

The annual organizational meeting of the Worcester Central School District Board of Education was held on Wednesday, July 13, 2022, at Worcester Central School, Worcester, New York, with a regular meeting that followed.

MEMBERS PRESENT: William Fisher II, Stacey Serdy, Michelle Francis, Tanya Shalor and Peter Kwiatkowski (6:29 p.m.)

MEMBERS ABSENT:

OTHERS PRESENT: Timothy Gonzales, Superintendent, Katie Sill, Elementary Principal, Shirley J. Wright, Linda Karker, Winsome Zinkievich, Mary Ann Holmes, Norma Ralph, Gary Pochkar, George Griffin, Colleen Griffin, Mercedes Ostrander, Glenn Jaquish, and Wendy Elliott

At 6:00 p.m. Mr. Gonzales called the meeting to order with a quorum present. Pledge of Allegiance recited. CALL TO ORDER

Motion made by Mrs. Shalor, seconded by Mrs. Francis to approve the agenda. AGENDA
Ayes 4 Nays 0 Motion carried

The Oath of Office was administered to Timothy the Superintendent and filed with the District Clerk. OATHS OF OFFICE

The Oath of Office was administered to Tanya Shalor as the newly elected Board Member and filed with the District Clerk.

Mr. Gonzales called for nominations for Office of President of the Board of Education. NOMINATION OF OFFICERS AND OATHS OF OFFICE

Motion made by Mrs. Serdy, seconded by Mrs. Shalor to nominate William Fisher II for the Office of President of the Worcester Central School Board of Education. No other nominations were offered. Mr. Fisher agreed to accept the position of Board of Education President. The Oath of Office was administered to Mr. Fisher as Board President and filed with the District Clerk.

Ayes 4 Nays 0 Motion carried

Mr. Gonzales called for nominations for Office of Vice President of the Board of Education.

Motion made by Mrs. Shalor, seconded by Mr. Fisher to nominate Stacey Serdy for the Office of Vice President of the Worcester Central School Board of Education. No other nominations were offered. Mrs. Serdy agreed to accept the position of Board of Education Vice President. The Oath of Office was administered to Mrs. Serdy as Board Vice President and filed with the District Clerk.

Ayes 4 Nays 0 Motion carried

An Oath of Office was administered to Michelle Francis as a Board Member and filed with the District Clerk.

Following the election, President Fisher conducted the remainder of the meeting.

Motion made by Mrs. Shalor, seconded by Mrs. Serdy to approve the following appointments for the 2022-2023 school year:

2022-2023
APPOINTMENTS

1. District Treasurer – Gary Pochkar – Administer Oath of Office
2. District Clerk – Wendy Elliott (Stipend \$6,000) – Administer Oath of Office
3. Independent Auditor – Raymond G. Preusser, CPA, P.C.
4. Internal Claims Auditor – Sherri France (Stipend \$2,300)
5. Deputy Internal Claims Auditor – Elizabeth Perrillo (Stipend \$275)
6. School Physician – Bassett School-Based Health Center
7. Providers of Legal Services – Girvin and Ferlazzo, P.C., Hogan, Sarzynski, Lynch, Dewind & Gregory, LLP, and Ferrara, Fiorenza, Larrison, Barrett & Reitz, P.C. (on an as needed basis)
8. Bond Counsel – Timothy McGill, Esq.
9. Financial Advisor Services – R. G. Timbs, Inc.
10. Tax Collector – Margaret Nelson (Stipend \$3,550)
11. Attendance Officer – Melissa Leonard, Secondary Principal – Administer Oath of Office
12. Census Enumerator – Christine Zaengle, School Nurse
13. Insurance Consultant – NBT Insurance Agency
14. Health Records Consultant – Christine Zaengle, School Nurse
15. Records Management and Access Officer – Timothy Gonzales, Superintendent
16. Student Association Central Treasurer – Jamei Martin, Account Clerk-Typist
17. Asbestos Designee – Glenn Jaquish, Building Maintenance Mechanic II
18. Toxic Substance Administrator – Glenn Jaquish, Building Maintenance Mechanic II
19. Purchasing Agent – Timothy Gonzales, Superintendent
20. Title IX Compliance Officer – Timothy Gonzales, Superintendent
21. Section 504 Officers – Katie Sill, Elementary Principal / Melissa Leonard, Secondary Principal
22. CSE and CPSE Committee – as presented
23. Safety-Risk Management Committee – as presented
24. Crisis Response Team – as presented
25. Health Safety and Wellness – as presented
26. Homeless Liaisons – Katie Sill, Elementary Principal / Melissa Leonard, Secondary Principal
27. Sexual Harassment Complaint Officer – Katie Sill, Elementary Principal / Melissa Leonard, Secondary Principal
28. Dignity Act Coordinators – Katie Sill, Elementary Principal / Melissa Leonard, Secondary Principal
29. Energy Manager – Glenn Jaquish, Building Maintenance Mechanic II
30. Civil Rights Compliance Officer – Timothy Gonzales, Superintendent
31. Data Privacy Officer – Kyle Fabiano, Network Administrator

