

**Sherman Central School  
Board Of Education  
ORGANIZATIONAL MEETING  
Followed by REGULAR BOARD MEETING  
July 14, 2010**

**TIME & PLACE:** Board Room # 118

**PRESIDING:** Tracie Cederquist, District Clerk

**MEMBERS PRESENT:** Brian Bates, Randall Boland, Gary DeLellis, Colleen Meeder

**OTHERS PRESENT:** Thomas Schmidt, Kaine Kelly, Kim Oehlbeck, Tracie Cederquist, Christine Burdick, Melissa Lyon

The district clerk called the meeting to order at 5:32 PM. The pledge of allegiance was recited and board member roll call was taken with 4 members present.

**ORDER  
PLEDGE  
ROLLCALL**

The Oath of Office was administered to Melissa Lyon as newly elected board member for a 5-year term ending 6/30/2015.

**NEW MEMBER  
(BATES)**

The Oath of Office was administered to Thomas Schmidt as Superintendent of Schools for the district for the 2010-11 academic year.

**OATH OF OFFICE  
SUPT.**

A call for nominations for President of the Board of Education was made. G. DeLellis to keep the officer slate the same, second by R. Boland. Closed nominations and Colleen Meeder - President and Gary DeLellis- Vice President were re-elected unanimously. Administered Oath of Office to Mrs. Meeder who then presided over the remainder of the meeting.

**BOE PRESIDENT  
(C. MEEDER)**

B. Bates moved to adopt a resolution to have the Vice President act in behalf of the president in her absence. Second by R. Boland, carried unanimously. Administered the Oath of Office to Mr. DeLellis.

**BOE VICE  
PRESIDENT  
(G. DELELLIS)**

R. Boland moved to approve the following annual appointments for the 2010-11 school year, effective July 1, 2010:

**ANNUAL  
APPOINTMENTS**

- a) Purchasing Agent .....Thomas Schmidt, Supt.
- b) Records Management Officer .....Shawn McKane (\$1,200)
- c) District Clerk .....Tracie Cederquist
- d) District Treasurer .....Kimberly Oehlbeck
- e) Extra Curricular Treasurer .....Susan Hayes
- f) Tax Collector .....JP Morgan/Chase Bank
- g) School Attorney .....Lundberg & Gustafson  
.....Harris Beach
- h) School Physician .....Westfield Family Physicians(\$7,800)
- i) Fire Inspector .....Kevin Cole (\$300)
- j) Internal Claims Auditor .....Pam Fisher
- k) Alternate Internal Claims Auditor .....Tracie Cederquist
- l) Treasurer of Petty Cash.....Thomas Schmidt, Supt.
- m) Maintain Cash Receipt Log .....Tracie Cederquist
- n) Merchandise Receipt Clerk.....Danielle Latta
- o) Summer Merchandise Receipt Clerk .....Susan Hayes
- o) Workers Compensation Designee .....Kim Oehlbeck
- q) Substitute Call Personnel .....Susan Hayes
- r) AED Maintenance Personnel .....Deanie Thorsell (\$600)
- s) Financial Bond Counsel .....Bernard P. Donegan, Inc.
- t) Legal Review Bond Company .....Tim McGill Law Offices

Second by G. DeLellis, carried 5-0.

Administered Oath of Office to Kimberly Oehlbeck – District Treasurer, and Tracie Cederquist – District Clerk.

