

BOARD OF EDUCATION OF DUNDEE CENTRAL SCHOOL
AGENDA FOR REGULAR MEETING
DECEMBER 14, 2017
EXECUTIVE SESSION AT 4:30PM
REGULAR MEETING AT 5:00PM

EXECUTIVE SESSION - Begins at 4:30pm prior to regular meeting

Discussion of matters leading to the employment or removal of a particular person.

1. OPENING AND MINUTES.

1.1. Call to order.

1.1.1. Pledge to the flag.

1.1.2. Public Comment. *The Board asks that public comment be limited to 3 minutes per person.

1.2. Resolution to approve minutes.

1.2.1. Resolution to approve the following:

1.2.1.1. Minutes of the November 9, 2017 regular meeting.

Moved:

Seconded:

Approved/Defeated:

1.3. Resolutions, other.

1.3.1. Approval of the agenda (with the following revisions): 2.2.6 (Donation); 6.1.1.5.2 (Substitute); 6.2.1.6.2 (Substitute); 6.2.1.6.3 (Substitute); 6.2.1.7 (Resignation); 6.2.1.8 (Probationary Appointment)

Moved:

Seconded:

Approved/Defeated:

1.4. Announcements and Reports.

1.4.1. The next regular meeting of the Board of Education will be January 11, 2017 at 6:00pm in the Public Meeting Room, Executive Session to begin at 5:00pm.

1.5. Other Items.

2. INTERSCHOOL ACTIVITIES.

2.1. Dundee Student Forum.

2.2. Resolutions.

2.2.1. Approve the following volunteers for Little Scots Club for the 2017-2018 season:

2.2.1.1. Jared Webster

2.2.1.2. Robert Neu

- 2.2.1.3. Adam Parker
- 2.2.1.4. Brandie Perry
- 2.2.2. Approve the following volunteers for the Dundee Musical for the 2017-2018 school year:
 - 2.2.2.1. Nick Fultz
 - 2.2.2.2. Ann Shepardson
 - 2.2.2.3. Morgan Allen
 - 2.2.2.4. Tom Barton
 - 2.2.2.5. Mindy Tortolon
 - 2.2.2.6. Nancy Sisbarro
 - 2.2.2.7. Jason Macmillan
 - 2.2.2.8. Dan Gottshall
 - 2.2.2.9. John Christensen
 - 2.2.2.10. Lynnette Knapp
 - 2.2.2.11. Randy Knapp
 - 2.2.2.12. Megan Ransanici
 - 2.2.2.13. Taylor Howell
 - 2.2.2.14. Michaela Howell
 - 2.2.2.15. Marua Benincasa-Wolverton
- 2.2.3. Approve the following volunteers for Winter Percussion for the 2017-2018 school year:
 - 2.2.3.1. Jordan Ripley
 - 2.2.3.2. Samantha Carr
 - 2.2.3.3. Javier Strauser
 - 2.2.3.4. Joseph Stork
 - 2.2.3.5. Nathan Fox
- 2.2.4. Accept the donation of \$600 from the Heart of the Finger Lakes 5K Run, and authorize the General Fund Budget Amendment increasing appropriation code A211050200 High School Supplies for the purchase of Winter Percussion supplies and equipment.
- 2.2.5. Accept the donation of \$300 from Knapp & Schlappi to be used for the Elementary Reading Carnival.
- 2.2.6. Accept the donation of \$400 from Music Boosters, and authorize the General Fund Budget Amendment increasing appropriation code A211050200 High School Supplies for the purchase of music supplies.

Moved:

Seconded:

Approved/Defeated:

2.3. Announcements and Reports.

- 2.3.1. Mega applause to the following students for being recognized as Dundee's Mega Scots for the month of November: Grade 7 - Lilliana Smith, nominated by the Technology Department; Grade 8 - Hayley Herrick, nominated by the ELA Department; Grade 10 - Lauren Howell, nominated by the Science Department; Grade 12 - Colin Howell, nominated by the PE/Health Department.

