

**FILLMORE CENTRAL SCHOOL DISTRICT**  
**PO Box 177, 104 West Main St.**  
**Fillmore, NY 14735**

**Reorganizational Meeting Agenda**

*Wednesday, July 14, 2020 @ 6:30 pm*  
*Media Center - C220*

<b>FUTURE MEETINGS</b>	
<b>August 23, 2021</b>	<b>Board Meeting – 6:30 PM</b>
<b>September 16, 2021</b>	<b>Board Meeting – 6:30 PM</b>

Meeting called to order at 6:33 pm by Marcus Dean.

**PLEDGE OF ALLEGIANCE**

**Board Members:**

Dr. Marcus Dean  
Paul Cronk  
Faith Roeske, Board Member  
Sara Hatch, Board Member  
Matt Hopkins, Board Member  
Susan Abbott, District Clerk

**ADMINISTRATION:**

Michael Dodge, Superintendent  
Joseph Butler, Business Manager  
Chelsey Aylor, PK-6 Principal/Director of Curriculum & Instruction  
Eric Talbot, 7-12 Principal  
Betsy Hardy, Director of Technology - Absent

- 1. PRELIMINARY MATTERS/PUBLIC COMMENT – NONE**
- 2. PROGRAMS/PRESENTATIONS - NONE**
- 3. ADMINISTRATION OF OATH TO NEWLY ELECTED BOARD MEMBERS**

Newly elected Board of Education member Faith Roeske took the Oath of Faithful Performance.

**4. ELECTION OF OFFICERS**

- 4.1 Motion M. Hopkins, second P. Cronk to elect Marcus Dean as Board president.

5 - Aye   0 - Nay   Motion Carried

4.2 Motion S. Hatch, second M. Hopkins to elect Paul Cronk as Board Vice President.

5- Aye 0 - Nay Motion Carried

**5. ADMINISTER OATH OF FAITHFUL PERFORMANCE IN OFFICE TO THE SUPERINTENDENT, PRESIDENT AND VICE-PRESIDENT.**

- Newly elected Board President Marcus Dean took the Oath of Faithful Performance.
- Newly elected Board Vice President Paul Cronk took the Oath of Faithful Performance.
- District Superintendent Michael Dodge took the Oath of Faithful Performance.

**6. APPOINTMENT OF OFFICERS**

6.1 Motion S. Hatch, second F. Roeske to appoint Susan Abbott as District Clerk.

5 - Aye 0 - Nay Motion Carried

6.2 Motion M. Hopkins, second S. Hatch to appoint Brenda Nolan as District Treasurer.

5 - Aye 0 - Nay Motion Carried

6.3 Motion P. Cronk, second M. Hopkins to appoint Lynette Folts as Deputy Treasurer.

5 - Aye 0 - Nay Motion Carried

6.4 Motion F. Roeske, second S. Hatch to appoint Dawn Bentley as Tax Collector.

5 - Aye 0 - Nay Motion Carried

6.5 Motion S. Hatch, second P. Cronk to appoint Heidi Rose as Claims Auditor.

5 - Aye 0 - Nay Motion Carried

6.6 Motion M. Hopkins, second F. Roeske to appoint Michelle Harding as Deputy Claims Auditor.

5 - Aye 0 - Nay Motion Carried

**7. DESIGNATIONS**

7.1 Motion F. Roeske, second P. Cronk to appoint the following bank(s) as the official depository of funds:

Community Bank NA  
Chase Investment  
NY Class Investment

5 - Aye 0 - Nay Motion Carried

- 7.2 Motion P. Cronk, second S. Hatch to designate the following newspaper as the official newspaper of the district:

Olean Times Herald

5 - Aye 0 - Nay Motion Carried

- 7.3 Motion M. Hopkins, second S. Hatch to approve the following as regular meeting dates of the Fillmore Central School District Board of Education, tentatively scheduled on the third Thursday of each month at 6:30 PM.

