

**REGULAR/REORGANIZATIONAL MEETING  
MONDAY, JULY 15, 2019**

**CALL TO ORDER:**

A regular/reorganizational meeting of the Board of Education was held in the high school library media center and was called to order by Superintendent Jeffrey Kisloski at 7:00 p.m., with the following board members present: Raymond Parmarter, Brent Doane, Nate Brace, and Rebecca Lyon., as well as member elects Hannah Murray and Michael Blake.

**BOARD MEMBER ADMINISTERED OATH OF OFFICE:**

Superintendent Kisloski administered the Oath of Allegiance to newly elected Board Members Hannah Murray and Michael Blake.

**REORGANIZATION:**

**Raymond Parmarter Elected Board President:**

Michael Blake nominated Raymond Parmarter for Board President for the 2019-2020 school year. Brent Doane seconded the nomination. A roll call vote was taken: Ayes 5 (Murray, Blake, Doane, Lyon, Brace); Nays 0. The motion carried unanimously. Superintendent Kisloski administered the Oath of Allegiance to Mr. Parmarter.

**Josh Soper Elected Board Vice-President:**

Motion was made by Brent Doane, seconded by Hannah Murray, nominating Josh Soper as Vice-President for 2019-2020 school year. Motion was carried unanimously: 5 Ayes, Nays 0.

Motion was made by Rebecca Lyon, seconded by Nate Brace to adopt the following resolutions as presented:

**District Clerk Appointed:**

RESOLVED, that *Kathlyn M. Hinkle* is and hereby is appointed Clerk of the Board of Education/District Clerk of the Candor Central School District for the fiscal year 2019-2020.

The Oath of Allegiance was administered to Mrs. Hinkle by Superintendent Kisloski.

**School Business Official Appointed:**

RESOLVED, that *Sydney R. Wade* is appointed School Business Official of the Candor Central School District for the fiscal year 2019-2020.

The Oath of Allegiance was administered to Mrs. Wade by Superintendent Kisloski.

**District Tax Collector Appointed:**

RESOLVED, that *Julie Kephart* of Tompkins-Seneca-Tioga BOCES be and hereby is appointed District Tax Collector, and *Melissa Rutter* of Tompkins-Seneca-Tioga BOCES be and hereby appointed Deputy Tax Collector for the Candor Central School District for the fiscal year 2019-2020.

**District Attorney(s) Appointed:**

RESOLVED, that for the fiscal year 2019-2020, Hogan, Sarzynski, Lynch, DeWind & Gregory, LLP and/or Coughlin & Gerhart be and hereby are appointed attorneys for personnel matters for the Candor Central School District, to be paid on an hourly basis.

**School Physician Appointed:**

RESOLVED, that the United Health Services (Candor Family Care Center) be and hereby is appointed school physician for the fiscal year 2019-2020.

**Official School Newspaper Appointed:**

RESOLVED, that the *Gannett Newspapers (Ithaca Journal, Binghamton Press & Sun Bulletin and Elmira Gazette)* be designated as the official newspaper for the Candor Central School District during the fiscal year 2019-2020 for the publication of all legal notices and other such data as is required to be published by law and for which the same may be qualified to act.

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**Tioga State Bank Official Depository: Tioga State Bank to Receive Wire Transfers:**

RESOLVED, that the Tioga State Bank be and hereby is designated as the official depository for the funds of the Candor Central School District during the fiscal year 2019-2020, and that the Tioga State Bank be and hereby is designated to receive the wire transfer of funds from the State Education Department during the fiscal year 2019-2020.

**Time and Place Set for Board Meetings:**

RESOLVED, that the designated time and place for the regular meetings of the Board of Education will be the third Thursday of each month beginning at 7:00 p.m. in the High School Library Media Center.

