

**BRIGHTON CENTRAL SCHOOL DISTRICT
2035 MONROE AVENUE
ROCHESTER, NEW YORK 14618**

**BOARD OF EDUCATION
ORGANIZATIONAL AND BUSINESS MEETING
TWELVE CORNERS ELEMENTARY SCHOOL BOARD ROOM
JULY 10, 2018**

**9:00 A.M.
AMENDED AGENDA**

- I. Call to Order
- II. Election of the President of the Board of Education
Oath of Office
- III. Approval of Agenda
- IV. Approval of the Minutes from the June 12, 2018 Business Meeting
- V. Consideration of Organizational Requirements
 - A. Election of the President and Vice-President of the Board of Education
Oath of Office
 - B. Appointments for 2018-2019
Oath of Office for New Board Members and District Officers
 - 1. Superintendent Kevin McGowan
 - 2. District Clerk Kim Lanzafame
 - 3. Deputy Clerk Louis Alaimo
 - 4. Treasurer Dahlia Watts
 - 5. Deputy Treasurer Louis Alaimo
 - 6. Internal Claims Auditor Christine Tickyj
 - 7. School Physician Robert Tuite, MD
 - 8. Independent Auditor Raymond F. Wager, CPA, P.C.
 - 9. Independent Internal Auditor EFP Rotenberg
 - 10. Central Treasurers for
Extra Classroom Activity Funds Maureen Vanderwege (BHS, TCMS)
 - 11. Records Access Officer Louis Alaimo
 - 12. Records Retention Officer Kim Lanzafame
 - 13. Asbestos Designee Rob Luce
 - 14. School Pesticide Representative Rob Luce

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| 15. Verification Official for School Nutrition | Nicole VanDerMeid |
| 16. Hearing Official for Child Nutrition | Louis Alaimo |
| 17. Purchasing Agent | Louis Alaimo |
| 18. Civil Rights Compliance Officers | Louis Alaimo
Lisa Hartman |
| 19. ADA Coordinator/504 Coordinator | Carolyn Rabidoux |
| 20. Homeless Liaisons | Carolyn Rabidoux |
| 21. Title IX Compliance Officers | Louis Alaimo
Lisa Hartman |
| 22. Dignity for All Students Act (DASA)
Coordinators | Thomas Hall (BHS)
Robert Thomas (TCMS)
Allison Rioux (FRES)
Matt Tappon (CRPS) |
| 23. Legal Counsel | Harris Beach, LLC |
| 24. Financial Advisor | Bernard P. Donegan, Inc. |
| 25. Architects | SEI Design, Inc., SWBR |
| 26. Construction Manager | Campus Construction |
| 27. RASHP (I and II) Voting Representative | Louis Alaimo/Dahlia Watts (alt) |
| 28. Representatives to Monroe County School Boards Association Committees: | |
| a. Legislative Committee | |
| b. Labor Relations Committee | |
| c. Information Exchange Committee | |
| 29. Representative to Genesee Valley School Boards Institute | |
| 30. Representative to PTSA | |
| 30. Representatives to Individual Brighton Schools | |
| a. Brighton High School | |
| b. Twelve Corners Middle School | |
| c. French Road Elementary School | |
| d. Council Rock Primary School | |

C. Authorizations for 2018-2019

Each year, the Board of Education authorizes District officials to perform legally required functions. These authorizations are listed below:

1. Budget Transfers

RESOLVED: That the Superintendent of Schools be authorized to make transfers between and within functional unit appropriations of the budget for teacher salaries and ordinary contingent expenses Pursuant to the Commissioner’s Regulation 170.2 (1), subject to policy 5330 adopted by the Board in 2007 and amended in 2013.

2. Construction Change Orders

RESOLVED: That the Superintendent of Schools be authorized to approve construction change orders up to an individual value of \$50,000 subject to provisions of Board policy and General Municipal Law. Where the interests of the School District so dictate, the Board trustees appointed to the District’s Audit Committee may authorize the administration to proceed with the change order work pending approval by the Board of Education after the fact.

3. Depositories and Temporary Investments

RESOLVED: That the following banks and institutions be authorized as Official Bank Depositories for district funds and/or authorized as institutions that the district may invest funds with. Additionally, the following banks and institutions be authorized and directed to honor checks, drafts, or other orders for payment of money drawn in this corporation’s name, including those payable to the individual order of any person or persons whose name or names appear thereon as a signor or signors thereof, when bearing or purporting to bear the facsimile signature of either Dahlia Watts for the period of 7/1/17-6/30/18 or Louis Alaimo. All of these banks are acceptable for use by the district for deposits and investments:

JP Morgan Chase Bank	M&T Bank
Canandaigua National Bank, NA	First Niagara Bank
Tompkins Bank of Castile	

BE IT FURTHER RESOLVED: That Dahlia Watts as Treasurer for the period of 7/1/18-6/30/19, and Louis Alaimo as Deputy Treasurer of the District are authorized to make deposits and temporary investments of District monies, in accordance with Education Law, Section 1723.a and other applicable laws and regulations, and in the process of so investing, they are authorized, when necessary, to open accounts and enter into such transactions in the name of the District with JP Morgan Chase Bank, M&T Bank, Canandaigua National Bank, NA., First Niagara Bank, and Tompkins Bank of Castile.