- 2.3.2. High Fives to our Elementary students who have been recognized for outstanding character education traits for the month of November: Kindergarten - Brynn Brush, Christopher Westfall and Trevor Jayne; Grade 1 - Myah Cole, Julian Cole and Kristyn Kreigar; Grade 2 - Skyler Willoughby, Nicholas Sorce and Bryce Strickland; Grade 3 - Alex Kendall, Cody Morrison, Cierra Clark and Ryan Johnson; Grade 4 - Nicholas Sutherland and Jamilynne Blodgett; Grade 5 - Kylee Shaddock and Ellie Fleet; Grade 6 - Devon Morris and McKenna Miller
- 2.3.3. Upcoming Events -
- | | |
|--------------------|--|
| December 15th - | End of 5 week marking period for Jr/Sr High |
| December 20th - | Elementary Winter Concert @ 6pm |
| December 25th - | Christmas Day Holiday - NO SCHOOL |
| December 26-29th - | Holiday Recess - NO SCHOOL |
| January 1st - | New Year's Day Holiday - NO SCHOOL |
| January 11th - | STARS Roller-Skating Party - Grades 3-6 from 2:30-4:30 |
| | BOE Meeting @ 6pm in the PMR |

2.4. Other Items.

3. **REPORTS TO THE BOARD.**

3.1. Resolutions.

- 3.1.1. To act upon the recommendation of the Superintendent to approve the following:
- 3.1.1.1. Regulation 7210R - Student Placement (Revised)
 - 3.1.1.2. Policy 7210 - Student Evaluation, Promotion and Placement (Reviewed)
 - 3.1.1.3. Policy 7211 - Provision of Interpreter Services to Parents who are Hearing Impaired (Reviewed)
 - 3.1.1.4. Policy 7213 - Response to Intervention (RTI) Process (Reviewed)
 - 3.1.1.5. Policy 7220 - Participation in Graduation Ceremony (Revised)
 - 3.1.1.6. Policy 7221 - Early Graduation (Reviewed)
 - 3.1.1.7. Regulation 7222R - Credential Options for Students with Disabilities (Reviewed)
 - 3.1.1.8. Policy 7222 - Diploma and/or Credential Options for Students with Disabilities (Revised)
 - 3.1.1.9. Policy 7224 - Valedictorian/Salutatorian (Reviewed)
 - 3.1.1.10. Policy 7225 - Weighted Grades (Revised)
 - 3.1.1.11. Regulation 7227R - Cheating and Intellectual Dishonesty (Reviewed)
 - 3.1.1.12. Policy 7227 - Cheating/Plagiarism (Reviewed)
 - 3.1.1.13. Form 7227F - Cheating and Intellectual Dishonesty Form (Reviewed)
 - 3.1.1.14. Policy 7228 - Phase in Graduation Standard of 65 on Required Regents Examinations (Reviewed)
 - 3.1.1.15. Policy 7229 - Service Experience Requirement for Graduation (Revised)
 - 3.1.1.16. Policy 7230 - Dual Credit for College Courses (Revised)
 - 3.1.1.17. Policy 7231 - College Courses for Accelerated Students (Revised)
 - 3.1.1.18. Policy 7240 - Student Records: Access and Challenge (Revised)

- 3.1.1.19. Policy 7241 - Release of Information to the Noncustodial Parent (Reviewed)
- 3.1.1.20. Policy 7242 - Military Recruiters' Access to High School Students and Information on Students (Reviewed)
- 3.1.1.21. Policy 7244 - Rights of Noncustodial Parents (Reviewed)
- 3.1.1.22. Policy 7250 - Student Data Breaches (Reviewed)
- 3.1.1.23. Policy 7270 - Vocational Education Eligibility (Revised)
- 3.1.1.24. Policy 7511 - Immunizations of Students (Revised)
- 3.1.2. Resolution to abolish Policy 7223 - GED Profile, as it no longer exists.

Moved:

Seconded:

Approved/Defeated:

3.2. Announcements and Reports.

- 3.2.1. President's Report
- 3.2.2. Superintendent's Report.
- 3.2.3. Board Member Forum.

3.3. Other Items

- 3.3.1. To act upon the recommendation of the Superintendent to approve the following:
 - 3.3.1.1. Establish the creation of the Maranda Cleveland Memorial Fund.