August 19, 2021	February 17, 2022
September 16, 2021	March 17, 2022
October 21, 2021	April 21, 2022
November 18, 2021	May 19, 2022
December 16, 2021	June 16, 2022
January 20, 2022	

5 - Aye 0 - Nay Motion Carried

**8. AUTHORIZATIONS**

- 8.1 Motion F. Roeske, second P. Cronk to appoint Michael Dodge as Payroll Certification Agent.

5 - Aye 0 - Nay Motion Carried

- 8.2 Motion M. Hopkins, second P. Cronk to appoint Chelsey Aylor as Designated Educational Official (DEO).

5 - Aye 0 - Nay Motion Carried

- 8.3 Motion F. Roeske, second M. Hopkins to appoint Priscilla Beardsley as the Reviewing and Verification Official for the Federal Child Nutrition Program.

5 - Aye 0 - Nay Motion Carried

- 8.4 Motion S. Hatch, second F. Roeske to appoint Joseph Butler as Hearing Official for the Federal Child Nutrition Program.

5 - Aye 0 - Nay Motion Carried

- 8.5 Motion P. Cronk, second S. Hatch to appoint the District Superintendent as authorized to approve all conferences, conventions, and workshop attendance for staff with expenses.

5 - Aye 0 - Nay Motion Carried

- 8.6 Motion P. Cronk, second M. Hopkins to appoint the District Superintendent as authorized to apply for Grant in Aid (State and Federal) as appropriate.

5 - Aye 0 - Nay Motion Carried

- 8.7 Motion S. Hatch, second M. Hopkins to appoint the District Superintendent as authorized to approve budget transfers up to \$100,000 within limits prescribed by Commissioner’s Regulation Section 170.2 and Board guidelines.

5 - Aye 0 - Nay Motion Carried

**9. OTHER ITEMS**

- 9.1 Motion F. Roeske, second S. Hatch to approve the mileage allowance for 2021-2022 as being the established IRS rate as amended from time to time.

5 - Aye 0 - Nay Motion Carried

- 9.2 Motion P. Cronk, second M. Hopkins to approve School Breakfast and Lunch Prices for 2021-2022 as follows:

\*These prices are for a second breakfast or lunch\*

Student Breakfast	\$	1.30
Student Lunch (K-6)	\$	2.00
Student Lunch (7-12)	\$	2.10

5 - Aye 0 - Nay Motion Carried

- 9.3 The next regular meeting is scheduled for August 23, 2021 at 6:30 pm.

**10. DISCUSSION/WORK SESSION:**

- 10.1 Administrators’ Reports:

Mrs. Aylor, PK-6 Principal

- Mrs. Aylor discussed the survey they sent to staff about ideas for improvement leading into the new school year. Mrs. Aylor stated that district behavioral expectations was one of the topics that emerged. Mrs. Aylor shared that the group met again on July 7, 2021 and finalized the pillars which will be the foundation of district behavior management, PBIS and character education.
- Mrs. Aylor shared that the other areas of improvement that we will be focusing on over the summer and upcoming school year include RTI, Social Emotional Learning, and the creation of new homework guidelines.
- Mrs. Aylor stated that summer school is off to a great start with 30 students attending from grades kindergarten to second grade.
- Mrs. Aylor shared that each day when she takes breakfast up to the 3<sup>rd</sup> & 4<sup>th</sup> grade STEAM camp she has to complete a challenge before she can leave.

Mr. Eric Talbot, 7-12 Principal

- Mr. Talbot shared that graduation went very well with the weather cooperating to have it outside. He also stated that the students and parents were able to watch the senior slide show in the auditorium before graduation.

Mrs. Hardy, Director of Technology

- Mrs. Hardy was absent from the meeting.

10.2 Superintendent's Report: Mr. Dodge

- Mr. Dodge gave an update on Phase II. Mr. Dodge stated that everything was going well and that things are progressing with just a couple of issues. Mr. Dodge has asked the workers over at the new parking lot to not start until 7 am because one of the neighbors has complained about them starting at 6:30 am. Also Mr. Dodge went to talk to one of the residents across from the new parking lot because the one truck driver ran into their lawn and left ruts. Mr. Dodge stated that the ruts will be fixed.

