

Fabius-Pompey Central School District  
Board of Education Meeting

**MINUTES**

Monday, July 2, 2018

High School Library

4:30 p.m. – Public Hearing on the Code of Conduct on School Property and Dignity for All Students Act /  
Board of Education Organizational and Special Meetings

**Amended Sections 6.F., 6.G., 12.A.1).F., 12.A.1).G., 12.A.2).L.**

**PRESENT:** Andrew Aiken, Board Member  
Eric Exelby, Board Member  
William Heselden IV, Board Member – entered the meeting at 5:05 p.m.  
Sheila Larkin, Board Member  
Donald Neugebauer, Board Member  
John Repak, Board Member  
Carlena Wallace, Board Member

**ALSO PRESENT:** Timothy Ryan, Superintendent of Schools  
Peter Mahunik, Business Administrator  
Kevin Linck, Middle School-High School Principal  
Chantal Corbin, Elementary School Principal  
Jean Gasparini, Clerk of the Board  
1 Community Member

**ABSENT:**

**1. Call Meeting to Order**

A. Mrs. Gasparini called the meeting to order at 4:35 p.m. and Mr. Aiken led the Pledge of Allegiance.

**2. Public Hearing on the Code of Conduct on School Property & Dignity for All Students Act**

A. Public Hearing on the Code of Conduct on School Property & Dignity for All Students Act – Information

**3. Administration of Oath of Office for newly elected Board Members – Action**

- A. Donald Neugebauer – Action
- B. William Heselden IV – Action
- C. Carlena Wallace – Action

**4. Election of Board of Education Officers – Action**

- A. President – Action
  - 1. Mr. Aiken nominated Mr. Neugebauer for election to the office of President. There being no other nominations, Board members voted unanimously for Mr. Neugebauer as President of the Board of Education, 6-0. As President, Mr. Neugebauer began presiding at the meeting.
- B. Vice President – Action
  - 1. Mr. Neugebauer requested nominations for the office of Vice President. Motion to nominate Mr. Exelby made by Mrs. Larkin and seconded by Mr. Repak. Motion carried 6-0. Motion to nominate Mr. Repak made by Mr. Neugebauer. Mr. Repak declined the nomination. Board members voted unanimously for Mr. Exelby as Vice President of the Board of Education, 6-0.
- C. Administration of Oath of Office to newly elected President and Vice President – Action
  - 1. The Oath of Office of President of the Board of Education was administered to Mr. Neugebauer. The Oath of Office of Vice President of the Board of Education was administered to Mr. Exelby.

**5. Oath of Office – Action**

- A. Superintendent of Schools – Action
  - 1. The Oath of Office of Superintendent of Schools was administered to Mr. Ryan.

**6. Appointment of the following District Officers – Action**

- A. Clerk of the Board – Action
- B. District Treasurer – Action

- C. Tax Collector – Action
- D. Deputy Tax Collector – Action
- E. Deputy District Clerk, Deputy District Treasurer, Deputy Tax Collection – Action
- F. ~~Internal~~ Claims Auditor – Action **Amended**
- G. Deputy ~~Internal~~ Claims Auditor – Action **Amended**
- H. Independent Auditor – Action
- I. Central Treasurer – Extra-classroom Activity Fund Account Advisor – Action

**7. Administration of Oath of Office to the above District Officers**

**8. Other Appointments – Action**

- A. School Physician – Action
- B. School Attorneys – Action
- C. Attendance Officer – Action
- D. Section 504/ADA Compliance Officer – Action
- E. Records Access Officer – Action
- F. Asbestos (LEA) Designee: AHERA – Action
- G. Title IX Officer – Action
- H. Board of Registration – Action
- I. District Committee on Preschool Special Education – Action
- J. Committee on Preschool Special Education – Action
- K. Elementary Committee on Special Education – Action
- L. Middle School-High School Committee on Special Education – Action
- M. CSE and CPSE Surrogate Parent – Action
- N. Water System Operator – Action
- O. Chemical Control Specialist – Action
- P. Liaison for Homeless Children and Youth – Action
- Q. District Health Insurance Officer – Action
- R. District Workers' Compensation Officer - Action

**9. Board of Education Committees – Action**

- A. Audit & Finance Committee
  - 1. Mr. Exelby, Mr. Heselden and Mr. Repak are the members of the committee for the 2018-2019 school year.
- B. Facilities Committee
  - 1. Mr. Aiken, Mr. Exelby and Mr. Repak are the members of the committee for the 2018-2019 school year.
- C. Policy Committee
  - 1. Mrs. Larkin, Mr. Neugebauer and Mr. Repak are the members of the committee for the 2018-2019 school year.