Moved:

Seconded:

Approved/Defeated:

4. BUSINESS OFFICE REPORTS.

4.1. Resolutions.

- 4.1.1. To act upon the recommendation of the Superintendent to:
 - 4.1.1.1. Approve the Extraclassroom Activity Fund Treasurer's Report for the period of October 1, 2017 through October 31, 2017.
 - 4.1.1.2. Approve the Treasurer's Report for the period of September 1, 2017 through September 30, 2017.
 - 4.1.1.3. Approve the Treasurer's Report for the period of October 1, 2017 through October 31, 2017.
 - 4.1.1.4. Approve Budget Transfer for Fund A - for \$8,000 to cover cost of fuel management system upgrades.

Moved:

Seconded:

Approved/Defeated:

4.2. Announcements and Reports.

- 4.2.1. General Fund - Account A: Revenue Status dated October 2017; Appropriation Status dated November 2017; Warrant No. 19 dated November 9, 2017 in the amount of \$89,197.54; Warrant No. 21 dated November 10, 2017 in the amount of \$666,989.35
- 4.2.2. Cafeteria Fund - Account C: Revenue Status dated October 2017; Appropriation Status dated November 2017; Warrant No. 4 dated November 8, 2017 in the amount of \$36,110.92; Warrant No. 5 dated November 29, 2017 in the amount of \$15,831.92.
- 4.2.3. Special Aid Fund - Account F: Revenue Status dated October 2017; Appropriation Status dated November 2017; Warrant No. 4 dated November 9, 2017 in the amount of \$18,150.89.
- 4.2.4. Trust & Agency Fund - Account TA: Warrant No. 11 dated October 10, 2017 in the amount of \$18,897.26; Warrant No. 15 dated November 7, 2017 in the amount of \$304,864.38; Warrant No. 17 dated November 21, 2017 in the amount of \$351,254.95; Warrant No. 16 dated November 14, 2017 in the amount of \$3,734.53; Warrant No. 18 dated December 8, 2017 in the amount of \$287,734.93.
- 4.2.5. Expendable Trust Fund - Account TE: Revenue Status dated October 2017

4.3. Other Items.

- 4.3.1. To act upon the recommendation of the superintendent to approve the following:

- 4.3.1.1. **RESOLUTION AUTHORIZING “BEST VALUE” PURCHASING**

WHEREAS, New York State General Municipal Law (“GML”) requires a resolution adopted by the Dundee Central School District (“the District”) to authorize the use of a Best Value Award methodology, in the competitive bidding process, for purchase contracts (including contracts for service work, but excluding any purchase contracts necessary for the completion of a public works contract pursuant to article eight of the labor law) which may be awarded on the basis of low bid or best value, as authorized in section 103 of the GML and as defined in section 163 of the state finance law.

WHEREAS, The State Legislature and Governor amended GML § 103 (A08692/S6117) on January 27, 2012 to provide local governments greater flexibility in awarding contracts by authorizing the award of purchase contracts, including contracts for service work on the basis of best value. The state legislation requires Political Subdivisions with a population of less than one million to pass a local law or resolution authorizing the use of the best value award process; and

WHEREAS, the enactment of this legislation provides additional procurement options to the District in ways that may expedite the procurement process and result in cost savings. The "best value" standard for selecting goods and services is critical to efforts to use strategic sourcing principles to modernize the supply chain and ensure that taxpayers obtain the highest quality goods and services at the lowest potential cost, while also ensuring fairness to all competitors; and

WHEREAS, the federal government, approximately half the states and many localities have added best value selection processes to their procurement options, in recognition of these advantages. With the increased complexity of the goods and services that municipalities must obtain in order to serve taxpayers, it is critical to consider selection and evaluation criteria that measure factors other than cost in the strictest sense; and

WHEREAS, taxpayers are not well served when a public procurement results in low unit costs at the outset, but ultimately engenders cost escalations due to factors such as inferior quality, poor reliability, and difficulty of maintenance. Best value procurement links the procurement process directly to the municipality's performance requirements, incorporating selection factors such as useful lifespan, quality and options and incentives for more timely performance and/or additional services; and

