



REGULAR MEETING
197 Martin Road
Board Room
June 5, 2018 – 6:00 p.m.

AGENDA

- | | | |
|-------|---|---------------|
| I. | Call to Order | P. Abbott |
| II. | Roll Call | J. Walter |
| III. | Karley Kennedy to recite winning NY/New England Optimist Oratorical speech | T. Sandstrom |
| IV. | Approval of Minutes – May 16, 2018 | P. Abbott |
| V. | Additions/Deletions to the Agenda | P. Abbott |
| VI. | Open Session - 3/5 Minutes – Individual/Group | P. Abbott |
| VII. | Superintendent’s Report | T. Sandstrom |
| VIII. | Consideration of Financial Matters | V. Connors |
| | a. Approval of Financial Reports | |
| | b. Approval of Purchasing Bid | |
| | c. Approval of School Tax Refund | |
| | d. Approval of Change Orders | |
| | e. Approval of Instructional Copiers IPA | |
| | f. Approval of Administrative Copiers IPA | |
| | g. Approval of Reserves Resolution | |
| | h. Approval of Crescent Street Warehouse bid | |
| IX. | Personnel Matters | J. Joy |
| | a. Instructional Personnel | |
| | b. Non-Instructional Personnel | |
| | c. Tenure Recommendations | |
| X. | Pupil Personnel Services | J. Panebianco |
| | a. CSE Minutes and Placement Recommendations | |
| | b. CPSE Minutes and Placement Recommendations | |
| XI. | Old Business | |
| | a. Second Read and Approval of Policies 1110, 1120, 1210, 1220, 1230, 1310, 1320, 1330, 1331 and Student Ex Officio Member of the BOE | T. Sandstrom |
| XII. | New Business | |
| | a. First read of Policies | T. Sandstrom |
| | i. Policy 1332 Duties of the District Treasurer | |
| | ii. Policy 1333 Duties of the Tax Collector | |

- iii. Policy 1334 Duties of the External (Independent) Auditor
- iv. Policy 1335 Appointment and Duties of the Claims Auditor
- v. Policy 1336 Duties of the Extra Classroom Activity Fund
Central Treasurer and Faculty Auditor
- vi. Policy 1337 Duties of the School Activity
- vii. Policy 1338 Duties of the School Physician/Nurse
Practitioner
- viii. Duties of the Internal Auditor
- b. Approval of Agreements between the Superintendent of Schools, Jamestown City School District and the group of individuals known as “Confidentials” J. Joy
- c. Approval of Agreements between the Superintendent of Schools, Jamestown City School District and the group of individuals known as “Independents” J. Joy
- d. Approval of Agreements between the Superintendent of Schools, Jamestown City School District and the group of individuals known as “Central Administration” J. Joy
- e. Approval of Collective Bargaining Agreement between the Superintendent of Schools, Jamestown City School District and the Jamestown Principals’ Association J. Joy
- f. Approval of Collective Bargaining Agreement between the Superintendent of Schools, Jamestown City School District and the Jamestown Coordinators’ Association J. Joy
- g. Textbook Adoption M. McDowell

XIII. Announcements

XIV. Adjournment

**BOE Financial Resolutions
June 5, 2018**

Financial Reports:

BE IT RESOLVED, that the Jamestown City School District Treasurer's Reports be approved, as presented, for the period ending April 30, 2018.

BE IT RESOLVED, that the Jamestown City School District General Fund Revenue Status Report and the General Fund Budget Status Report be approved, as presented, for the period ending April 30, 2018.

BE IT RESOLVED, that the Jamestown City School District General Fund Budget Transfers over \$20,000.00 be approved, as presented, for the period ending April 30, 2018.

BE IT RESOLVED, that the Jamestown City School District Capital Project Expense Summary Report be approved, as presented, for the period ending April 30, 2018.

Purchasing Bid:

Groceries, Snacks and Meat Products - for the period of: 8/01/18 thru 6/30/19 as per specification. Bids were solicited from 17 vendors, and 3 bids were received.

Bid Advertised: April 4, 5, and 6, 2018

Bid Opening Date: May 1, 2018

<u>Bidding Vendors</u>	<u>Bid Amount</u>
Chudy Paper	\$164,792.68
Latina Foods	\$547,174.60

BE IT RESOLVED, that the bid for Groceries, Snacks and Meat Products for the period of 8/01/18 through 6/30/19 as per specification be awarded to: Chudy Paper for \$164,792.68 and Latina Foods for \$547,174.60.

