioga Board of Cooperative Educational Services (BOCES) is established under the laws of the State of New York, including without limitation New York Education Law § 1950, and

WHEREAS, BOCES provides service to the component school districts of Candor Central School District, Dryden Central School District, George Junior Republic Union Free School District, Groton Central School District, Ithaca City School District, Lansing Central School District, Newfield Central School District, South Seneca Central School District and Trumansburg Central School District, and

WHEREAS, BOCES has planned a capital project involving renovations to BOCES' existing Warren Road Campus at a total project cost in the amount of \$8,044,020, including costs incidental thereto (the “Project”), and

WHEREAS, BOCES has no taxing authority, and

WHEREAS, Subdivision 14 of New York Education Law § 1950 provides for component district financing of additions or reconstruction of BOCES facilities when each component school district agrees to provide its share of the cost either through current appropriation or by issuance of BANS, Bonds or Notes, and further provides (i) no approval of the voters of such component school district shall be required, (ii) the voting of a special tax or a tax to be collected in installments shall not be a condition precedent to the adoption of a bond resolution for such specific object or purpose, (iii) a majority vote of the entire voting strength of the board of education shall be sufficient for adoption of such a bond resolution, which bond resolution may be adopted at a regular meeting, or a special meeting of the board of education called on not less than twenty-four hours oral or written notice to the members of such board as provided in section sixteen hundred six of the education law, which meeting may be held either within or outside of such district, (iv) any such bond resolution shall take effect immediately and shall not be subject to either a mandatory or permissive referendum, and

WHEREAS, BOCES anticipates receiving certain New York State grant funds in the amount of \$4,000,000 to defray the projected cost of the Project, and

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WHEREAS, BOCES and the components agree that Resident Weighted Average Daily Attendance (“RWADA”) is the most equitable method to allocate and apportion between the component districts any costs that remain after the allocation of any available grant funds to the Project, and WHEREAS, each district's RWADA is set out as Exhibit “A” to this agreement.

NOW, THEREFORE, each component Board of Education of the BOCES agrees that, provided each component district receives notice in writing that New York State grant funds in the amount of \$4,000,000 or more have been awarded and allocated towards the Project, each component district shall adopt a resolution authorizing an expenditure from current funds, or authorizing the issuance of obligations pursuant to the local finance law for purposes of financing the district’s share of the remaining cost of the BOCES capital project after all available grant funds have been allocated to said project.

Any grant funds awarded to the Project shall be applied to reduce each component district’s contribution to the Project on a *pro rata* basis. The remaining costs of the Project, after applying any grant funds awarded to the total project cost, shall be allocated and apportioned between the component districts according to each district’s respective RWADA, as set forth in Exhibit “A”.

Cafeteria Equipment Disposal:

Approved of the disposal of the list of assets from the Cafeteria as presented, which have been deemed to have no value and are considered surplus to the District.

Capital Equipment Disposal - Stadium Scoreboard

Approved of the disposal of the stadium field scoreboard, which has been deemed to have no value and is considered surplus to the District, as per Inventory Control Officer Theodore D. O’Konsky, Jr.

Retirement:

Accepted the retirement of **Janice Thomas**, as Full-Time Attendance Aide, effective December 30, 2017, with regret.

2017-2018 Bus Drivers:

Approved of the bus drivers for 2017-2018, as presented.

Equipment Disposal/Bus Trade-Ins:

Approved of the disposal of buses #52, #53 and #54 through trade-in to New York Bus Sales, against the purchase of new buses #71, #72 and #73.

School Bus Financing Bid Acceptance:

Bids for the financing of school buses were received by the deadline and opened on June 30, 2017 by Business Manager/Treasurer Sydney Wade and Superintendent Jeffrey Kisloski.

The bids received for a loan amount of \$261,599.67 (after trade-ins), over a five-year period, were as follows:

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|---|---|
| <i>Municipal Asset Management, Inc.</i> | - 2.39% annually - 5 annual payments of \$54,820.13/ea. |
| <i>Municipal Leasing Consultants</i> | - 2.546% annually - 5 annual payments of \$54,983.22/ea. |
| <i>KS State Bank</i> | - 2.940% annually - 5 annual payments of \$55,395.05/ea. |

Upon the recommendation of Superintendent Kisloski, the bid for the financing for lease-purchase of three (3) sixty-five passenger buses, as approved by the voters of the district on May 16, 2017, was awarded to the lowest responsible bidder, **Municipal Asset Management, Inc.**, 25288 Foothills Drive North, Golden, CO 80401, for a loan amount of \$261,599.67 at an annual rate of 2.39%, over a five year period.

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Additionally, upon the recommendation of Superintendent Kisloski, the Board approved to authorize Sydney Wade, Business Manager/Treasurer, to act as lead facilitator to direct, take such action, expend such funds and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this resolution and to carry out, comply with and perform the duties of the Candor Central School District (Lessee) with respect to the Agreement and Equipment.

The motion carried unanimously for all consent agenda items.

BOARD COMMENTS:

Josh Soper stated that he is happy to be a member of the Board of Education.
Jonathon Edwards stated that he as well is happy to be a member and happy to serve the community.
The Board discussed the graduation ceremony.

VISITORS RECOGNIZED:

President Parmarter recognized there were no visitors present at this time.

ADJOURNMENT:

President Parmarter adjourned the meeting at 8:05 p.m.

Respectfully submitted,

Kathlyn M. Hinkle
Clerk of the Board