10.3 Work Session

- Mrs. Aylor discussed the changes to the Professional Development document which will be voted on later in the meeting. Mrs. Aylor stated that this document is approved every other year with the only changes being the added trainers and changing the 1:1 technology wording.
- Mrs. Aylor shared the changes to the Mentoring Handbook, which is approved yearly. She stated that the contact information, the map template and the special education regulations were updated.
- Mrs. Aylor discussed several changes to the Elementary Handbook. Items on pages 4, 5, 9, 10, 11, and 12 were updated along with the contacts.
- Mr. Talbot shared the updates to the Secondary Handbook which included updating the guidance counselor and the school calendar.
- Mr. Talbot discussed the changes to the Code of Conduct policy. He stated that the COVID-19 information was removed, updates to some of the consequences were done and that detention will end at 4:30.
- Mr. Talbot stated that the only change to the Athletic Policy was the format.
- Mr. Talbot said he has been working on the Safety Plans for both the District and Buildings. He stated that we need to have a board member sit on the safety committee and he asked if anyone would be interested. Matt Hopkins will be the board representative.
- Mr. Dodge shared that the Amish are building another school in Hume. We are donating lockers and Friendship and West Valley are donating student desks and chairs. He stated that Jamie Mullen is helping them out with the new school.
- Mr. Dodge stated that he has been in contact with the DOT about moving the School Speed Zone signs. He has to complete an application before anything can be moved.
- Mr. Dodge talked about the new parking lot lights. He stated that the architects reassured him the lights will not shine in the neighbors' houses.
- Mr. Dodge shared that there is more money available than expected and that some work that had been removed from the scope can be put back in. One suggestion was tiling the 2<sup>nd</sup> floor d-wing.
- Mr. Dodge discussed the lawyer fees for 2021-2022 from Hodgson Russ in Buffalo which were \$285/hr for partners and goes down from there to \$190/hr for clerks. He also shared the fees from Richardson, Pullen & Buck which are \$160/hr for the attorneys and the paralegals are \$85hr.

- Mr. Dodge said he would like to thank the Board for recognizing the administration for all their hard work this past year. He said they definitely worked more than the standard 40hrs a week last year. The administration ordered some side dishes, a couple main dishes and appetizers and went to Chelsey's house. The bill came to \$210.00.

10.4 Board Dialog

- Dr. Dean was wondering since the Fillmore "beach" is closed to kayakers if there would be a possibility to access the water by the bus garage. We would have to check with the insurance company first but for now the board is going to wait to see what the town or even some of the groups around do as far as access to the river.

**11. BUSINESS/FINANCE**

11.1 Business Administrator's Report

- Mr. Butler shared the Treasurer's report for June and stated that the business office is still in the process of closing out the fiscal year.

11.2 Motion M. Hopkins, second P. Cronk to accept the Treasurer's Reports.

5 - Aye 0 - Nay Motion Carried

**12. EXECUTIVE SESSION**

12.1 Motion by F. Roeske, seconded by S. Hatch for the board to enter into Executive Session at 7:35 pm to discuss matters leading to the appointment and possible employment of personnel along with a labor relations matter consistent with purposes specified in the open meeting law.

5 - Aye 0 - Nay Motion Carried

12.2 Motion by P. Cronk, seconded by S. Hatch for the board to move out of Executive Session at 7:42 pm and regular meeting resumed.

5 - Aye 0 - Nay Motion Carried

\*M. Hopkins left the meeting at 7:42 pm\*

**13. CONSENT VOTE**

13.1 The Board of Education accepts and approves of:

- 13.1.1 The Board of Education accepts and approves of the Board Meeting Minutes of the June 16<sup>th</sup> meeting.
- 13.1.2 The Superintendent recommends the Board approve the 2021-2023 Professional Development Plan.