**Superintendent Designated Purchasing Agent:**

RESOLVED, that the Superintendent of Schools is and hereby is appointed Purchasing Agent for the Candor Central School Board of Education for the fiscal year 2019-2020 and that he be authorized to purchase supplies and equipment for services as provided for in the budget. The Purchasing Agent shall also be authorized to advertise and request bids for all items over \$10,000.00.

**Superintendent Authorized to Approve Conferences:**

RESOLVED, that the Superintendent of Schools, be and hereby is authorized to approve requests of staff personnel to attend conferences and/or workshops within the limits of the budget.

**Mileage Reimbursement Rate Set:**

RESOLVED, that the mileage rate for the use of personal vehicles for the performance of Candor Central School business be established for the current school year at 58.0 cents per mile, only when a school car is not available.

**Superintendent Authorized to Make Appropriation Transfers:**

RESOLVED, that the Superintendent of Schools be and hereby is authorized to make transfers of appropriations within and between functional unit appropriations to be reported to the Board at the next regular meeting.

**Application for Federal and State Funds Approved:**

RESOLVED, that the Candor Central School Board of Education may apply for, accept, and use federal funds, special state aid funds, or other sources of funding for the development of projects which will improve the education of the children in the Candor Central School District.

**Approval Given to Make Temporary Loans:**

RESOLVED, that the School Business Official, be and hereby is authorized to make temporary loans from the General Fund to the Federal Aid Fund and/or Cafeteria Fund such sums as are necessary to pay the then current payrolls and warrants until revenues are received for the respective funds.

**School Business Official Approved to Invest School Monies:**

RESOLVED, that the Board of Education delegates the authority to invest Candor Central School District monies to the School Business Official, in accordance with Sections 1604a and 1723a of the Education Law and any other pertinent regulations.

**TST BOCES Executive Committee Member Appointed:**

RESOLVED, that Board Member Michael Blake is appointed to the Executive Committee of the Tompkins-Seneca-Tioga School Board's Association for the 2019-2020 fiscal year.

**School Business Official Appointed to TST BOCES Worker's Compensation Board:**

RESOLVED, that the School Business Official, be appointed to the Board of Directors of the Tompkins-Seneca-Tioga BOCES Worker's Compensation Plan for the 2019-2020 fiscal year.

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**Petty Cash Funds Established:**

RESOLVED, that continuance of the following petty cash funds in the total amount of \$575.00 be and hereby is authorized with designated custodians:

High School Office/High School Secretary:	50.00
Elem. Sch. Office/Elementary Secretary:	75.00
District Office/District Office Secretary	50.00
School Activities/High School Secretary	200.00
Athletic Events/Athletic Coordinator	200.00

**Activity Funds Treasurer Appointed**

RESOLVED, that Taylor Green be and hereby is appointed Central Treasurer for Extra-Curricular Activity Funds for the 2019-2020 school year.

**School Business Official Named Auditor for Activities Funds:**

RESOLVED, that the School Business Official, be and hereby is appointed extra-curricular activity auditor for the school year 2019-2020.

**Signers for Fund Disbursement Designated:**

RESOLVED, that the School Business Official or the School Board President, be designated signer for the disbursement of all funds of the Candor Central School District during the fiscal year 2019-2020.

**Authorization Given to Issue Checks:**

RESOLVED, that the School Business Official or the School Board President of the Candor Central School District be authorized to issue checks during the 2019-2020 school year to cover all payrolls, employee benefits, conferences, utilities, and contracts when due; and amounts payable to the Postmaster, Candor, New York 13743, necessary for the purchase of stamps or the re-establishment of credit on the postage meter, not to exceed One Thousand Dollars (\$1,000.00). The foregoing expenditures are to be reported at the next regular board meeting.

**Superintendent Authorized to Certify Payrolls:**

RESOLVED, that the Superintendent of Schools be and hereby is authorized to certify all payrolls prepared on behalf of the Candor Central School District for the fiscal year 2019-2020.

