

**WILLIAMSVILLE CENTRAL SCHOOLS
BOARD OF EDUCATION
DISTRICT OFFICES BOARDROOM
105 CASEY ROAD, EAST AMHERST, NY 14051
ORGANIZATIONAL MEETING AGENDA
MONDAY, JULY 2, 2018 at 7:00 PM**

ORGANIZATIONAL MEETING 7:00 PM

Video recordings of the meetings are also available online at the District web site www.williamsvillek12.org

		TIME ITEM BEGINS
I.	PUBLIC SESSION CALL TO ORDER	6:00 PM
II.	EXECUTIVE SESSION (Employment Matters relating to Particular Person(s), Collective & Negotiations & Current Litigation)	6:01 PM
III.	CALL TO ORDER A. ROLL CALL B. EMERGENCY FIRE ANNOUNCEMENT C. AGENDA REVIEW	7:00 PM
IV.	INSTALLATION OF NEWLY ELECTED BOARD MEMBERS A. OATH OF OFFICE-DISTRICT CLERK 1. Mr. Eric Borenstein 2. Mr. Shawn P. Lemay 3. Mr. Mark Mecca	
V.	PUBLIC SESSION A. SECOND ROLL CALL B. <i>PLEDGE TO THE FLAG</i> C. RECOGNITION	
VI.	PUBLIC EXPRESSION (THREE MINUTE LIMIT PER PERSON)	
VII.	ADOPTION OF ELECTION PROCESS & THE ELECTION OF OFFICERS A. ADOPTION OF AN ELECTION PROCESS - (ATTACHMENT A) B. ELECTION OF PRESIDENT C. ELECTION OF VICE PRESIDENT	ACTION
VIII.	OATH OF OFFICE A. BOARD OFFICERS 1. PRESIDENT 2. VICE PRESIDENT B. SUPERINTENDENT - DR. SCOTT G. MARTZLOFF	
IX.	ANNUAL APPOINTMENTS President will appoint a Parliamentarian - A. DISTRICT CLERK - LYNN CAREY B. DISTRICT TREASURER - TRACEY SULLIVAN C. DEPUTY DISTRICT TREASURER - ZULFIOAR JAFFRI D. TAX COLLECTORS - (TOWN OF AMHERST, TOWN OF CLARENCE AND TOWN OF CHEEKTOWAGA) E. APPOINTING OFFICER FOR CIVIL SERVICE APPOINTMENTS - DR. JOHN MCKENNA F. EXTRA CLASSROOM ACTIVITIES TREASURERS - (ATTACHMENT B) G. SCHOOL DISTRICT ATTORNEYS - (ATTACHMENT C) H. PURCHASING AGENT - RONALD BOWSER I. DEPUTY PURCHASING AGENT - THOMAS MATURSKI J. ATTENDANCE OFFICER - DR. ANNA CIERI K. SCHOOL DISTRICT AUDITORS - (ATTACHMENT D) CLAIMS AUDITOR EXTERNAL AUDITOR INTERNAL AUDITOR L. CENSUS ENUMERATOR - PAULA COLBURN	ACTION