Dairy Products - for the period of: 8/01/18 thru 6/30/19 as per specification. Bids were solicited from 4 vendors, and 1 bid was received.

Bid Advertised: April 4, 5, and 6, 2018

Bid Opening Date: May 1, 2018

<u>Bidding Vendors</u>	<u>Bid Amount</u>
Upstate Milk	\$262,450.50

BE IT RESOLVED, that the bid for Dairy Products for the period of: 8/01/18 through 6/30/19 as per specification be awarded to: Upstate Milk for \$262,450.50.

**BOE Financial Resolutions
June 5, 2018**

School Tax Refund:

WHEREAS, an adjustment to the Tax Rolls for 2017 is required as follows:

Property	Adjustment – Clerical Error:	Original Bill	Correct Tax
388.09-5-25	omitted STAR Tax Credit	\$860.75	\$273.87

NOW, THEREFORE, BE IT RESOLVED that the property owner be issued a refund of \$586.88.

Change Orders:

Jefferson Middle School Project 0015-016:

General Contracting (GC-17) EE Austin & Son \$18,944: Labor and materials to pave the Fire Access Road, install drywall partitions in the locker room washer/dryer stall, and infill an opening in a fire-rated wall above the ceiling in Corridor D-103. All but \$884 of these costs fall within the contractual allowance.

Jefferson Middle School Project 0015-016:

General Contracting (GC-18) EE Austin & Son \$31,898: Labor and materials to create two new office spaces in the Administrative Wing.

Jefferson Middle School Project 0015-016:

Electrical (EL-5) Ahlstrom Schaeffer \$14,630: Labor and materials to create two new office spaces in the Administrative Wing, and install smoke detectors in Locker Rooms D73 & D74.

Jefferson Middle School Project 0015-016:

Temperature Control (TC-1) U&S Services \$4,835: Labor and materials to create two new office spaces in the Administrative Wing. All of these costs fall within the contractual allowance.

NOW, THEREFORE, BE IT RESOLVED that the change orders for this work are approved and, that Vernon Connors, Director of Finance and Business Affairs, is hereby authorized to execute said change orders.

BOE Financial Resolutions
June 5, 2018

Instructional Copiers IPA:

RESOLVED that the Board of Education of the Jamestown School District hereby agrees to enter into the attached contract with the Erie 1 BOCES for a five – year period commencing on June 13, 2018 to authorize the Western New York Regional Information Center to furnish certain computer services to the District pursuant to Education Law 1950 (4) (JJ) for an amount not to exceed \$522,923.40 and authorizes 60 monthly payments to be made to Erie 1 BOCES in the amount not to exceed \$8,715.39.

Be it further RESOLVED, that the Board of Education of the Jamestown School District hereby authorizes the Board President or the District Clerk to execute the contract on behalf of the District.

Administrative Copiers IPA:

RESOLVED that the Board of Education of the Jamestown School District hereby agrees to enter into the attached contract with the Erie 1 BOCES for a five – year period commencing on June 13, 2018 to authorize the Western New York Regional Information Center to furnish certain computer services to the District pursuant to Education Law 1950 (4) (JJ) for an amount not to exceed \$224,782.20 and authorizes 60 monthly payments to be made to Erie 1 BOCES in the amount not to exceed \$3,746.37.

Be it further RESOLVED, that the Board of Education of the Jamestown School District hereby authorizes the Board President or the District Clerk to execute the contract on behalf of the District.

Reserves Resolution:

WHEREAS the District has various reserve funds, and

WHEREAS it is recommended that the Board of Education formally adopt a plan addressing each reserve in regards to purpose, funding level and use of funds, therefore, and

WHEREAS the Board of Education Budget and Finance Committee has reviewed and recommends the adoption of the Reserve Plan,

BE IT RESOLVED that the Reserve Fund Plan as attached is hereby approved.

**BOE Financial Resolutions
June 5, 2018**

Acceptance of Internal Audit Report:

WHEREAS, Bahgat & Laurito-Bahgat, CPAs, P.C. has met with the Jamestown City School District Finance & Audit Committee members to present the System Test to Identify Potential Efficiencies within the Human Resources and Payroll Departments audit review report, and

WHEREAS the Jamestown City School District Board of Education received the System Test to Identify Potential Efficiencies within the Human Resources and Payroll Departments audit review report,

NOW, THEREFORE BE IT RESOLVED, the Jamestown City School District Board of Education accepts as presented the System Test to Identify Potential Efficiencies within the Human Resources and Payroll Departments audit report.