**Claims Auditor Appointed:**

RESOLVED, that Kathlyn M. Hinkle is appointed as Claims Auditor for the Candor Central School District for the fiscal year 2019-2020.

**Asbestos Designee, Chemical Hygiene Officer, and School Pesticide Representative Appointed:**

RESOLVED, that Lonny Seeley be appointed as Asbestos Designee, Chemical Hygiene Officer, and School Pesticide Representative for the Candor Central School District for the fiscal year 2019-2020.

**Federal Aid Contact:**

RESOLVED, that the School Business Official be appointed as Federal Aid Contact for the Candor Central School District for the fiscal year 2019-2020.

**School Lunch Fund Signers Appointed:**

RESOLVED, that the Superintendent of Schools or School Business Official be appointed as signers for the School Lunch Fund of the Candor Central School District for the fiscal year 2019-2020.

**Insurance Consultant:**

RESOLVED, that Mang Insurance Agency is designated as insurance consultant for the fiscal year 2019-2020.

**Independent District Auditors:**

RESOLVED, that the Board of Education of Candor Central School District contract with the firm of INSERO & CO. for services as annual independent district auditor for the fiscal year 2019-2020 at a fee not to exceed \$19,000.00.

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**Attendance Officers Appointed:**

RESOLVED, that the High School Attendance Aide(s) and the Elementary School Attendance Aide be appointed attendance officers for the Candor Central School District for the school year 2019-2020.

**Jr/Sr H.S. Principal Advisor of Extra-Curricular Activities:**

RESOLVED, that the Jr/Sr High School Principal be and hereby is appointed chief faculty advisor of extra-curricular activities for the school year 2019-2020.

**Memorial Committee Members Appointed:**

President Parmarter appointed the following board members to serve on the following scholarship committees:

Helen Sackett Memorial Scholarship Committee:

Board of Education President, Raymond Parmarter and Vice-President Josh Soper

Dallas K. Martin Memorial Scholarship Committee: Nate Brace

Harold E. Jansen Memorial Scholarship Committee: Hannah Murray

Francia M. King Memorial Scholarship Committee: Brent Doane

Maurice Marks Memorial Scholarship Committee: Rebecca Lyon

**Appoint the following Special Education Committee for the 2019-2020 school year:**

School Psychologist:

Alison Wright

CSE Chairperson:

Angela Holmes

School Physician (K-12 Faculty):

United Health Services/Candor Family Care

**School Business Official Records Retention Officer:**

RESOLVED, that the School Business Official be and hereby is appointed Records Retention Officer for the Candor Central School District for the 2019-2020 school year.

**District Clerk Records Management Officer:**

RESOLVED, that the District Clerk be and hereby is appointed Records Management Officer for the Candor Central School District for the 2019-2020 school year.

**Superintendent Records Access Officer:**

RESOLVED, that the Superintendent of Schools be and hereby is appointed Records Access Officer for the Candor Central School District for the 2019-2020 school year.

**Fee for Making Copies Set:**

RESOLVED, that the charge for making copies be set at Twenty-Five Cents (\$0.25) per copy for the fiscal year 2019-2020.

**Fee for Faxing Documents:**

RESOLVED, that the fee for faxing documents be set at One Dollar (\$1.00) per page for the fiscal year 2019-2020.

**Hourly Rate Set for Clerks and Inspectors:**

RESOLVED, that the hourly rate of pay for Clerks and Inspectors for the Annual Budget Vote shall be \$12.50 per hour.

**Principals Given Authority to Suspend:**

RESOLVED, that the Jr/Sr High School Principal and Elementary Principal be authorized to suspend within the confines of the Education Law.

**Non-Resident Tuition:**

RESOLVED, that Non-resident students requesting to enroll in the Candor Central School District shall be permitted to attend Candor Schools, with the recommendation of the Building Principal and approval of the Superintendent of Schools, tuition-free for the 2019-2020 school year.