Ayes 4

Nays 0

Motion carried

The Oath of Office was administered to the District Treasurer and District Clerk and filed with the District Clerk.

Motion made by Mrs. Serdy, seconded by Mrs. Shalor to approve the following authorizations for the 2022-2023 school year:

1. Petty Cash Fund maintained in the Main Office in the amount of \$100.00 with Jamei Martin as Custodian and in the District Office in the amount of \$100.00 with Wendy Elliott as Custodian.
2. Authorized signatures for Student Association Account are to be Jamei Martin and Timothy Gonzales. Authorized signatures for all other accounts are Gary Pochkar and Timothy Gonzales.
3. Certification of Payroll – Timothy Gonzales, Superintendent
4. Superintendent to be authorized to approve conferences, workshops, and travel requests \$2,000 and under.
5. Superintendent may authorize fund transfers up to \$10,000 maximum without prior Board approval.
6. All prior policies, by-laws, regulations, and code of ethics in effect previous year to be re-adopted.
7. Public Officers Law Sec. 18 to be reaffirmed
8. All textbooks currently in use to be re-adopted.
9. Tuition Rate to be set – according to Seneca Falls Formula.
10. Superintendent as Designee to apply for grants in aid for School District
11. Mileage reimbursement rate be at the current federal rate per mile when appropriate staff use their own vehicles on official business.
12. District’s continued participation in the Federal Free and Reduced Breakfast and Lunch Program for the 2022-2023 school year. The District assures that it will uniformly implement the required policy with respect to determining the eligibility of children for free and reduced price meals. The following prices will be effective September 1, 2022: Breakfast - \$1.50, Lunch - \$2.75, Milk - \$0.50.
13. Authorize Bonding of Personnel in the amount of \$1,000,000.
14. Meal expenses for overnight travel will be reimbursed based on per diem rates modeled after the United States General Services Administration per diem rates found at: <http://www.gsa.gov/portal>.
15. Authorize the use of District credit cards by Gary Pochkar, District Treasurer, Jamei Martin, Account Clerk-Typist, Glenn Jaquish, Building Maintenance Mechanic II, and Bus Drivers.
16. Job titles requiring District owned cell phones: Superintendent, Network Administrator, Building Maintenance Mechanic II, and three cell phones assigned to the Transportation Department.
17. Establish pay rate for substitutes:
 - Certified Substitute Teacher - \$100/day
 - Non-Certified Substitute Teacher - \$90/day
 - Substitute License Teaching Assistant (LTA) - \$13.20/hour
 - Substitute Nurse - \$125/day
 - Substitute Bus Driver - \$20/hour
 - Substitute Keyboard Specialist - \$13.20/hour
 - Substitute Teacher Aide - \$13.20/hour
 - Substitute Library Aide - \$13.20/hour
 - Substitute Nurse Aide - \$13.20/hour
 - Substitute Clerical Aide - \$13.20/hour
 - Substitute School Monitor - \$13.20/hour
 - Substitute Food Service Helper - \$13.20/hour
 - Substitute Cleaner - \$13.20/hour
18. Establish pay rate for Election Inspectors to be as per the current New York State Department of Labor Minimum Wage Hourly Rate.