**10. Designations - Action**

- A. Official Bank Depository – All Funds: 1. NBT Bank – Official Depository 2. Other commercial banks in Onondaga County – Action
- B. Official Bank Signatories – Action
- C. Scheduled Board Meetings: Separate resolution to be adopted by Board of Education Regular/Business Meetings third Tuesday of the Month, with exceptions for State Education regulations and/or vacation periods. Time: 6:30 p.m. in the High School Library. Summer Meeting: Tuesday, August 21, 2018 at 5:00 p.m. – Action
- D. Official Newspaper: The Post-Standard – Action
- E. Purchasing Agent – Action
- F. Designated Educational Official to receive court notification regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings – Action
- G. Integrated Pest Management Coordinator – Action
- H. Energy Manager of the District – Action

**11. Authorizations – Action**

- A. To certify Payrolls: Business Administrator / Superintendent – Action
- B. To authorize attendance at conferences, conventions, workshops: Superintendent – Action
- C. To fund Petty Cash Funds: Business Office \$100 and District Office \$100 – Action

- D. To sign District checks: Treasurer or Deputy Treasurer – Action
- E. To authorize Budget Transfers on Chief School Officer's approval within limits prescribed by Commissioner's Regulation Section 170.2 and Board guidelines – Action
- F. To authorize Superintendent or Designee to apply for Grants in Aid (State and Federal) – Action
- G. To authorize Official Undertakings (Bonds): 1. District Treasurer / Deputy District Treasurer (\$1,000,000) 2. District Tax Collector / Deputy Tax Collector (\$1,000,000) 3. All persons and positions required by law or regulation to be bonded (\$100,000) – Action
- H. To establish Mileage Reimbursement Rate: At the Federal IRS reimbursement rate – Action
- I. To approve the Bus Use Rate – Action

**12. Consent Agenda for Organizational Meeting – Information / Action**

- A. Motion to approve the Consent Agenda made by Mr. Aiken and seconded by Mrs. Larkin. Motion carried 6-0.

The Superintendent recommends that the Board of Education of the Fabius-Pompey School District approve the following appointments for the 2018-2019 school year:

1) District Officers

- A. Clerk of the Board – Jean Gasparini
- B. District Treasurer – Anthony Morris/OCM BOCES
- C. Tax Collector – Ashley Welch
- D. Deputy Tax Collector – TBD
- E. Deputy District Clerk, Deputy District Treasurer, Deputy Tax Collector – Peter W. Mahunik
- F. Internal Claims Auditor – OCM BOCES **Amended**
- G. Deputy Internal Claims Auditor – Chantal Corbin **Amended**
- H. Independent Auditor – D'Arcangelo & Co., LLP
- I. Central Treasurer of the Student Activities Account – Kevin Sharpe