**OATH OF OFFICE,  
TREASURER &  
CLERK**

B. Bates moved to approve the following contracted services for the 2010-11 school year, effective July 1, 2010:

**APPROVE  
CONTRACTED  
SERVICES**

<b>Vendor</b>	<b>Service Provided</b>	<b>Annual Cost</b>
Bahgat & Laurito-Bahgat	Internal Auditor	3,000.00
Michael Corey, CPA	Independent Auditor	9,875.00

Simplex/Grinnell	Alarm System/Sound & Communication	4,690.00
MacSource	Telephone Service	\$6,652.80
Office Equipment Finance Co	Copier Lease (2 machines) - \$492.40 @ 39 payments	5,908.80
Office Equipment Finance Co	Copier Lease (1 machine) - \$394.14 @ 36 payments	4,729.68
Pitney Bowes	Postage Meter Rental - \$340.00/Qt.	1,360.00
Health Economics Group	Flex Plan	\$3.00/month/employee enrolled
Health Economics Group	105H – Teaching Staff Only	\$1.50/month/enrollee
Jochum Business System	Cash Register Maintenance	\$240.00
Strate Welding	Welding Cylinders	\$324.00
Legend Group	403-b and 457 retirement planning	\$750 plus \$100/vendor +\$1/participant/mo.
Advantage Sports	Fitness Equipment	\$499.50
Otis	Elevator Maintenance	Capped @ \$5,000
Pupil Benefits	Student Insurance	\$14.01/Student

Second by C. Meeder, carried 5-0.

M. Lyon moved to authorize the business manager/district treasurer to pay salaries and all utilities when due. The superintendent will approve each payroll roster. Second by B. Bates, carried 5-0.

G. DeLellis moved to re-establish a uniform system of accounts and treasurer's receipts for the 2010-11 school year. Second by R. Boland, carried 5-0.

B. Bates moved to re-establish a petty cash fund of \$100 for the General Fund and \$175 for the School Lunch Fund. Second by M. Lyon, carried 5-0.

G. DeLellis moved to purchase a blanket bond for all school employees (\$100,000) with an extra stipulation for district treasurer, extra-curricular treasurer, internal claims auditor, superintendent, board members, and school tax collector in the amount of \$1,000,000, provided by Utica National. Second by B. Bates, carried 5-0.

R. Boland moved to designate the following as official depositories for the district funds: Community Bank, N.A., JP Morgan/Chase & Co., MBIA/NY Class, Inner Lakes Federal Credit Union, and HSBC. Second by G. DeLellis, carried 5-0.

R. Boland moved to reimburse mileage at the Federal IRS rate which is currently \$.50/mile. Second by G. DeLellis, carried 5-0.

R. Boland moved to designate the Jamestown Post Journal as the district's official newspaper. Second by C. Meeder, carried 5-0.

R. Boland moved to establish the following dates for regular board of education meeting for the 2010-11 academic year with starting time at 5:30 PM:

**ESTABLISH BOE MEETING DATES**

July 14, 2010 (Organizational Meeting and Regular Meeting)	January 12, 2011
August 11, 2010	February 9, 2011
September 8, 2010	March 9, 2011
October 13, 2010	April 13, 2011
November 10, 2010	May 11, 2011
December 8, 2010	June 8, 2011

Second by M. Lyon, carried 5-0.

R. Boland moved to reaffirm the board policies, bylaws, and code of ethics adopted by the board of education. Second by B. Bates, carried 5-0.

**REAFFIRM POLICIES AND BYLAWS**

M. Lyon nominated G. DeLellis to represent Sherman at state and county board meetings as a voting delegate with alternate delegate being R. Boland. Nominations closed and second by B. Bates, carried unanimously.

**CO. & STATE VOTING DELEGATE & ALTERNATE**

R. Boland moved to give the authority to the superintendent to send board of education members, teachers, and staff members to conferences, meetings, training, etc... with expenses, in accordance with school board policy, within budget constraints, and according to all contracts. Second by G. DeLellis, carried 5-0.

**SUPT. AUTHORITY TO SEND STAFF TO MEETINGS...**

R. Boland moved to approve the attached fee schedule for the 2010-11 school year with final approval from the superintendent. Second by G. DeLellis, carried 5-0. (Attached)

G. DeLellis moved to establish the following breakfast and lunch prices for the 2010-11 school year:

	<b>Breakfast</b>	<b>Lunch</b>
Reduced	\$.25	\$.25
K-6	1.00	\$1.50
7-12	1.00	\$1.60
Teachers	---	\$3.25

Second by B. Bates, carried 5-0.