	<p>M. RECORDS ACCESS OFFICER - LAURIE COCCIONITTI N. RECORDS MANAGEMENT OFFICER - LYNN CAREY O. SCHOOL PHYSICIANS (SEE ATTACHMENT E) P. SCHOOL MEDICAL DIRECTOR - CHRISTINE HARDING, NP Q. MEDICAID COMPLIANCE OFFICERS - THOMAS MATURSKI AND DR. ANNA CIERI R. EAP SPECIALIST - EMPLOYEE RESOURCES, INC. S. OCCUPATIONAL HEALTH SERVICES - HEALTHWORKS T. ASBESTOS HAZARD EMERGENCY RESPONSE ACT (AHERA) DESIGNEE - KEITH LANGLOTZ U. INTEGRATED PEST MANAGEMENT DESIGNEE - KEITH LANGLOTZ V. CHEMICAL HYGIENE OFFICER - THOMAS MATURSKI W. REVIEWING OFFICIAL, HEARING OFFICIAL AND VERIFICATION OFFICIAL FOR PARTICIPATION IN THE FEDERAL CHILD NUTRITION PROGRAM - THOMAS MATURSKI X. EDUCATION OFFICIAL DESIGNATED TO RECEIVE COURT NOTIFICATION REGARDING A STUDENT'S SENTENCE/ADJUDICATION IN CERTAIN CRIMINAL CASES AND JUVENILE DELINQUENCY PROCEEDINGS - DR. ANNA CIERI Y. TITLE IX/SECTION 504/ADA COMPLIANCE OFFICER - STUDENTS: DR. ANNA CIERI; STAFF: DR. JOHN MCKENNA Z. LIAISON FOR HOMELESS CHILDREN AND YOUTH - DR. ROSA D'ABATE AA. DISTRICT'S SECURITY MONITORING SERVICE - AMHERST SECURITY PROFESSIONALS, INC. BB. DISTRICT'S ATHLETIC TRAINER - EXCELSIOR CC. CHIEF EMERGENCY OFFICER - DR. ANNA CIERI</p>	
X.	<p>ANNUAL DESIGNATIONS A. OFFICIAL NEWSPAPER(S) 1. <i>AMHERST BEE</i> 2. <i>BUFFALO NEWS</i> B. CERTIFIER OF PAYROLLS - DR. JOHN MCKENNA C. BANK SIGNATORIES - TRACEY SULLIVAN, THOMAS MATURSKI & ZULFIQAR JAFFRI D. BANK DEPOSITORIES - (ATTACHMENT F)</p>	ACTION
XI.	<p>ANNUAL AUTHORIZATION/OTHER ACTIONS A. ADOPT POLICY MANUAL B. AUTHORIZATION FOR THE INVESTMENT OF FUNDS BY THE TREASURER (ATTACHMENT G) C. AUTHORIZATION FOR ASSISTANT SUPERINTENDENT FOR FINANCE & MANAGEMENT SERVICES TO MAKE CREDIT APPLICATIONS (ATTACHMENT G) D. AUTHORIZATION FOR THE APPROVAL OF EMPLOYEE TRAVEL BY THE SUPERINTENDENT AND THE APPROVAL OF TRAVEL BY THE SUPERINTENDENT BY THE BOARD PRESIDENT OR DESIGNEE WITH 2018-2019 BUDGET GUIDELINES (ATTACHMENT G) E. AUTHORITY DURING ABSENCE OF THE SUPERINTENDENT - (ATTACHMENT H) F. MILEAGE REIMBURSEMENT RATE - IRS RATE \$.545 PER MILE G. CELL PHONE ANNUAL RATE - 50% BASED ON PRIOR YEAR CALCULATION H. FACILITY USAGE FEE PER POLICY (ATTACHMENT I) I. RESOLUTION PERMITTING PARTIAL PAYMENT OF SCHOOL TAXES - (ATTACHMENT J) J. AUTHORITY TO ACT IN ABSENCE OF DISTRICT CLERK - THOMAS MATURSKI K. AUTHORITY TO ACT IN ABSENCE OF RECORDS OFFICER - LYNN CAREY L. AUTHORIZATION FOR THE SUPERINTENDENT OR HIS DESIGNEE TO SIGN CONTRACTS (ATTACHMENT K) M. ANNUAL AUDIT COMMITTEE CHARTER (ATTACHMENT L) N. COOPERATIVE BID AGREEMENT WITH AMHERST AND SWEET HOME SCHOOLS AND TO PARTICIPATE IN STATE, LOCAL AND FEDERAL BIDS (ATTACHMENT M)</p>	ACTION
XII.	<p>BOARD OF EDUCATION APPOINTMENTS – (ATTACHMENT N) A. ERIE COUNTY ASSOCIATION OF SCHOOL BOARDS (ECASB) DELEGATE ASSEMBLY 1. BOARD DELEGATE 2. BOARD ALTERNATE B. ECASB LEGISLATIVE TEAM 1. BOARD REPRESENTATIVE 2. BOARD ALTERNATE C. ECASB BUDGET & FINANCE TEAM 1. BOARD REPRESENTATIVE 2. BOARD ALTERNATE D. VOTING DELEGATE TO NEW YORK SCHOOL BOARDS ASSOCIATION ANNUAL CONFERENCE 1. BOARD DELEGATE 2. BOARD ALTERNATE DELEGATE</p>	ACTION