2) Other Appointments

- A. School Physician – Paul Klawitter, M.D. at \$5,000/year
- B. School Attorneys/Legal Counsel – Ferrara Fiorenza P.C.; Alario & Fischer, PC; Trespasz & Marquardt, LLP
- C. Attendance Officer – TBD
- D. Section 504/ADA Compliance Officer – Chantal Corbin
- E. Records Access Officer – Peter W. Mahunik
- F. Asbestos (LEA) Designee: AHERA – Richard Clancy
- G. Title IX Officer – Peter W. Mahunik
- H. Board of Registration
  - 1. Inspectors for Pompey and Fabius, to be paid minimum wage when working: Antoinette Aldrich, Donna Alnutt, Thomas Andrews, Rosemarie Bush, Karolyn Cornell, Aline Coye, Helen DeHart, Susan Doupe, Sally Engel, Mitzi French, Alma Hartnett, Lola Hopseker, Veronica Marsico, Linda McCrystal, Janet Miller, Deb Niles, Sally Seamans, Sally Skinner, Mark Tanski, Ashley Welch, Karen Wilcox, Lorana Zirbel
- I. District Committee on Special Education
  - Chairperson – Chantal Corbin
  - School Psychologist – Karen Bruno
  - School Nurse – based on student's grade level
  - School Counselor – based on student's grade level
  - General Education Teacher – based on student's grade level and assignment
  - Special Education Teacher – based on assignment
  - Related Service Providers:
    - Speech and Language – Erin Kolceski
    - Physical Therapy (BOCES) – Stacy Kingsley
    - Occupational Therapy (BOCES) – Brandi Kochian
    - Parent Member (if requested) – Lauriette Aiello
- J. Committee on Preschool Special Education
  - Chairperson – Chantal Corbin
  - Evaluator – outside agencies
  - General Education Teacher – if child is in a preschool setting
  - Special Education Teacher – if child has services required
  - Related Service Providers – dependent upon services needed

Parent Member (if requested) – Lauriette Aiello  
Professional from the Onondaga County Health Department or Cortland County Health Department (not required for a quorum)

The initial evaluator of the child is a non-voting member of the CPSE.

In addition, the parent of the child, any adult they wish to bring who has knowledge of their child and the Early Intervention Program representative, special education teachers or related service providers, whenever appropriate, are considered members of the CPSE.

Per the 2000 revisions to NYS Part 200 Regulations, the parent of the student being reviewed can request that the Parent Representative not be a participant in the CSE/CPSE meeting about their child.

- K. Elementary Committee on Special Education
  - Chairperson – Chantal Corbin
  - School Psychologist – Karen Bruno
  - School Nurse – Denise McAndrew
  - School Counselor – Matthew Heyn
  - General Education Teacher – based on student's grade level and assignment
  - Special Education Teacher – based on assignment
  - Related Service providers:
    - Speech and Language – Erin Kolceski
    - Physical Therapy (BOCES) – Stacy Kingsley
    - Occupational Therapy (BOCES) – Brandi Kochian
  - Parent Member (if requested) – Lauriette Aiello
- L. Middle School-High School Committee on Special Education
  - Chairperson – Andrea Nardozi
  - School Psychologist – Karen Bruno
  - School Nurse – Patty Feeney
  - School Counselor – ~~Laurie Jordan~~ Jessica Barnum or Dan Piorkowski **Amended**
  - General Education Teacher – based on student's grade level or assignment
  - Special Education Teacher – based on assignment
  - Related Service Providers:
    - Speech and Language – Erin Kolceski
    - Physical Therapy (BOCES) – Stacy Kingsley
    - Occupational Therapy (BOCES) – Brandi Kochian
  - Parent Member (if requested) – Lauriette Aiello
- M. CSE and CPSE Surrogate Parent – Lauriette Aiello
- N. Water System Operator – Richard Clancy
- O. Chemical Control Specialist – Hannah Rogers
- P. Liaison for Homeless Children and Youth – Chantal Corbin
- Q. District Health Insurance Officer – Peter W. Mahunik
- R. District Workers' Compensation Officer – Peter W. Mahunik

3) Board of Education Committees

- A. Audit & Finance Committee
- B. Facilities Committee
- C. Policy Committee

4) Designations

- A. Official Bank Depository, All Funds
  - 1. NBT Bank – Official Depository
  - 2. Other commercial banks in Onondaga County
- B. Official Bank Signatories – Peter W. Mahunik, Anthony Morris/OCM BOCES
- C. Scheduled Board Meetings - Separate resolution to be adopted by Board of Education
  - 1. Regular/Business Meetings – Third Tuesday of the month, with exceptions for State Education regulations and/or vacation periods
  - 2. Special Meetings – First Tuesday of the month, with exceptions for State Education regulations and/or vacation periods
  - 3. Time – 6:30 p.m.
  - 4. Location – High School Library
  - 5. Summer Meeting – Tuesday, August 21, 2018
  - 6. Board of Education Meeting Schedule for 2018-2019