R. Boland moved to authorize the superintendent to approve all budget transfers with copies made available to the board. Second by M. Lyon, carried 5-0.

B. Bates moved to require the following to complete a conflict of interest disclosure statement indicating whether they have nothing to disclose or listing any significant financial interests, businesses, and other non-profit affiliations related to the Sherman Central School District: All school board members, school superintendent, school principal, business manager/district treasurer, district clerk, and department heads. Second by G. DeLellis, carried 5-0.

R. Boland moved to establish a Wall of Fame committee to be appointed annually with William Wiggers as the 2010-11 chairman. Second by C. G. DeLellis, carried 5-0.

G. DeLellis moved to recertify the School Based Planning & Shared Decision Making Plan. Second by C. Meeder, carried 5-0.

G. DeLellis moved to approve the substitute bus driver rate of pay at \$12.80 per hour. Second by B. Bates, carried 5-0.

C. Meeder moved to approve the attached resolution for joint bidding of commodities with the Erie 2 - Chautauqua-Cattaraugus County BOCES, Second by B. Bates, carried 5-0.

R. Boland moved to increase the certified substitute teacher pay rate to \$75.00 per day. Non-certified substitutes will remain at \$65.00 per day. Second by B. Bates, carried 4-1 (G. DeLellis).

B. Bates moved to approve the reimbursement for the cost of fingerprint clearance (\$94.25), to board approved volunteers who work with athletic teams or extra-curricular activities upon completion of that activity. Second by M. Lyon, carried 5-0.

**APPROVE REIMBURSEMENT OF FINGERPRINT CLEARANCE COST**

6:10 PM - Brief recess before continuing to regular order of business. Back in session @ 6:17 PM.

**RECESS**

B. Bates moved to approve the minutes of the regular June 21, 2010 meeting. Second by R. Boland, carried 5-0.

**APPROVE MINUTES**

B. Bates moved to approve the cash disbursements for the period ending 6/30/10. Second by M. Lyon, carried 5-0.

**APPROVE CASH DISBURSE.**

G. DeLellis moved to approve the treasurer reports for the period ending 6/30/10. Second by B. Bates, carried 5-0.

**APPROVE TREAS. REPORTS**

Mr. Schmidt, Superintendent reported on final project purchases: electronic sign, additional lines on gym floor and finish coat, art room cabinets, fitness room mirror, replacements classroom desks and chairs, restoration work on tech room wall, sound system in auditorium. The school rank information was distributed from the Business First report. Social Studies will be the next area of focus for curriculum work. The ranking of 29<sup>th</sup> he attributed to dedicated teachers, hard working students and good families who support their child's education. Mr. Schmidt and Mr. Kelly attended a conference where the State Education Commission spoke regarding changes in the cut scores. The new tests will be longer and more rigorous beginning next year. In order for students to succeed in college, they will need to receive an 80% or higher on Regents tests. Our AIS program will assist our students in this area. The new driver ed car will cost the district about 10% after receiving State aid.

**SUPERINTENDENT REPORT**

Mr. Kelly, Principal, reported on the breakdown of the Class of 2010. The trend in attendance of graduates in a 4 year college has been boosted in the last 2

**PRINCIPAL REPORT**

years. Test prep for SAT's will be targeted next year to gain higher results. Regents exam information was circulated. The revised Student Handbook and Teacher Handbook were distributed and will be accepted at the next board meeting. The Wall of Fame application deadline will be set for September 1<sup>st</sup>. The first year 5 will be inducted with 3 inducted each year following. The Induction Dinner is being planned at Celebration Hall in Mayville. Posters and applications will be available soon. Driver Education is being reviewed whether to just offer during the school year or just during the summer. Currently summer school tuition for senior high students is paid by the district, with transportation being paid by the student's family.