19. Central Business Office w/ ONC BOCES

Resolved, that the below listed employees of the ONC BOCES Central Business office, under the direction of the Treasurer of Worcester Central School, may act as authorized agents of the Worcester Central School District for the following banking purposes:

Karen Speenburgh and Donald Brown - to originate wire transfers and transfers between accounts on the Citizens Bank and Community Bank internet banking websites.

Karen Speenburgh and Donald Brown - to originate wire transfers pertaining to payrolls and the payroll direct deposit on the Citizens Bank and Community Bank internet banking websites.

Karen Speenburgh and Donald Brown - to originate wire transfers for the purpose of debt payments.

20. Immediate and/or Emergency Staffing Needs

WHEREAS, from time to time vacancies arise in the School District in non-competitive and labor class civil service positions that are required to be filled as soon as practicable to ensure the continuous operation of the School District and the furtherance of its mission; and

WHEREAS, it is not always possible or practicable to wait until the next scheduled meeting of the Board of Education to make such necessary appointments; and

WHEREAS, the Board of Education desires to authorize the Superintendent of Schools to address such vacancies as soon as practicable and fill them with qualified candidates subject to the ultimate approval of the Board of Education at its next scheduled Board meeting.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the School District hereby authorizes the Superintendent of Schools to address immediate and/or emergency staffing needs in non-competitive and labor class civil service positions caused by vacancies by filling such vacancies with qualified candidates on a temporary basis, which shall be subject to formal action by the Board of Education at its next scheduled meeting.

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Shalor, seconded by Mrs. Serdy to approve the following designations for the 2022-2023 school year:

2022-2023
DESIGNATIONS

1. Bank of Richmondville, Key Bank, Chase Bank and Community Bank as official bank depositories
2. Official Newspapers – The Daily Star and Times-Journal
3. Schedule for Board Meetings – (as presented) Fourth Wednesday of the month, except July, August, September, November, December, February, April, and June. The regular meetings will be held in the library at 6:30 p.m.

Ayes 4 Nays 0 Motion carried

The Oath of Office will be administered to the following and filed with the District Clerk:

1. Melissa Leonard as Attendance Officer
2. Sherri France as Internal Claims Auditor
3. Elizabeth Perrillo as Deputy Internal Claims Auditor
4. Margaret Nelson as Tax Collector

Regular Board of Education Business

Faculty and Staff Sharing:

There was no one present who wished to address the Board.

Consent Agenda Item:

Motion made by Mrs. Shalor, seconded by Mr. Francis, to approve the following Consent Agenda item:

CONSENT
AGENDA

- Approval of Minutes – June 22, 2022 Regular Meeting

Ayes 4 Nays 0 Motion carried

Public to be Heard:

George Griffin addressed the Board. He read from a prepared document to the Board about Board participation, the counselor presentation from the previous meeting, a metal detector grant, shared his opinion of board conversation, and student investment.

Mercedes Ostrander addressed the Board on behalf of the Worcester Alumni Association about the possibility of moving the Worcester Central School graduation ceremony from Sunday to Saturday. Mary Ann Holmes also addressed the Board about the moving of the graduation ceremony at WCS from Sunday.

Action Required:

Motion made by Mrs. Shalor, seconded by Mrs. Francis.

RESOLVED, that the Board of Education of the Worcester Central School District, upon the recommendation of the Superintendent, does hereby appoint Kendal Darling, who holds an Initial New York State Teaching Certificate permitting her to teach in the Social Studies 7-12, areas in the public schools of New York State, to the position of full-time Social Studies Teacher in the Social Studies tenure area for a probationary period of four (4) years, to commence on August 31, 2022 and to end on August 31, 2026. The salary during the first year of this appointment will be paid in accordance with the salary schedule as outlined in the collective bargaining agreement between the Worcester Teachers Association and the Board of Education and the salary will be Step 1.