- D. Official Newspaper
  - 1. The Post-Standard
- E. Purchasing Agent – Peter W. Mahunik
- F. Designated Educational Official to receive court notification regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings – Superintendent
- G. Integrated Pest Management Coordinator – Richard Clancy
- H. Energy Manager of the District – Richard Clancy

5) Authorizations

- A. To certify Payrolls – Business Administrator / Superintendent
- B. To authorize attendance at conferences, conventions, workshops – Superintendent
- C. To fund Petty Cash Funds
  - 1. Business Office – \$100
  - 2. District Office – \$100
- D. To sign District Checks – Treasurer or Deputy Treasurer
- E. To authorize Budget Transfers on Chief School Officer's approval within limits prescribed by Commissioner's Regulation Section 170.2 and Board guidelines
- F. To authorize Superintendent or Designee to apply for Grants in Aid (State and Federal)
- G. To authorize Official Undertakings (Bonds)
  - 1. District Treasurer / Deputy District Treasurer – \$1,000,000
  - 2. District Tax Collector / Deputy District Tax Collector – \$1,000,000
  - 3. All persons and positions required by law or regulation to be bonded – \$100,000
- H. To establish Mileage Reimbursement Rate – At the Federal IRS reimbursement rate
- I. To approve the Bus Use Rate at 99¢ per mile plus wages for the 2018-2019 bus use rate

**13. Continue with Special Board Meeting Agenda**

**14. Comments from the Public**

**15. Approval of Agenda – Action**

- A. Motion to approve the Agenda made by Mr. Neugebauer and seconded by Mr. Exelby. Motion carried 6-0.

**16. Committee on Special Education**

- A. Student recommendations – Action

**17. Superintendent's Report**

- A. Superintendent's Update – Information

Mr. Heselden entered the meeting.

- 1. Mr. Ryan introduced the Contract Ratification Agreement Resolution to be adopted by the Board.
  - 2. Mr. Ryan discussed personnel of the District, which changes are detailed in the Consent Agenda.
- B. Consideration of approval of Contract Ratification Agreement between the Fabius-Pompey Central School District and the Fabius-Pompey Non-Instructional Association Resolution – Action
- 1. Motion to adopt the resolution made by Mr. Aiken and seconded by Mr. Heselden. Motion carried 7-0. Board members voted by roll call as follows:
 

Mr. Aiken	Yes
Mr. Exelby	Yes
Mr. Heselden	Yes
Mrs. Larkin	Yes
Mr. Neugebauer	Yes
Mr. Repak	Yes
Mrs. Wallace	Yes

 The resolution was adopted by unanimous vote of 7-0.

- C. Consideration of Change Order Resolution – Action
  - 1. Motion to adopt the resolution brought forth by Mr. Mahunik made by Mr. Aiken and seconded by Mr. Exelby. Motion carried 7-0. The motion was adopted by unanimous vote of 7-0.
- D. Consideration of approval to declare items surplus – Action

**18. Personnel Matters**

- A. Consideration of appointment of Account Clerk II – Action
- B. Consideration of appointment of Long-term Substitute Science Teacher 7-12 – Action
- C. Consideration of appointment of Elementary School student activity advisors for the 2018-2019 school year – Action
- D. Consideration of appointment of fall coaches for the 2018-2019 school year – Action
- E. Consideration of appointment of Safety & Health Coordinator and Trainer for the 2018-2019 school year – Action
- F. Consideration of appointment of Volunteer Coordinator for the 2018-2019 school year – Action
- G. Consideration of approval of substitute for the 2018-2019 school year – Action