WHEREAS, even if the initial expenditure is higher, considering the total value over the life of the procurement may result in a better value and long-term investment of public funds. Best value procurement also encourages competition and, in turn, often results in better pricing, quality and customer service. Fostering healthy competition ensures that bidders will continue to strive for excellence in identifying and meeting municipalities' needs, including such important goals as the participation of small, minority and women-owned businesses, and the development of environmentally-preferable goods and service delivery methods. Best value procurement will provide much-needed flexibility in obtaining important goods and services at favorable prices, and will reduce the time to procure such goods and services; and

WHEREAS, "best value" means the basis for awarding contracts for services to the offerer which optimizes quality, cost and efficiency, among responsive and responsible offerers. Such basis shall reflect, wherever possible, objective and quantifiable analysis. Such basis may also identify a quantitative factor for offerors that are small businesses or certified minority or women-owned business enterprises as defined in subdivisions one, seven, fifteen and twenty of section three hundred ten of the executive law to be used in evaluation of offers for awarding of contracts for services; and

WHEREAS, where the basis for award is the best value offer, the Board shall document, in the procurement record and in advance of the initial receipt of offers, the determination of the evaluation criteria, which whenever possible, shall be quantifiable, and the process to be used in the determination of best value and the manner in which the evaluation process and selection shall be conducted; and

WHEREAS, the Board shall select a formal sealed competitive bidding procurement process in accordance with GML and the District Procurement Policy and document

its determination in the procurement record. The process shall include, but is not limited to, a clear statement of need; a description of the required specifications governing performance and related factors; a reasonable process for ensuring a competitive field; a fair and equal opportunity for offerors to submit responsive offers; and a balanced and fair method of award. Where the basis for the award is best value, documentation in the procurement record shall, where practicable, include a quantification of the application of the criteria to the rating of proposals and the evaluation results, or, where not practicable, such other justification which demonstrates that best value will be achieved; and

WHEREAS, the solicitation shall prescribe the minimum specifications or requirements that must be met in order to be considered responsive and shall describe and disclose the general manner in which the evaluation and selection shall be conducted. Where appropriate, the solicitation shall identify the relative importance and/or weight of cost and the overall technical criterion to be considered by the District in its determination of best value; and

WHEREAS, the District will adhere to procedures that govern the award of contracts on the basis of best value. These procedures are included in the District Procurement Policy and reviewed annually by the District;

BE IT RESOLVED, the Board hereby authorizes the use of a Best Value Award methodology, in the competitive bidding process, for purchase contracts (including contracts for service work, but excluding any purchase contracts necessary for the completion of a public works contract pursuant to article eight of the labor law) which may now be awarded on the basis of low bid or best value, as authorized in section 103 of the GML and as defined in section 163 of the state finance law.

Date: _____

Clerk, Dundee Central School District

4.3.1.2 **RESOLUTION AUTHORIZING “PIGGYBACK” PURCHASING**

WHEREAS, section 103(16) of the General Municipal Law authorizes any officer, board or agency of a county, political subdivision or any district therein to make purchases of apparatus, materials, equipment or supplies, or to contract for services related to the installation, maintenance or repair of apparatus, materials, equipment, and supplies through a process known as “piggyback” purchasing; and

WHEREAS, “piggyback” purchasing is defined as purchasing through the use of an existing contract made by the United States of America or any agency thereof, any state or any other county or political subdivision or district therein, if such contract

was made through competitive bidding consistent with state law and made available for use by other government entities; and

WHEREAS, use of “piggyback” purchasing does not negate applicable minority and women-owned business enterprise program mandates or the preferred source requirements of section 162 of the state finance law; and

WHEREAS, the Dundee Central School District wishes to adopt the option to use “piggyback” purchasing to allow the District greater flexibility and cost effectiveness;

BE IT RESOLVED, the Board of Education of the Dundee Central School District hereby authorizes the use of “piggyback” purchasing in compliance with section 103(16) of the General Municipal Law.

