

**REGULAR/REORGANIZATIONAL MEETING  
WEDNESDAY, JULY 7, 2016**

**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, James Douglas, John Belokur, Gary Henry and Brent Doane; as well as member elects Michael Blake and Hannah Murray.

At 6:30 p.m., Holly Carling, Director of Special Education, entered the meeting to discuss the CSE/CPSE reports. Mrs. Carling exited at 6:36 p.m.

**AUDIT COMMITTEE SESSION:**

At 6:36 p.m., the audit committee met for a report from Mr. Jerry Mickelson, of the firm INSERO & Co. All board members listed above were present as well as Superintendent Kisloski and Business Manager/Treasurer Sydney Wade. Mr. Mickelson and Mrs. Wade exited at 6:52 p.m.

At 7:00 p.m., Superintendent Kisloski called the meeting to order. All board members listed above were present, as well as: Superintendent Jeffrey Kisloski, Jr/Sr High School Principal Wayne Aman, Director of Curriculum & Instruction Kimberleigh Nichols, Elementary Principal Kathryn Volpicelli, Director of Special Education Holly Carling, Director of Operations Bern Smith and Board Clerk Kathlyn Hinkle. The Pledge of Allegiance was said to begin regular session.

**BOARD MEMBER ADMINISTERED OATH OF OFFICE:**

Superintendent Kisloski administered the Oath of Allegiance to newly elected Board Members Michael Blake and Hannah Murray.

**REORGANIZATION:**

**Raymond Parmarter Elected Board President:**

Michael Blake nominated Raymond Parmarter for Board President for the 2016-2017 school year. John Belokur seconded the nomination. A roll call vote was taken: Ayes 7 (Blake, Murray, Douglas, Parmarter, Doane, Henry, Belokur); Nays 0. The motion carried unanimously. The Oath of Allegiance was administered to Mr. Parmarter by Superintendent Kisloski.

**Brent Doane Elected Board Vice-President:**

Motion was made by James Douglas, seconded by Michael Blake, nominating Brent Doane as Vice-President for 2016 - 2017 school year. Motion was carried unanimously: 7 Ayes (Blake, Murray, Douglas, Parmarter, Doane, Henry, Belokur), Nays 0.

Motion was made by James Douglas, seconded by Brent Doane 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 2016 - 2017.

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 2016 - 2017.

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 2016 - 2017.

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**District Attorney(s) Appointed:**

RESOLVED, that for the fiscal year 2016 – 2017, 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 2016 - 2017.

**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 2016 - 2017 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 2016 - 2017, 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 2016 - 2017.

**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 2016 - 2017 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 0.54 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.

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**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 2016 - 2017 fiscal year.

**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 2016 - 2017 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:

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 2016 - 2017 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 2016 - 2017.

**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 2016 - 2017.

**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 2016 - 2017 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 2016 - 2017.

**Claims Auditor Appointed:**

RESOLVED, that Kathlyn M. Hinkle is appointed as Claims Auditor for the Candor Central School District for the fiscal year 2016 - 2017.

**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 2016 - 2017.

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**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 2016 - 2017.

**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 2016 - 2017.

**Insurance Consultant:**

RESOLVED, that Mang Insurance Agency is designated as insurance consultant for the fiscal year 2016 - 2017.

**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 2016 - 2017 at a fee not to exceed \$18,000.00.

**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 2016 - 2017.

**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 2016 - 2017.

**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: John Belokur

Harold E. Jansen Memorial Scholarship Committee: James Douglas

Francia M. King Memorial Scholarship Committee: Hannah Murray

Maurice Marks Memorial Scholarship Committee: Gary Henry

**Appoint the following Special Education Committee for the 2016 - 2017 school year:**

School Psychologist: Alison Senter

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 2016 - 2017 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 2016 - 2017 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 2016 - 2017 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 2016 - 2017.

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**Fee for Faxing Documents:**

RESOLVED, that the fee for faxing documents be set at One Dollar (\$1.00) per page for the fiscal year 2016 - 2017.