**19. Board of Education Policies – Action**

- A. Consideration of approval of BOE Policy 3410 Code of Conduct on School Property for the 2018-2019 school year – As is / Action
- B. Consideration of approval of BOE Policy 5220 District Investments for the 2018-2019 school year – As is / Action
- C. Consideration of approval of BOE Policy 5411 Procurement of Goods and Services for the 2018-2019 school year – As is / Action
- D. Consideration of approval of BOE Policy 5665 District Wellness Policy for the 2018-2019 school year – As is / Action
- E. Consideration of approval of BOE Policy 5687 Pandemic Preparedness in the Workplace and the Americans with Disabilities Act for the 2018-2019 school year – As is / Action
- F. Consideration of approval of BOE Policy 7110 Comprehensive Student Attendance Policy for the 2018-2019 school year – As is / Action
- G. Consideration of approval of BOE Policy 7220 Graduation Requirements for the 2018-2019 school year – As is / Action
- H. Consideration of approval of BOE Policy 5660 Meal Charging and Prohibition Against Meal Shaming – Replace – 1<sup>st</sup> Reading / Information
- I. Consideration of approval of BOE Policy 5661 Wellness – Replace – 1<sup>st</sup> Reading / Information
- J. Consideration of approval of BOE Policy 7131 Non-Resident Students – As is – 1<sup>st</sup> Reading / Information
- K. Consideration of approval of BOE Policy 7132 Education of Students in Temporary Housing – Replace – 1<sup>st</sup> Reading / Information
- L. Consideration of approval of BOE Policy 7222 Diploma and/or Credential Options for Students with Disabilities – As is – 1<sup>st</sup> Reading / Information
- M. BOE Policy 7552 – Student Gender Identity – Discussion

**20. Business Administrator's Report**

- A. Consideration of approval of OCM BOCES Unit Cost Methodology for the 2018-2019 school year – Action
- B. Consideration of approval of organization request for use of school bus by the After-Prom Committee to transport students on Friday, June 8, 2018 from the Prom at Highland Forest, Fabius, NY at 10:30 p.m. to Caz Sports Bowl in Cazenovia, NY for the After-Prom Party, returning to the Middle School-High School in Fabius, NY at 3:30 a.m. on Saturday, June 9, 2018 – 2<sup>nd</sup> Review / Action

**21. Board President's Report**

- A. Board Member Items
  - 1. Mr. Neugebauer discussed completing the Board Retreat.
  - 2. Mr. Repak started a discussion regarding the agricultural advisory group being developed and the need for members to bring a range of perspectives. Board members discussed the advisory group and their vision of its membership and mission.
  - 3. Mr. Heselden requested an update on the agricultural education program.
- B. Corresponding Secretary Update
- C. Future Agenda Items