SOCIAL STUDIES
TEACHER
KENDAL DARLING

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Serdy, seconded by Mrs. Shalor.

RESOLVED, that the Board of Education of the Worcester Central School District, upon the recommendation of the Superintendent, does hereby approve the employment agreement for the District Treasurer for the 2022-2023 school year, as presented.

EMPLOYMENT
AGREEMENT
DISTRICT
TREASURER
2022-2023

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Francis, seconded by Mrs. Shalor.

RESOLVED, that the Board of Education of the Worcester Central School District, upon the recommendation of the Superintendent, does hereby accept the terms of and authorizes the Superintendent to execute a memorandum of agreement among the District, the Worcester Central School Teachers' Association NYSUT/AFT/AFL-CIO Local 3129 and Joanne Spina providing for the extension of the probationary appointment of Joanne Spina in the Special Education tenure area through November 30, 2023.

MOA - JUUL
AGREEMENT FOR
EXTENSION OF
TEACHER'S
PROBATIONARY
PERIOD
JOANNE SPINA,
SPECIAL
EDUCATION

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Francis, seconded by Mrs. Shalor.

RESOLVED, that the Board of Education of the Worcester Central School District, upon the recommendation of the Superintendent, does hereby approve Sandra Knapp, Elizabeth Perrillo, and Parker Sheldon as part-time 2022 summer technology help to be paid an hourly rate of \$15.00 per hour.

2022 SUMMER
TECHNOLOGY
HELP

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Serdy, seconded by Mrs. Francis.

RESOLVED, that the Board of Education of the Worcester Central School District, upon the recommendation of the Superintendent, does hereby award Sinon Farms as the Milk Supplier for the 2022-2023 school year, as per DCMO Bid #2022-141A.

SINON FARMS
MILK SUPPLIER
2022-2023

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Shalor, seconded by Mrs. Francis.

RESOLVED, that the Board of Education of the Worcester Central School District, upon the recommendation of the Superintendent, does hereby award Gillette Creamery (141b) as the Ice Cream Supplier for the 2022-2023 school year, as per DCMO Bid 2022-141B.

GILLETTE
CREAMERY
ICE CREAM
SUPPLIER
2022-2023

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Serdy, seconded by Mrs. Shalor.

RESOLVED, that the Board of Education of the Worcester Central School District, does hereby approve the Standard Work Day and Reporting Resolution for Elected and Appointed Officials for the 2022-2023 school year, as presented.

STANDARD WORK
DAY AND
REPORTING
RESOLUTION
2022-2023

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Serdy, seconded by Mrs. Shalor.

RESOLVED, that the Board of Education of the Worcester Central School District, does hereby accept the Claims Auditor Exception Report for the period June 1, 2022 to June 30, 2022, as presented.

CLAIMS AUDITOR
EXCEPTION
REPORT

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Serdy, seconded by Mrs. Shalor.

RESOLVED, that the Board of Education of the Worcester Central School District, does hereby declare the items presented as surplus items, to be disposed of, and to be removed from the master inventory list.

SURPLUS

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Serdy, seconded by Mrs. Francis.

RESOLVED, that the Board of Education of the Worcester Central School District, upon the recommendation of the Superintendent, does hereby approve the Worcester Central School Code of Conduct for 2022-2023, as presented.

WCS CODE OF
CONDUCT
2022-2023

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Shalor, seconded by Mrs. Francis.

RESOLVED, that the Board of Education of the Worcester Central School District, upon the recommendation of the Superintendent, does hereby approve the Worcester Central School Student/Parent Handbook, including the Code of Conduct, for 2022-2023, as presented.

WCS
STUDENT/PARENT
HANDBOOK WITH
CODE OF
CONDUCT 2022-2023

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Serdy, seconded by Mrs. Shalor.

RESOLVED, that the Board of Education of the Worcester Central School District, upon the recommendation of the Superintendent, does hereby approve the Worcester Central School Parent/Athlete Handbook for 2022-2023, as presented.