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*Non-Resident Tuition resolution continued...*

Non-resident students wishing to enroll in the Candor Central School District for the 2019-2020 school year will follow District procedures to request non-resident student status. Building Principals determination for non-resident student enrollment will be based on availability of program, student attendance, and discipline record. Building Principals decision for enrollment is final.

### Title IX Compliance Officer Appointed:

RESOLVED, that the CSE Chairperson hereby is appointed Title IX Compliance Officer for the 2019-2020 school year.

### Impartial Hearing Officers List Approved:

RESOLVED, that the Updated Rotational Selection List of Impartial Hearing Officers pursuant to Section 200.1(x) of the Regulations of the Commissioner of Education, as maintained by the New York State Education Department/VESID and available on the NYSED website, is hereby approved.

### Liaison for Homeless Children Appointed:

RESOLVED, that the Transportation Director hereby is appointed Liaison for Homeless Children.

### Educational Official to Receive Court Notification Regarding Students:

RESOLVED, that the Superintendent of Schools hereby is appointed as the Designated Educational Official to Receive Court Notification Regarding Students.

The motion carried unanimously, 6 Ayes and 0 Nays.

### Continuance of Regular Meeting...

### **CSE/CPSE REPORTS APPROVED:**

A motion was made by Michael Blake, seconded by Brent Doane, to accept the CSE/CPSE Reports, as presented. The motion carried unanimously.

### **MINUTES APPROVED:**

A motion was made by Nate Brace, seconded by Brent Doane, to approve the minutes of the regular meeting held on June 20, 2019, as presented. The motion carried unanimously.

### **RECOGNITION OF VISITORS:**

President Parmarter recognized that there were no visitors present.

### **CONSENT AGENDA:**

Upon the recommendation of Superintendent Kisloski, a motion was made by Brent Doane, seconded by Rebecca Lyon, to approve the following personnel appointments and various Consent Agenda items as presented:

#### Recommended Appointments:

Approved the appointment of **Robert Truss**, as Full-Time/12-month lead School Bus Mechanic, effective July 1, 2019 (retroactive), with salary and benefits in accordance with the 2019-2020 Candor Employees Unit Contract.

Approved the appointment of the following individuals for the 2019-2020 school year with salaries in accordance with the 2019-2020 Extra-Curricular Pay Schedule:

- 1.) **Kyle Pierce** - Asst. Football Coach

Approved the appointment of **Lorisa Bates** as a Long-Term Substitute Teacher for Third Grade Special Education for the 2019-2020 school year, effective September 1, 2019. Salary and benefits will be in accordance with the 2019-2020 Substitute Teacher Pay Schedule.

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Donations:

Accepted a donation from **Merry-Go-Round Playhouse** in the amount of \$3,290.00 as a gift to the CCS General Fund for Arts in Education programming.

New Textbook Purchases:

Approved the following new textbook purchases:

a. Handy - 2<sup>nd</sup> Grade ELA:

Publisher: Scholastic

Title

\* #20 Dingoes at Dinnertime

\* A True Book-Geography: Continents: Australia and Oceania

\* National Geographic Kids-Great Migrations: Whales

\* Harriet the Spy

\* Guided Reading Set: Level Q - Superfudge

\* Charlotte's Web

Qty

20 at \$4.13 ea

20 at \$5.21 ea

20 at \$3.71 ea

20 at \$5.24 ea

4 at \$30.95 ea

20 at \$5.21 ea

Estimated s & h

*Total Cost*

Total

\$ 82.60

\$104.20

\$ 74.20

\$104.80

\$123.80

\$104.20

\$ 53.98

*\$653.77*

b. Lux - 11<sup>th</sup>/12<sup>th</sup> Grade Oceanography:

Publisher: McGraw-Hill

Author: Castro/Huber

Title

\* Marine Science

\* Marine Science - Teacher Edition

Qty

17 at \$135.30 ea

1 at \$150.00 ea

*Total Cost (plus s&h) \$2,450.10*

Total

\$2,300.10

\$ 150.00

c. McGee/Banks - 12<sup>th</sup> Grade College American Government

Publisher: Pearson Education

Author: Daniel/Shea

Title

\* American Government

Qty

20 at \$88.97 ea

*Total Cost (plus s&h) \$1,779.40*

Total

\$1,779.40

d. Monahan - 7<sup>th</sup> Grade English

Publisher: Little, Brown, and Company

Author: Jerry Spinelli

Title

\* Maniac Magee

Qty

70 at \$10.98 ea

*Total Cost (plus s&h) \$768.60*

Total

\$768.60

e. Lennon/Larson - 9<sup>th</sup> Grade English

Publisher: Perma-Bound

Author: Ernest Cline

Title

\* Ready Player One

Qty

85 at \$19.55 ea

*Total Cost (plus s&h) \$1,661.75*

Total

\$1,661.75

f. Larson - 8<sup>th</sup> Grade English

Publisher: Perma-Bound

Author: Yousafzai/McCormick

Title

\* I Am Malala: How One Girl Stood Up for Education  
and Changed the World: Young Readers  
Edition

Qty

85 at \$16.14 ea

*Total Cost (plus s&h) \$1,371.90*

Total

\$1,371.90

The motion for all consent agenda items carried unanimously.

**Reorganizational/Regular Meeting, July 15, 2019**

**Open Discussion:**

Superintendent Jeffrey Kisloski stated that he will go over the Safety Plan at the August meeting. He stated that the administrators will have reports to present in August.

Board Member Nate Brace asked Mr. Kisloski if there has been a decision made regarding having sheep at the solar field. Mr. Kisloski stated that he has told Renovus that the District would be open to having sheep at the solar field to keep the grass and weeds down, but has not received a final confirmation from them as to when or if the sheep will arrive.

Board Member Brent Doane asked Mr. Kisloski if there has been any word as to when the New York State Police will inhabit the space at the Bus Garage. Mr. Kisloski stated that he has not had any contact with them since March, and it is unknown at this time when they will move in.

Superintendent Kisloski stated that the first session of the summer professional development was held July 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup>. The program was very well done and was very well received.

Superintendent Kisloski and Director of Curriculum and Instruction Kimberleigh Nichols spoke of the Teacher Leadership Academy held at Minnowbrook at Blue Mountain Lake, NY July 8<sup>th</sup> -12<sup>th</sup>. This year's program was based on the "Signature Strengths," based on the program developed at the University of Pennsylvania. The goal that the teachers came up with is based around having "crews" set up where one teacher would be assigned to a group of students in various grades that the students can come to with any problems, etc. More information regarding this project can be found at [www.eleducation.org](http://www.eleducation.org). Mrs. Nichols stated that Beth Gance-Virkler put a ton of work into the Teacher Leadership Academy this year and did a tremendous job.

Mrs. Nichols stated that new CSE Chairperson Angela Holmes has already been doing a great job and has hit the ground running. Mrs. Nichols stated that having Asst. Elementary Principal/Athletic Director Peter Ahart attend the Teacher Leadership Academy was great.

Mr. Kisloski updated the Board on the status of the Smart School Bond Act. He stated that Gary Henry of Hunt Architects & Engineers has continued to work on the project but has been having a hard time getting answers from the New York State Education Department. Mr. Kisloski and Matt Gelder have a meeting scheduled with Mr. Henry on July 17<sup>th</sup> to discuss where to go from here.

**BOARD COMMENTS:**

Michael Blake thanked Angela Holmes for being a part of the group  
Brent Doane welcomed Angela Holmes to the District.

**VISITORS RECOGNIZED:**

President Parmarter recognized there were no visitors present at this time.

**ADJOURNMENT:**

President Parmarter adjourned the meeting at 7.42 p.m.

Respectfully submitted,

Kathlyn M. Hinkle  
Clerk of the Board