- 13.1.3 The Superintendent recommends and the Board approves of the 2021-2022 Teacher Mentoring program.
- 13.1.4 The Superintendent recommends the Board of Education approve the 2021-22 Elementary Handbook.
- 13.1.5 The Superintendent recommends the Board of Education approve the 2021-22 Secondary Handbook.
- 13.1.6 The Superintendent recommends the Board of Education approve the 2021-22 Code of Conduct.
- 13.1.7 The Superintendent recommends the Board of Education approve the 2021-22 Athletic Policy.
- 13.1.8 The Board of Education approves the recommendations developed by the CSE/CPSE for special education programs and services from June 17 to July 14, 2021, the BOE hereby approves said recommendations.
- 13.1.9 School Physician: Dr. Douglas Mayhle
- 13.1.10 School Attorney: Richardson, Pullen & Buck P.C.
- 13.1.11 Official Bank Signatories: Brenda Nolan
- 13.1.12 Extra-Curricular Treasurer: Joseph Butler
- 13.1.13 Extra-Curricular Accountant: Lynette Folts
- 13.1.14 Purchasing Agent: Joseph Butler
- 13.1.15 Deputy Purchasing Agent: Michael Dodge
- 13.1.16 Payroll Authorization: Michael Dodge
- 13.1.17 Records Management Officer: Joseph Butler
- 13.1.18 District External (Independent) Auditor: R.A. Mercer
- 13.1.19 District Internal Auditor: CA BOCES Assigned Staff- TBD
- 13.1.20 District Compliance Officer: Chelsey Aylor
- 13.1.21 Homeless Liaison: Kassandra Bailey
- 13.1.22 FOIL Officer: Susan Abbott
- 13.1.23 Asbestos (LEA) Designee: Matt Beardsley

- 13.1.24 School Pesticide Officer: Matt Beardsley
- 13.1.25 Chemical Hygiene Officer: Rachel Coon
- 13.1.26 Copyright Officer: Chelsey Aylor
- 13.1.27 DASA Co-Coordinators: Heidi Stroud (PreK-6), Stephanie Cook (Grades 7-12)
- 13.1.28 Civil Rights Compliance Officer: Chelsey Aylor
- 13.1.29 Title IX Coordinators: Chelsey Aylor and Eric Talbot
- 13.1.30 Execute Contracts on Behalf of the District with BOCES: Michael Dodge
- 13.1.31 Data Protection Officer: Betsy Hardy
- 13.1.32 ESL Coordinator: Krista Lonergan
- 13.1.33 Chief Information Officer: Betsy Hardy
- 13.1.34 Neglected/Delinquent Transition Liaison: Stephanie Cook
- 13.1.35 Foster Care Student Point of Contact: Kassandra Bailey
- 13.1.36 Migrant Student Data Point of Contact: Betsy Hardy
- 13.1.37 CSE Chairperson: Krista Lonergan
- 13.1.38 CSE Alternate: Chelsey Aylor

Motion by S. Hatch                      Seconded by P. Cronk

4 - Aye    0 - Nay    1 – Absent (Hopkins)    Motion Carried

**14. OLD BUSINESS - NONE**

**15. NEW BUSINESS**

- 15.1 Motion by P. Cronk, second by S. Hatch, to appoint the Chief School Officer as the delegate, and the School Business Official as the alternate delegate, to the Board of Directors of the Allegany Cattaraugus Schools Medical Health Plan for the 2021-22 fiscal year.

4 - Aye    0 - Nay    1 – Absent (Hopkins)    Motion Carried

- 15.2 Motion F. Roeske, second S. Hatch to accept the Retainer Agreement between Fillmore Central School and Richardson, Pullen & Buck, P.C. Attorneys at Law for the 2020-2021 fiscal year.

4 - Aye 0 - Nay 1 – Absent (Hopkins) Motion Carried

- 15.3 Motion S. Hatch, second P. Cronk to approve the hourly increase for legal services from Hodgson Russ Attorneys for the 2021-2022 fiscal year.

4 - Aye 0 - Nay 1 – Absent (Hopkins) Motion Carried

- 15.4 Motion P. Cronk, second S. Hatch to approve the following Cooperative Bid Coordination Resolution:

WHEREAS, The Board of Education, Fillmore Central School District of New York State desires to participate in a Cooperative Bidding Program conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties from year to year or, until this Resolution is rescinded, for the purchase of supply of electricity. And...