Date: _____

Clerk, Dundee Central School District

4.3.1.3 **RESOLUTION TO AUTHORIZE FILING OF RETURN TAX CLAIMS 2018**

WHEREAS the Education Law provides that the tax collector shall be relieved of responsibility for the uncollected portion of the tax list when a complete list of the delinquent tax items have been certified to the Board of Education, and since the collector has affixed his affidavit to such statement and has filed a statement accounting for the handling of the tax warrant and list as follows:

Name of Town	Assessed Valuation	Tax Rate	Amount of Local Tax Levy	Amount of Taxes Collected	Amount of Base Taxes Returned
BARRINGTON	83,601,789	10.676179	777,084.27	711,874.16	65,210.11
MILO	51,122,353	11.275030	530,044.75	510,966.72	19,078.03
STARKEY	235,013,855	10.675979	2,182,924.52	2,069,464.42	113,460.10
TYRONE	99,276,415	10.674882	949,629.44	857,841.01	91,788.43
READING	10,551,637	10.676158	99,643.43	86,416.09	13,227.34
TOTALS	479,566,049		4,539,326.41	4,236,562.40	302,764.01

Total delinquent penalties collected: \$ 6,994.34

AND WHEREAS the Business Administrator has examined and verified the accuracy of the signed report of the collector;

THEREFORE BE IT RESOLVED, that the board accept the report of the tax collector, and having determined that the collector has accounted for the full amount of the tax warrant, direct that the lists of the delinquent tax items, with the addition of

the two percent penalty be certified to the office of the county treasurer and/or other tax enforcement officer;

AND IT IS FURTHER DIRECTED that the tax warrant, tax roll and the tax collector's copies of the tax receipts be placed on file and be given fire protection in the school vault.

THIS IS TO CERTIFY THAT the above resolution was enacted by the Board of Education of the Dundee Central School District on DECEMBER 14, 2017 and that this is a true transcript from the same.

District Clerk

Date

Moved:

Seconded:

Approved/Defeated:

5. COMMUNICATIONS.

5.1. Public Comment. *The Board asks that public comment be limited to 3 minutes per person.

5.2. Resolutions.

5.3. Announcements and Reports.

5.4. Other Items.

6. PERSONNEL.

6.1. Resolutions in Regards to Administrators and Teachers.

6.1.1. To act upon the recommendation of the Superintendent to approve the following personnel issues:

6.1.1.1. Pursuant to Section 3012 of the Education Law and in compliance with Part 30.3 of the Rules of the Board of Regents, to appoint Jeanne Taylor, of Painted Post, NY 14870, who holds valid New York State Certification permitting her to teach subjects in Library Media Specialist in the public school of New York State to the tenure appointment in Support Services, effective November 24, 2017.

6.1.1.2. Pursuant to Section 3012 of the Education Law and in compliance with Part 30.3 of the Rules of the Board of Regents, to appoint Mariah Bendura, of Penn Yan, NY 14527, who holds valid New York State Certification permitting her to teach subjects in Early Childhood Education (Birth - Grade 2) in the public schools of New York State to the tenure appointment in Elementary Education, effective January 1, 2018.

- 6.1.1.3. Pursuant to Section 3012 of the Education Law and in compliance with Part 30.3 of the Rules of the Board of Regents, to appoint Lindsay Will, of Himrod, NY 14842, who holds a valid New York State Certification as a Teaching Assistant and will be given a four (4) year probationary appointment to commence on December 9, 2017 and expire on December 9, 2021 and that Lindsay Will during her first year of this appointment be paid at the annual salary as outlined in the agreement between the Dundee Teachers' Association and the Board of Education, dated July 1, 2017, as being \$21, 388 prorated salary for a Teaching Assistant of Step 1 of the current agreement.
- 6.1.1.4. Accept the resignation of Rose Cook, Elementary Teaching Assistant, effective December 8, 2017 for retirement purposes.
- 6.1.1.5. Approve the conditional appointment of the following substitute teachers for the 2017-2018 school year:
 - 6.1.1.5.1. Jeffrey Wood, of Himrod, NY 14842, substitute Teacher (uncert)
- 6.1.1.6. Approve Tyrell Carver as Winter Percussion assistant for the 2017-2018 school year at a stipend amount of \$800.