D. Committee Updates

**22. Comments from the Public**

**23. Consent Agenda – Approval of the following – Action**

- A. Motion to approve the Consent Agenda made by Mr. Neugebauer and seconded by Mr. Exelby. Motion carried 7-0.
- B. The Superintendent recommends that the Board of Education of the Fabius-Pompey Central School District approve the minutes of the June 19, 2018 Board of Education meeting.
- C. The Superintendent recommends that the Board of Education of the Fabius-Pompey Central School District approve the Committee on Special Education student recommendations as presented.
- D. The Superintendent recommends that the Board of Education of the Fabius-Pompey Central School District approve to declare the following items surplus:
1. Mackie 1202-VLZ23 mic/line mixer
  2. Casio Casiotone electric piano
  3. 7 very old drums (4 drums broken)
- E. The Superintendent recommends that the Board of Education of the Fabius-Pompey Central School District approve the appointment of Melissa Acker as Account Clerk II, effective July 16, 2018, with a salary of \$47,000, prorated, in accordance with the terms of the Non-Instructional Contract.
- F. The Superintendent recommends that the Board of Education of the Fabius-Pompey Central School District approve the appointment of Michelle TenEyck as Long-term Substitute Science Teacher 7-12 (certified), beginning the first day and ending the last day of the 2018-2019 school year.
- G. The Superintendent recommends that the Board of Education of the Fabius-Pompey Central School District approve the appointment of the following Elementary School student activity advisors for the 2018-2019 school year:
1. Colleen Apgar as *Inside Outside* Advisor
  2. Jenny Centore as *Inside Outside* Advisor
  3. Kristen Dominger as *Inside Outside* Advisor
  4. Jill Fitzpatrick as *Inside Outside* Advisor
  5. Christine Gilbert as *Inside Outside* Advisor
  6. Elisa McCarthy as Elementary Computer Coordinator
  7. Christine Gilbert as Enrichment Advisor
  8. Pati Skeval as Yearbook Advisor
  9. James Petrello as Grade 5 Musical Advisor
  10. Samantha Warren as Grade 5 Musical Advisor
  11. Laura Volo as Grade 5 Musical Advisor
- H. The Superintendent recommends that the Board of Education of the Fabius-Pompey Central School District approve the appointment of the following fall coaches for the 2018-2019 school year:
1. Timothy Wilcox as Boys' JV Soccer Coach, on Step III of the Coaching Salary Schedule
  2. Bryan Porter as Boys' Modified Soccer Coach, on Step II of the Coaching Salary Schedule
- I. The Superintendent recommends that the Board of Education of the Fabius-Pompey Central School District approve the appointment of Nancy Carroll as Safety & Health Coordinator and Trainer for the 2018-2019 school year, with a stipend in the amount of \$5,000.
- J. The Superintendent recommends that the Board of Education of the Fabius-Pompey Central School District approve the appointment of Ashley Welch as Volunteer Coordinator for the 2018-2019 school year, with a stipend in the amount of \$7,000.
- K. The Superintendent recommends that the Board of Education of the Fabius-Pompey Central School District approve Catherine Kinne as Substitute Teaching Assistant (K-5) for the 2018-2019 school year.

- L. The Superintendent recommends that the Board of Education of the Fabius-Pompey Central School District approve BOE Policy 3410 Code of Conduct on School Property for the 2018-2019 school year – As is.
- M. The Superintendent recommends that the Board of Education of the Fabius-Pompey Central School District approve BOE Policy 5220 District Investments for the 2018-2019 school year – As is.
- N. The Superintendent recommends that the Board of Education of the Fabius-Pompey Central School District approve BOE Policy 5411 Procurement of Goods and Services for the 2018-2019 school year – As is.
- O. The Superintendent recommends that the Board of Education of the Fabius-Pompey Central School District approve BOE Policy 5665 District Wellness Policy for the 2018-2019 school year – As is.
- P. The Superintendent recommends that the Board of Education of the Fabius-Pompey Central School District approve BOE Policy 5687 Pandemic Preparedness in the Workplace and the Americans with Disabilities Act for the 2018-2019 school year – As is
- Q. The Superintendent recommends that the Board of Education of the Fabius-Pompey Central School District approve BOE Policy 7110 Comprehensive Student Attendance Policy for the 2018-2019 school year – As is.
- R. The Superintendent recommends that the Board of Education of the Fabius-Pompey Central School District approve BOE Policy 7220 Graduation Requirements for the 2018-2019 school year – As is.
- S. The Superintendent recommends that the Board of Education of the Fabius-Pompey Central School District approve the OCM BOCES Unit Cost Methodology for the 2018-2019 school year.
- T. The Superintendent recommends that the Board of Education of the Fabius-Pompey Central School District approve the organization request for use of school bus by the After-Prom Committee to transport students on Friday, June 8, 2018 from the Prom at Highland Forest, Fabius, NY at 10:30 p.m. to Caz Sports Bowl in Cazenovia, NY for the After-Prom Party, returning to the Middle School-High School in Fabius, NY at 3:30 a.m. on Saturday, June 9, 2018.

**Executive Session:** Motion to enter into Executive Session at 6:46 p.m. made by Mr. Heselden and seconded by Mrs. Larkin. Motion carried 7-0.

Motion to return to Open Session at 7:26 p.m. made by Mr. Aiken and seconded by Mr. Exelby. Motion carried 7-0.

#### 24. Adjournment

- A. Motion to adjourn the meeting at 7:26 p.m. made by Mrs. Larkin and seconded by Mr. Heselden. Motion carried 7-0.

Respectfully submitted,



Jean Gasparini  
Clerk of the Board

Approved by the Board of Education  
August 21, 2018