**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 \$10.00 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.

**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 2016 - 2017 school year.

Non-resident students wishing to enroll in the Candor Central School District for the 2016 - 2017 school year will follow District procedures to request non-resident student status and, if approved, will pay tuition established yearly at the District Reorganizational Meeting in July. Non-resident students of full-time faculty or staff wishing to enroll for the 2016 - 2017 school year shall pay tuition equal to 50 percent of the annually established rate for Grades 1-12.

Superintendent Kisloski added that the full-time faculty or staff tuition fees will be capped at \$1,500.00. A Memorandum of Understanding regarding this information will be added to the Candor Faculty Association contract and the Candor Employees Unit Contract.

For the 2016 - 2017 school year, the non-resident student rates, taken from the New York State Education Department Office of Financial Services Actual Non-Resident Tuition Report (NRT) as of July 1, 2016 are as follows:

Grade Level of Pupil	Regular Education Tuition	Special Education Tuition 60%
Full Day K-6	\$ 3,972	\$ 12,778
Grades 6-12	\$ 7,209	\$ 14,720
*Post Graduates	\$ 8,824	n/a

\*Instructional expenses cost per pupil taken from previous year's School District Report Card; enrollment at the discretion of the High School Principal and Superintendent of Schools; not subject to previous enrollment clause in paragraph 2 above.

All other aspects of policy 7131 remain in effect, as do all of the District's procedures for the approval and enrollment of non-resident students.

**Title IX Compliance Officer Appointed:**

RESOLVED, that the Director of Special Education/Special Services hereby is appointed Title IX Compliance Officer for the 2016 - 2017 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.

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### 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 Hannah Murray, to accept the CSE/CPSE Reports, as presented. The motion carried unanimously, with Brent Doane abstaining.

### MINUTES APPROVED:

A motion was made by Gary Henry, seconded by John Belokur, to approve the minutes of the regular meeting held on June 16, 2016, as presented. The motion carried unanimously, with Brent Doane abstaining.

### TREASURER'S REPORT ACCEPTED:

A motion was made by James Douglas, seconded by Brent Doane, to approve the Treasurer's Report for the months of May, as presented. The motion carried unanimously.

### RECOGNITION OF VISITORS:

President Parmarter recognized the visitor present, Mr. Roy Yarrington. Mr. Yarrington expressed his concern regarding the trees and plaques that have already been or will need to be removed due to the construction. Raymond Parmarter, James Douglas and Bern Smith assured Mr. Yarrington that the District is doing all that they can to work with the families regarding the trees and plaques.

### CONSENT AGENDA:

Upon the recommendation of Superintendent Kisloski, a motion was made by James Douglas, seconded by Hannah Murray, to approve the following personnel appointments and various Consent Agenda items as presented:

#### Recommended Appointments:

##### Social Studies Teacher Appointed:

Approve the appointment of **Ryan Meigs**, as High School Social Studies Teacher, effective July 1, 2016, with salary and benefits in accordance with the 2016-2017 Candor Faculty Association Contract.

##### Extra-Curricular Appointments:

Approve the appointment of the following individuals for the 2016-2017 school year with salaries in accordance with the 2016-2017 Extra-Curricular Pay Schedule:

- 1.) *Volunteers:* **Brent Doane** – Modified Soccer
- 2.) **Ricky Lindblad** – Varsity Assistant Football Coach
- 3.) **Gino Martone** – Varsity Assistant Football Coach

##### Summer Worker Appointed:

Approve the appointment of **Hunter Aman**, as a Summer Worker for the Summer of 2016, effective July 5, 2016 (retroactive), with salary at \$9.00/hr for hours worked, no benefits. (Miss Aman will be replacing Alexandra Aman.)

##### Milk & Ice Cream Bids 2016-2017:

One (1) bid was submitted to DCMO BOCES for the 2016-2017 milk bid. The bid received was from Balford Farms.

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Three (3) bids were submitted to DCMO BOCES for the 2016-2017 ice cream bid. The bids received were from Huff Ice Cream, Perry's Ice Cream, and Hershey Ice Cream.

Upon the recommendation of Brian Lanphere, Cafeteria Manager, approve Balford Farms as the 2016-2017 vendor for milk and Perry's Ice Cream as the 2016-2017 vendor for ice cream.

The motion for all Consent Agenda items carried unanimously.