Moved:

Seconded:

Approved/Defeated:

6.2. Resolutions in Regards to Support Staff.

- 6.2.1. To act upon the recommendation of the Superintendent to approve the following personnel issues:
 - 6.2.1.1. Twelve-week probationary period of Jeffrey Bailey, of Dundee, NY 14837, as System Analyst, effective November 22, 2017.
 - 6.2.1.2. One-year probationary period of Cindy Hathaway, of Himrod, NY 14842, as Teacher Aide, effective November 27, 2017.
 - 6.2.1.3. Permanent Civil Service appointment of Debra Bassett, of Dundee, NY 14837, as Bus Driver, effective January 9, 2018.
 - 6.2.1.4. Permanent Civil Service appointment of Linda Gee, of Dundee, NY 14837, as Teacher Aide, effective January 9, 2018.
 - 6.2.1.5. Permanent Civil Service appointment of Elise Briggs, of Dundee, NY 14837, as Food Service Helper, effective November 21, 2017.
 - 6.2.1.6. Approve the following substitute variable hour support staff for the 2017-2018 school year:
 - 6.2.1.6.1. Jeffrey Denmark, of Dundee, NY 14837 (Teacher Aide)
 - 6.2.1.6.2. Ashley Smith, of Dundee, NY 14837 (Food Service Helper)
 - 6.2.1.7. Accept the resignation of Taylor Sullivan, Teacher Aide, effective December 25, 2017 for personal reasons, to remain on as a substitute.

Moved:

Seconded:

Approved/Defeated:

- 6.3. Resolutions, other.
- 6.4. Announcements and Reports.
- 6.5. Other Items.

7. CURRICULUM.

7.1. Resolutions.

- 7.1.1. To act upon the recommendation of the Superintendent to approve the placements of the Committee on Preschool Special Education and the Committee on Special Education:
 - 7.1.1.1. To approve the placement of the Committee on Preschool Special Education of: 11/15/17, 11/27/17, 11/29/17, 11/30/17 for Student Numbers (9250, 9410, 9294, 9599, 9411).
 - 7.1.1.2. To approve the placement of the Committee on Special Education of: 10/31/17, 11/7/17, 11/9/17, 11/14/17, 12/5/17 for Student Numbers (8277, 8960, 9553, 8716, 6255, 6273, 6376, 7141, 6394, 7807, 6086, 7593, 7766, 6355, 7633, 9486, 7015, 8651, 6985).

Moved:

Seconded:

Approved/Defeated:

8. BUILDING AND GROUNDS.

8.1. Resolutions.

- 8.1.1. To act upon the recommendation of the Superintendent to approve the following:
 - 8.1.1.1. **WHEREAS**, the Dundee Central School District issued a request for proposal (RFP) for offers to purchase property located at 55 Water Street, Dundee, NY, 14837 consisting of approximately 0.133 acres of land and being Tax Map No. 113.81-1-4; and

WHEREAS, the School District received one (1) bid from Dandy Mini Marts, Inc. to purchase said property for \$10,000.00 in response to the RFP.

NOW, THEREFORE, the Board of Education hereby authorizes the Superintendent to take steps to negotiate a purchase contract with Dandy Mini Marts, Inc. subject to Board of Education approval.

This Resolution shall take effect immediately.

Dated: December 14, 2017

School District Clerk
Dundee Central School District

Moved:
Approved/Defeated:

Seconded:

8.2. Announcements and Reports.

8.3. Other Items.

9. TRANSPORTATION.

9.1. Resolutions.

9.2. Announcements and Reports.

9.3. Other Items.

10. EXECUTIVE SESSION.

10.1. Discussion of matters leading to the employment, promotion, demotion, discipline, suspension or removal of a particular person.

Moved:
Approved/Defeated:

Seconded:

11. ADJOURNMENT.

11.1. A motion was offered to adjourn at _____pm.

Moved:
Approved/Defeated:

Seconded:

Note: Items added to the agenda after it was first distributed (i.e., addendum items) are highlighted in gray.