The maximum amount of funds that may be deposited in any one institution is established and limited to 75% of the combined total of district’s annual operating budget and the special revenue and capital funds.

4. Payroll Certification

RESOLVED: That the Superintendent of Schools and the Assistant Superintendent for Administration be authorized to certify the payroll.

5. Meal Prices

RESOLVED, that the Board of Education of the Brighton Central School District authorizes the increase in school lunch prices from \$2.75 to \$2.85 and school breakfast prices from \$1.75 to \$1.85.

6. Cooperative Bidding

RESOLVED: That the District is authorized to participate in cooperative bids with BOCES, other school districts, and/or other governmental agencies which are legal and proper under the General Municipal Law, when it is in the best interest of the Brighton Central School District.

7. Approval for Conference Attendance

RESOLVED: That the Superintendent of Schools be authorized to approve conference attendance by members of the District staff with the appropriations identified in the annual District budget.

8. Petty Cash Funds

RESOLVED: That Petty Cash Funds for the 2018-19 school year to be established as follows:

Brighton High School	\$100	Principal
Council Rock Primary School	\$100	Principal
French Road Elementary School	\$100	Principal
Twelve Corners Middle School	\$100	Principal
Athletic Fund	\$300	Director
Administration	\$ 50	District Treasurer
High School Media Center	\$100	Principal
School Lunch Program	School Lunch --	CR \$60
		FR \$60
		TCMS \$60
		BHS \$400

9. Facsimile Signature for Treasurer

RESOLVED: That facsimile signatures for the Treasurer and Deputy Treasurer be permitted for the signing of all checks up to an amount of \$20,000 per Education Law 1720.2.

10. Mileage Reimbursement Rate

The Commissioner’s regulations require that a rate for travel reimbursement be established.

RESOLVED: That the rate be established, effective July 1, 2018 through June 30, 2019 to reflect the rate recognized by the Internal Revenue Service as of January 1, 2018.

11. Disposal of District Assets

RESOLVED: That the Assistant Superintendent for Administration be authorized to dispose of damaged, obsolete and surplus equipment and trackable assets by means of letter, offer, public sale, donation, trade-in, scrap or any other method deemed to be in the best interest of the District during the 2018-2019 fiscal year.

D. Designation

Official Newspapers

Each year the Board of Education is required to make formal designations for the official newspapers.

RESOLVED: That the *Daily Record* and/or the *Rochester Business Journal* be designated as the official newspapers for the Brighton Central School District for the publication of all School District legal notices, bid advertising, etc.

E. Approval for Bond for Treasurer and School Business Official

RESOLVED: That the bond for Treasurer be set in the amount of \$1,000,000 and The bond for School Business Official be set at \$1,000,000.

VI. Approval of Bids

1. Bid Evaluation for Science Supplies and Equipment for Brighton High School
2. Cooperative Bid for School Lunch Food Supply
3. Cooperative Bid for Natural Gas

VII. Approval of the First Reading of the Following Policies:

1. Policy 5410 – Purchasing – Non-Instructional/Business Operations
2. Policy 7513 – Administration of Medication – Students
3. Policy 5660 – Meal Charging and Prohibition Against Meal Shaming – Non-Instructional/Business Operations

VIII. Approval of the Second Reading of the Following Policies

1. Policy 7242 – Students – Limited Disclosure of Student Directory Information
2. Policy 7243 – Students – Military Recruiters and Institutions of Higher Education
3. Policy 7512 – Students – Student Physicals
4. Policy 6212 – Personnel – Certification and Qualifications

IX. Approval of Executive Summary and Budget Status Report for the period ending May 31, 2018

- X. Consent Agenda
 - A. Appointment of Members to the District’s Committee on Special Education and Committee on Pre-School Special Education for 2018-2019
 - B. Approval of Impartial Hearing Officer List for 2018-2019
 - C. Approval of Surrogate Parent for 2018-2019
 - D. Personnel Changes
 - E. Transportation Contracts
 - 1. Monroe #1 BOCES Summer
 - 2. Monroe #1 BOCES 2018-19 School Year
 - F. School Physician Contract
 - G. Approval of Fund-Raising Activities:
 - 1. Brighton Field Hockey – Car Wash – Brighton High School Parking Lot – September 3, 2018

- XI. Adjourn

Next Meeting --August 14, 2018 – Business Meeting & Goal Setting – 9:00 a.m. – Board Room