### Jr/Sr High School Principal Wayne Aman reported to the Board:

Mr. Aman stated that graduation went very well; he has heard a lot of nice reviews.

He informed the Board that he had good news regarding the regents exams, the District had an 83% pass rate for the recent Chemistry exam.

Mr. Aman gave an update on the sports merger. He stated that there has been a lot going on. They have worked out the transportation aspects and are still discussing where games and practices will be held, and have hired the coaches. He stated that a lot of the teams have met.

Mr. Aman stated that as a result the merger, the District has amended the Athletic Code of Conduct. Both Districts, Candor and Spencer-Van Etten, will follow the same rules and regulations. The administrators, coaches and staff that worked on new Code of Conduct largely focused on the procedures regarding the use of illegal substances, as well as the Social Media procedures.

Mr. Aman informed the Board that there will be a "Meet the Coaches Night" on August 19<sup>th</sup> at Candor School, and a "Meet the Teams Mixer" on August 13<sup>th</sup> at Nichols Park in Spencer. The first practices are scheduled for August 15<sup>th</sup>.

### Elementary Principal, Katie Volpicelli, reported to the Board:

Mrs. Volpicelli stated that it has been a busy summer; the Elementary is already looking at the calendar for the next year.

She commented that during the recent Project Base Learning program, it was really inspiring to see what the faculty is creating.

Mrs. Volpicelli added that she is looking forward to the Discovering Leadership retreat at Minnowbrook.

### Director of Curriculum & Instruction, Kimberleigh Nichols, reported to the Board:

Mrs. Nichols stated that she appreciates the time with the faculty and staff.

### Director of Operation, Bern Smith, reported to the Board:

Mr. Smith updated the Board on the construction project. He stated that there is a lot of work ahead. NYSEG has been in the District to move the pole by the Elementary building. Nagel Athletic Surfaces has re-surfaced the track. The construction crew is currently working on the water collection system.

### Director of Special Education's Report to the Board:

Mrs. Carling's report to the Board consisted of the recent meeting numbers, including number of students by group and the numbers for parental presence.

Mrs. Carling gave a presentation, including a slide show that explained the CSE process and timelines and what the staff does to prepare for before, during and after a meeting. She also explained the differences between CSE, CPSE, and 504 classifications.

Mrs. Carling thanked CSE Administrative Assistant Cyndi Forbes for all of her help with creating the slideshow and the presentation.

James Douglas commented that he had no idea so much was involved in the CSE meeting process.

### The Network Administrator's Log for June 2016 was submitted.

### Superintendent Jeffrey Kisloski summarized his report to the Board:

Mr. Kisloski stated that the Project Based Learning program exceeded last year's.

He informed the Board that he will be attending meetings at TST BOCES in regards to their upcoming Capital project. He stated that they will be going through everything. TST BOCES consists of 9 component Districts, which include Candor, Groton, Dryden, Lansing, Ithaca, South Seneca, Trumansburg, Newfield, and George Jr. Republic.

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Mr. Kisloski stated that representatives from each component are invited to attend the meetings, but not all have attended. He informed the Board that they have discussed security at the campus, adding that he has informed them that he endorses anything that makes the campus more secure. He stated that the project is only in the preliminary stages.

**BOARD COMMENTS:**

Michael Blake thanked everyone for letting him come back. He stated the he is looking forward to serving on the Board again.

James Douglas commented that it has been a wonderful year and his looking forward to one more year on the Board.

John Belokur commented that Holly Carling did a great job with her presentation. He stated that, as a parent, he is very grateful for Mrs. Carling and the Special Education faculty and staff. He commented to Wayne Aman that he did a great job in finding a solution to the issue of low grades in Chemistry regents exams that has been an issue in previous years.

Brent Doane thanked everyone for doing a great job this year. He welcomed back Michael Blake, and welcomed Hannah Murray.

Raymond Parmarter welcomed Hannah Murray to the Board.

**VISITORS RECOGNIZED:**

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

**ADJOURNMENT:**

President Parmarter adjourned the meeting at 8:55 p.m.

Respectfully submitted,

Kathlyn M. Hinkle  
Clerk of the Board