	<p>E. DISTRICTWIDE LIAISON ASSIGNMENTS AND BOARD LIAISON GUIDELINES (ATTACHMENT O)</p> <p>F. IMPARTIAL HEARING BOARD MEMBER AND ALTERNATE TO APPROVE THE ASSIGNMENT OF SPECIFIC IMPARTIAL HEARING OFFICERS FROM THE BOARD APPROVED LIST</p> <p>G. AUDIT COMMITTEE</p> <ol style="list-style-type: none"> 1. APPOINT (MINIMUM OF THREE) BOARD MEMBERS 2. APPOINT CHAIRPERSON <p>H. SHARED SERVICES COMMITTEE</p> <ol style="list-style-type: none"> 1. APPOINTE BOARD MEMBERS 	
XIII.	<p>BOARD OF EDUCATION OPERATIONS</p> <p>A. ADOPT WORK OF THE BOARD (JOINT CODE OF CONDUCT, OPERATING PRINCIPLES, GUIDELINES, PLAN FOR SELF EVALUATION) - (ATTACHMENT P)</p> <p>B. ADOPT PRINCIPLES FOR ORDER FOR CONTROVERSIAL MEETINGS - (ATTACHMENT Q)</p> <p>C. ADOPT GUIDELINES FOR AND ESTABLISH SCHOOL VISITATIONS FOR 2018-2019 - (ATTACHMENT R)</p> <p>D. BOARD OF EDUCATION MEETING CALENDAR 2018-2019 - (ATTACHMENT S)</p> <p>E. SET BOARD RETREAT DATE(S)</p> <p>F. RESOLVE TO SCHEDULE AND SET DATES FOR BOARD COMMUNITY FORUMS FOR 2018-2019</p>	ACTION
XIV.	<p>OTHER MATTERS</p> <p>A. CONSENT AGENDA (Correlated File CF.XIV.A.18-19-1)</p> <ol style="list-style-type: none"> 1. PERSONNEL <ol style="list-style-type: none"> a. CERTIFIED STAFF b. CLASSIFIED-SUPPORT STAFF 2. BUSINESS ITEMS <ol style="list-style-type: none"> a. BIDS b. DONATIONS/GRANTS c. MONTHLY CASH REPORT - MAY d. CLAIMS AUDITOR REPORTS - MAY e. GENERAL FUND ANALYSIS - MAY f. CHILD NUTRITION REPORT – MAY g. EXTRA CLASSROOM ACTIVITY REPORT – MAY 3. SPECIAL NEEDS & STUDENT ACTIVITIES <ol style="list-style-type: none"> a. COMMITTEE ON SPECIAL EDUCATION b. COMMITTEE ON PRE-SCHOOL EDUCATION 	<p>ACTION ACTION</p> <p>ACTION ACTION INFORMATION INFORMATION INFORMATION INFORMATION</p> <p>ACTION ACTION</p>
	<p>B. APPROVAL OF MINUTES</p> <ol style="list-style-type: none"> 1. JUNE 12, 2018 REGULAR BOARD MEETING 	ACTION
	<p>C. BOARD ACKNOWLEDGEMENTS</p>	INFORMATION
	<p>D. PRESIDENT'S REPORT (Correlated File CF.XIV.D.18-19-1)</p> <ol style="list-style-type: none"> 1. NYSBBA <ol style="list-style-type: none"> a. 99TH ANNUAL CONVENTION & EDUCATIONAL TRADE SHOW OCTOBER 25-27, NEW YORK, NY, APPROVE ATTENDEES b. BOARD OFFICERS ACADEMY SEPTEMBER 28, 2018, ROCHESTER, APPROVE ATTENDEES c. SUMMER LAW CONFERENCE JULY 19, 2018 ROCHESTER, APPROVE ATTENDEES 2. ECASB <ol style="list-style-type: none"> a. APPROVE 2018-2019 MEMBERSHIP & AUTHORIZE PAYMENT OF DUES b. 40th ANNUAL WNY EDUCATION LAW CONFERENCE WEDNESDAY, AUGUST 1, 2018, MILLENNIUM HOTEL, CHEEKTOWAGA, APPROVE ATTENDEES 	<p>ACTION</p> <p>ACTION ACTION</p> <p>ACTION ACTION</p>
	<p>E. SUPERINTENDENT'S REPORT (Correlated File CF.XIV.E.18-19-1)</p> <ol style="list-style-type: none"> 1. COMMUNITY UPDATE 2. POLICY REVISIONS <ul style="list-style-type: none"> #5660 MEAL CHARGING AND PROHIBITION AGAINST MEAL SHAMING #7242 MILITARY RECRUITERS' ACCESS TO SECONDARY SCHOOL STUDENTS AND INFORMATION ON STUDENTS #7512 STUDENT PHYSICALS #7513 ADMINISTRATION OF MEDICATION 	INFORMATION SECOND READINGS & ADOPTION
	<p>F. FINANCE (Correlated File CF.XIV.F.18-19-1)</p> <ol style="list-style-type: none"> 1. YEAR-END DONATION REPORT 2. APPROVE PROPERTY TAX SETTLEMENT 	INFORMATION ACTION
	<p>G. LEGISLATION</p>	
	<p>H. CURRICULUM (Correlated File CF.XIV.H.18-19-1)</p>	
	<p>I. PERSONNEL (Correlated File CF.XIV.I.18-19-1)</p>	