WCS
PARENT/ATHLETE
HANDBOOK
2022-2023

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Shalor, seconded by Mrs. Francis.

RESOLVED, that the Board of Education of the Worcester Central School District, upon the recommendation of the Superintendent, does hereby approve the Worcester Central School Staff Handbook for 2022-2023, as presented.

WCS STAFF
HANDBOOK
2022-2023

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Serdy, seconded by Mrs. Shalor.

RESOLVED, that the Board of Education of the Worcester Central School District, upon the recommendation of the Superintendent, does hereby approve the Worcester Central School Professional Development Plan 2022-2023, as presented.

WCS
PROFESSIONAL
DEVELOPMENT
PLAN
2022-2023

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Serdy, seconded by Mrs. Francis.

RESOLVED, that the Board of Education of the Worcester Central School District, upon the recommendation of the Superintendent, does hereby approve the Worcester Central School District-Wide School Safety Plan 2022-2023, as presented.

WCS DISTRICT-
WIDE SCHOOL
SAFETY PLAN
2022-2023

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Serdy, seconded by Mrs. Shalor.

RESOLVED, that the Board of Education of the Worcester Central School District, upon the recommendation of the Superintendent, does hereby approve the Worcester Central School Building-Level Emergency Response Plan 2022-2023, as presented.

WCS BUILDING-
LEVEL
EMERGENCY
RESPONSE PLAN
2022-2023

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Francis, seconded by Mrs. Shalor.

RESOLVED, that the Board of Education of the Worcester Central School District, does hereby accept the student transportation procedures (walker zones defined), as presented for the 2022-2023 school year.

STUDENT
TRANSPORTATION
PROCEDURES
2022-2023

WCS Walker Zones Defined

Walker zones as designated by the Board of Education, define the points at which students must walk to and from school. Walking zones do not apply to students in kindergarten and first grade, as these students are eligible for bus pick-up, regardless of the location of their residence. All students in the second grade, and continuing through the end of their school years, residing in designated walking zones, are expected to walk to and from school.

Traveling east from the school on Route 7 (Main Street):

The end of the walking zone coincides with the end of the sidewalk (293 Main Street, inclusive,) on the North side of Route 7 (Main Street).

The end of the walking zone is 260 Main Street, inclusive, on the South side of Route 7 (Main Street).

All residences on Mill Street and Chase Street are in the walking zone.

The end of the walking zone on West Hill Road coincides with the end of the sidewalks at the intersection of Route 7 (Main Street) and West Hill Road. All residences on West Hill Road are considered outside the walking zone except those residences located on each corner of the intersection of Route 7 (Main Street) and West Hill Road.

A centralized bus stop location at the intersection of Halleck Drive and West Hill Road will pick up and drop off students in residences located on Halleck Drive, Little Street, and Kelso Street.

Traveling west from the school on Route 7 (Main Street):

The end of the walking zone coincides with the end of the sidewalks on both the north and south side of Route 7 Main Street). All residences located on Park Street are in the walking zone.

The end of the walking zone on County Route 39/Decatur Street coincides with the end of the sidewalk begins on County Route 39. All residences located on Church Street, Water Street, Elm Street, Maple Street, Cook Street, Fairlawn Avenue, and Solar Bluff are in the walking zone.

The end of the walker zone on South Hill Road ends at the railroad tracks. All residences located on Church Street and Depot Street are in the walking zone.

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Shalor, seconded by Mrs. Francis.

RESOLVED, that the Board of Education of the Worcester Central School District, does hereby approve the CASEBP Designee to the Board of Directors for 2022-2023 to be Timothy Gonzales, District officer representative and Gary Pochkar, District’s interim designee.

CASEBP DESIGNEE
AND DISTRICT’S
INTERIM DESIGNEE
2022-2023

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Shalor, seconded by Mrs. Francis.

RESOLVED, that the Board of Education of the Worcester Central School District, does hereby table the proposed revised 2022-2023 Worcester Central School Calendar.