WHEREAS, The Board of Education, Fillmore Central School District of New York State is desirous of participating with The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties in the joint bid of the commodities and/or services mentioned below as authorized by General Municipal Law, Section 119-o... And...

WHEREAS, The Board of Education, Fillmore Central School District of New York State has appointed The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties as representative to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the Board of Education, Fillmore Central School District of New York State and making recommendations thereon...

THEREFORE...

BE IT RESOLVED, That the Board of Education, Fillmore Central School District of New York State and The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties hereby accepts the appointment of The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters related above... And...

BE IT FURTHER RESOLVED, That the Board of Education Fillmore Central School District of New York State authorizes the above-mentioned Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties to represent it in all matters regarding the entering into contract for the purchase of the below-mentioned commodities and/or services... And...

BE IT FURTHER RESOLVED, That the Board of Education Fillmore Central School District of New York State agrees to assume its equitable share of the costs incurred as a result of the cooperative bidding... And...

**Fillmore CSD Reorganizational Meeting Agenda**

**July 14, 2021**

NOW, THEREFORE, BE IT RESOLVED, That the Business Manager, on behalf of the Board of Education, Fillmore Central School District of New York State hereby is authorized to participate in cooperative bidding conducted by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties for supply of electricity and if requested to furnish The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties an estimated minimum number of units that will be purchased by The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties. The Board of Cooperative Educational Services of Ontario, Seneca, Wayne and Yates Counties is hereby authorized to award cooperative bids to the bidder deemed to be the lowest responsive and responsible meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts.

4 - Aye 0 - Nay 1 – Absent (Hopkins) Motion Carried

- 15.5 Motion F. Roeske, second P. Cronk to approve a contract between Fillmore Central School and Brandi Duvall to provide occupational therapy services for our students from 07/01/2021 – 06/24/2022 at a rate of \$60 per individual, 30-minute session.

4 - Aye 0 - Nay 1 – Absent (Hopkins) Motion Carried

- 15.6 Motion F. Roeske, second S. Hatch to approve a contract between Fillmore Central School and Candy Hodnett to provide physical therapy services for our students from 07/01/2021 – 06/24/2022 at a rate of \$50 per individual, 30-minute session.

4 - Aye 0 - Nay 1 – Absent (Hopkins) Motion Carried

**16. EXECUTIVE SESSION - NONE**

**17. PERSONNEL**

- 17.1 Motion by P. Cronk, second by F. Roeske, to approve the following Coaching/Advisor Appointments for 2021-2022:

ARCHERY CLUB	BOYS/GIRLS	ADVISOR 1	Danielle Newman
TRACK	BOYS/GIRLS	ASSISTANT	Michael Raybuck

4 - Aye 0 - Nay 1 – Absent (Hopkins) Motion Carried

- 17.2 Motion by S. Hatch, second by F. Roeske, to approve the following Non-Instructional Appointments:

<b>NAME</b>	<b>POSITION</b>	<b>EFFECTIVE DATE</b>
Monica Murphy	Bus Driver	Retro-active to 7-1-21
Stephanie Saylor	Food Service Helper	8-30-21

4 - Aye 0 - Nay 1 – Absent (Hopkins) Motion Carried

17.3 BE IT RESOLVED, upon the motion of P. Cronk and second of F. Roeske that the Board of Education, in accordance with the Superintendent's July 1, 2018 Contract, hereby authorizes the Board President to execute the Amendment to the Superintendent's Contract setting forth modified terms and conditions in paragraph 3a, as a result of the Superintendent achieving a satisfactory performance evaluation by the Board of Education during the 2020-21 school year.

4 - Aye 0 - Nay 1 – Absent (Hopkins) Motion Carried

**18. ADJOURNMENT**

18.1 Motion F. Roeske, second S. Hatch that the board adjourn the meeting at 7:45 pm.

4 - Aye 0 - Nay 1 – Absent (Hopkins) Motion Carried

Respectively submitted,

Susan Abbott  
District Clerk