Crescent Street Warehouse Bids:

WHEREAS, construction bids were solicited for the Crescent Street Warehouse project, and

WHEREAS, this project was approved by the Board of Education at part of the 2017-18 Budget, and

WHEREAS, bids were received and opened on June 5, 2018,

NOW, THEREFORE, BE IT RESOLVED, that the construction bid for the Crescent Street Warehouse demolition project be awarded as follows:

Description	Contractor	Contract Amount
General Construction	tbd	tbd

BE IT FURTHER RESOLVED that Vernon Connors, Director of Finance & Business Services is authorized to execute said construction contract.

RESOLVED, that the instructional personnel recommendations of the Superintendent of Schools be approved and confirmed.

RESOLVED, that the non-instructional personnel recommendations of the Superintendent of Schools be approved and confirmed.

RESOLVED: That the following staff members have satisfactorily completed their probationary periods and are recommended by the Superintendent of Schools to receive tenure status in the Jamestown Public Schools, in the areas listed.

BE IT RESOLVED: That the minutes and placement recommendations made by the Committee on Special Education are hereby approved as presented.

BE IT RESOLVED: That the minutes and placement recommendations made by the Committee on Pre-School Special Education are hereby approved as presented.

WHEREAS the administrative staff has recommended certain policy changes and,

WHEREAS the Board of Education has met, reviewed and endorsed these revisions and,

WHEREAS the Board of Education has had its "first and second reading" of the changes.

NOW, THEREFORE, BE IT RESOLVED that the new policy listed below is hereby approved and adopted.

- a. Students Service as Ex-Officio Members of the School Board
- b. Policy 1110: School District and Board of Education Legal Status and Authority
- c. Policy 1120: Board of Education: Qualifications, Numbers and Terms of Office
- d. Policy 1210: Board Members: Nomination and Election
- e. Policy 1220: Reporting of Expenditures and Contributions
- f. Policy 1230: Resignation and Dismissal
- g. Policy 1310: Power and Duties of the Board
- h. Policy 1320: Nomination and Election of Board Officers and Duties of the President and Vice President
- i. Policy 1330: Appointments and Designations by the Board
- j. Policy 1331: Duties of the District Clerk

RESOLVED, that the Board of Education moves the following proposed policies onto a second reading:

- a. Policy 1332 Duties of the District Treasurer
- b. Policy 1333 Duties of the Tax Collector
- c. Policy 1334 Duties of the External (Independent) Auditor
- d. Policy 1335 Appointment and Duties of the Claims Auditor
- e. Policy 1336 Duties of the Extra Classroom Activity Fund
- f. Central Treasurer and Faculty Auditor
- g. Policy 1337 Duties of the School Activity
- h. Policy 1338 Duties of the School Physician/Nurse Practitioner
- i. Duties of the Internal Auditor

BE IT RESOLVED: That the Board of Education approves the Individual Agreements between the Superintendent of Schools, Jamestown City School District and persons known as Confidentials, effective July 1, 2018 – June 30, 2019.

BE IT RESOLVED: That the Board of Education approves the Individual Agreements between the Superintendent of Schools, Jamestown City School District and persons known as Independents, effective July 1, 2018 – June 30, 2019.

BE IT RESOLVED: That the Board of Education approves the Individual Agreements between the Superintendent of Schools, Jamestown City School District and persons known as Central Administration, effective July 1, 2018 – June 30, 2019.

BE IT RESOLVED: That the Board of Education approves the Collective Bargaining Agreement between the Superintendent of Schools, Jamestown City School District and the The Jamestown Principals' Association, effective July 1, 2018 – June 30, 2019.

BE IT RESOLVED: That the Board of Education approves the Collective Bargaining Agreement between the Superintendent of Schools, Jamestown City School District and Jamestown Coordinators' Association, effective July 1, 2018 – June 30, 2019.

RESVOLED: That the following textbooks be approved for instructional use as recommended by the Superintendent of Schools:

Anatomy & Physiology: *Hole's Essentials of Human Anatomy and Physiology*, 13th Edition

Science Grade 5: Exploring Science Five, National Geographic Learning, 1st Edition