TABLE REVISED
2022-2023
WORCESTER
CENTRAL SCHOOL
CALENDAR

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Shalor, seconded by Mrs. Serdy.

RESOLVED, that the Board of Education of the Worcester Central School District, upon the recommendation of the Superintendent, does hereby approve the NYS 21st Century Community Learning Centers Program *Creating Rural Opportunities Partnership* (CROP) 2022-2023 Memorandum of Agreement between Roxbury Central School (Lead School/Lead Agency) and Worcester Central School (Partnering School) for 2022-2023, as presented, and authorizes the Superintendent to sign the agreement on its behalf.

CREATING RURAL
OPPORTUNITIES
PARTNERSHIP
(CROP) 2022-2023

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Shalor, seconded by Mrs. Serdy.

RESOLVED, that the Board of Education of the Worcester Central School District, does hereby approve the CSE/CPSE recommendation, as presented for student: #2385, #3890, #2384, #3534, #3651, #2589, #3505, #2575, #3555, #3725, #2025, #3808, and #3877.

CPSE/CSE
RECOMMENDATIONS

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Serdy, seconded by Mrs. Francis.

RESOLVED, that the Board of Education of the Worcester Central School District, does hereby regretfully accept the resignation of Daniel Reardon as a Bus Driver, effective July 7, 2022.

RESIGNATION
BUS DRIVER
DANIEL REARDON

Ayes 4 Nays 0 Motion carried

Motion made by Mrs. Shalor, seconded by Mrs. Francis.

RESOLVED, that the Board of Education of the Worcester Central School District, does hereby regretfully accept the resignation of Jacqueline Dinge as Art Teacher and as Art Club Advisor, effective August 2, 2022.

RESIGNATION
ART TEACHER
AND
ART CLUB
ADVISOR
JACQUELINE
DINGE

Ayes 4 Nays 0 Motion carried

Principal Reports:

Mrs. Sill reported to the Board about elementary and secondary level news and information.

Mr. Kwiatkowski arrived at 6:29 p.m.

Board Member and/or Superintendent Items:

Mr. Gonzales reported to the Board on Alyssa's Law that requires New York State schools to now consider the use of silent panic alarms when reviewing the district-level school safety plans.

Mr. Gonzales provided the Board with a capital project update

Informational:

The June 2022 bus mileage reports were given to board members for their review.

The next regular meeting will be held on Wednesday, August 17, 2022 at 6:30 p.m. in the library.

Motion made by Mrs. Shalor, seconded by Mrs. Serdy, to go into executive session at 6:42 p.m. to discuss: the collective negotiations pursuant to article 14 of the Civil Service Law.

EXECUTIVE
SESSION

Mr. Gonzales was invited into executive session.

Ayes 5 Nays 0 Motion carried

Motion made by Mrs. Francis, seconded by Mrs. Shalor to return to the business of the regular meeting at 7:01 p.m.

RECONVENE

Ayes 5 Nays 0 Motion carried

The Board recessed to perform a building walk-through at 7:01 p.m.

The Board resumed the organizational/regular meeting at 7:24 p.m.

Motion made by Mrs. Shalor, seconded by Mr. Kwiatkowski.

RESOLVED, that the Board of Education of the Worcester Central School District, upon the recommendation of the Superintendent, does hereby approve to revise the 2022-2023 Worcester Central School Calendar by switching the Superintendent Conference Days for the 2022-2023 school year to be held on August 31, 2022 and September 1, 2022, as presented.

REVISE THE 2022-
2023 SCHOOL
CALENDAR:
SUPERINTENDENT
CONFERENCE
DAYS AUGUST 31,
2022 AND
SEPTEMBER 1, 2022

Ayes 5 Nays 0 Motion carried

Motion made by Mrs. Shalor, seconded by Mrs. Francis to adjourn the meeting at 7:25 p.m.

ADJOURN

Ayes 5 Nays 0 Motion carried

Respectfully submitted,

Wendy V. Elliott, District Clerk