	J. DISTRICT FACILITIES & SUPPORT SERVICES (XIV.J.18-19-1) 1. APPROVE CHANGE ORDER	ACTION
	K. SPECIAL NEEDS AND STUDENT ACTIVITIES (XIV.K.18-19-1) 1. APPROVE COMMITTEE ON SPECIAL EDUCATION AND COMMITTEE ON PRESCHOOL SPECIAL EDUCATION MEMBERSHIP 2. APPROVE APPOINTMENT OF IMPARTIAL HEARING OFFICERS 3. STATE PERFORMANCE PLAN INDICATOR 8 RESULTS 4. DISTRICT SPECIAL EDUCATION PLAN	ACTION ACTION INFORMATION ACTION
	L. COMMITTEE OF THE WHOLE	
	M. CORRESPONDENCE	INFORMATION
XV.	EXECUTIVE SESSION	ACTION
XVI.	PUBLIC SESSION	ACTION
XVII.	ADJOURNMENT	ACTION

NEXT BOARD MEETING:

Tuesday, August 7, 2018 7:00 PM Regular Board Meeting-Goal Setting Workshop-District Safety Plan Public Hearing

Spectrum (formerly Time Warner Cable):

****NEW**** LCTV Channel 1302 will televise the July 2, 2018 Board of Education meeting on Saturday, July 14th at 7:00 PM and Sunday, July 15th at 1:00 PM. The remaining Board of Education meetings will be televised on LCTV Channel 1302 on the Saturday, at 7:00 PM and Sunday, at 1:00 PM, following the Tuesday night meeting.