Mrs. Oehlbeck, District Treasurer, informed the board of education that the audit will begin on July 19<sup>th</sup>, Michael Corey, CPA. She asked the board if there were any questions regarding the claims auditor reports - there were none.

G. DeLellis moved to approve the following CSE placements as per the recommendation of the CSE chair:

<b>Student Number</b>	<b>Program</b>
20038	Special Class 6:1:1, Counseling 1x30 group/wk, Counseling 1x30 individual/wk
20314	Consultant Teacher Indirect ELA, Consultant Teacher Indirect Science, Consultant Teacher Indirect SS, Consultant Teacher Direct Math, Assistant teacher 5x40 SS
20099	Summer Services: Special Class 12:1:3:1, Aide(full day), OT 2 x 30 individual/wk, PT 3 x 30 individual/wk, Speech 3 x 30 individual/wk Vision Consult 1hr bi-weekly
20313	Special Class English 15:1, Special Class Math 15:1, Consultant Teacher SS, Consultant Teacher Science

Second by B. Bates, carried 5-0.

R. Boland moved to approve the following extra-curricular staffing/coaching roster for the 2010-11 school year:

**EXTRA-CURR.  
STAFFING**

<b>STAFFING DESCRIPTION "COACHING"</b>	<b>STAFF MEMBER</b>
Baseball	Fisher
Basketball Boys' Varsity	Emory
Basketball Boys' JV	Swanson, R.
Basketball Boys' 7th Grade	Damcott
Basketball Boys' 8th Grade	Damcott
Basketball Girls' Varsity	Swanson, M.
Basketball Girls' JV	Tewinkle
Basketball Girls' 7th Grade	Swanson, M.
Basketball Girls' 8th Grade	Swanson, M.
Cheerleading Basketball	Bates
Cheerleading Football	Martin, M.
Cross Country	Downey
Football Varsity	Calzone
Football Assistant	Krenzer, R.
Football JV	Emory
Football Assistant (JV)	Krenzer, A
Golf	Swanson, M.
Intramural Golf	Deering
Softball Varsity	Bestine
Volleyball Boys' Varsity	Damcott
Volleyball Girls' Varsity	Burns

Volleyball Girls' JV	Eckwahl
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<b>"ADVISORY DUTIES"</b>	<b>STAFF MEMBER</b>
Athletic Director	Swanson
Audio Visual Director	TBA
Class Advisor - 2011 (2)	Palmatier Minton
Class Advisor - 2012 (2)	Graham Zarpentine
Class Advisor - 2013 (2)	Croscut Croscut
Class Advisor - 2014 (2)	Emory TBA
FFA Advisor	Maleski
Graphic Design Specialist	Hawkins
Hall Monitor 7:35-7:50 AM (2)	Fisher Deering
High School Bowl Advisor	Beimel
Marching Band	Minton
National Honor Society	Beimel
Noon Hour Supv. Jr Hi	Emory
Noon Hour Supv. Sr Hi	Damcott
Play Director	Keating
Public Information Officer	Warren
Stage Manager	McKane
Student Council Advisor	Damcott
Yearbook Advisor	Brink
Yearbook Assistant	McCray

**APPOINT  
SPECIAL  
EDUCATION**

Second by M. Lyon, carried 4-0-1 (B. Bates)

B. Bates moved to appoint Kristy Collver who is initially certified in special education (1-12), childhood education (1-6) and English language arts (7-12) to a probationary position in the special education tenure area for a probationary period commencing on September 1, 2010 and ending on August 31, 2013. Mrs. Collver will be placed on Step 1 Masters for the 2010-11 school year of the current negotiated contract. Second by M. Lyon, carried 5-0.

R. Boland moved to suspend the regular order of business to enter into executive session to discuss personnel at 7:25 PM. Second by G. DeLellis, carried.

The regular meeting resumed at 8:00 PM.

G. DeLellis moved to adjourn the meeting at 8:01 PM. Second by R. Boland, carried unanimously.

Respectfully submitted,

Tracie Cederquist  
District Clerk