

**BOARD OF EDUCATION  
HARRISVILLE CENTRAL SCHOOL  
SUPERINTENDENT'S MEMORANDUM  
REGULAR MEETING – October 15, 2024**

- 1.0 Board President will call the meeting to order at 6:00 p.m.**
- 2.0 Consent Agenda – RECOMMENDED ACTION – Adopt a single motion to approve the following routine items:**
  - 2.1 Preliminary Actions and Business Operations**
    - A. Additions to and Approval of Agenda**
    - B. Approval of Minutes – Regular Meeting – September 9, 2024 – Enc. 2.1B**
    - C. Treasurer's Report – None**
    - D. Student Activities Report – (7/31/24, 8/31/24 and 9/30/24) – Enc. 2.1D**
    - E. Claims Auditor Report – None**
    - F. Financial Reports – None**
- 3.0 Public Participation**
  - 3.1 Board President will take public comments at this time.**
- 4.0 Old Business – None**
- 5.0 Committee Reports**
  - 5.1 Safety Meeting – October 7, 2024 – Enc. 5.1**
- 6.0 New Business**
  - 6.1 Superintendent's Report**
    - A. Maintenance Report – Enc. 6.1A**
    - B. Transportation/Bus Garage Report – Enc. 6.1B**
    - C. Enrollment – Enc. 6.1C**
    - D. Health Office Report – Enc. 6.1D**
  - 6.2 MS/HS Principal's Report – Enc. 6.2**
  - 6.3 Curriculum Coordinator's Reports – Enc. 6.3**
  - 6.4 Student Handbook Grades 5-8 - RECOMMENDED ACTION – Adopt a resolution approving the Student Handbook Grades 5-8. Enc. 6.4**
  - 6.5 Student Handbook Grades 9-12 – RECOMMENDED ACTION – Adopt a resolution approving the Student Handbook Grades 9-12. Enc. 6.5**
  - 6.6 Signatories on Accounts at Community Bank – RECOMMENDED ACTION – Adopt a resolution approving Tammy Breton, District Treasurer; Amy Frost, District Treasurer and Alicia Mera, Deputy District Treasurer as signatories on accounts at Community Bank, NA.**
  - 6.7 Property Tax Law 466-A – RECOMMENDED ACTION – Adopt a resolution supporting Property Tax Law 466-A which allows for partial tax exemption for volunteer firefighters.**

- 6.8 Capital Outlay Project – Acceptance of Bid - RECOMMENDED ACTION – Adopt a resolution approving the General Construction work for the 2024-2025 Capital Outlay Project from Whitton Construction, LLC in the amount of \$87,369. Enc. 6.8**
- 6.9 Interfund Transfer- RECOMMENDED ACTION- Adopt a resolution approving authorization to complete an interfund transfer from the Debt Service Fund to the General Fund in the amount of \$246,675, to be used to offset realized expenses for bond principal payments effective June 30, 2024**
- 6.10 Reserve Funds- RECOMMENDED ACTION- Adopt a resolution approving authorization to utilize funds from the Worker's Compensation Reserve in the amount of \$38,908, to be used to offset realized expenses for the district's worker's compensation plan payments effective June 30, 2024**
- 6.11 Reserve Funds- RECOMMENDED ACTION- Adopt a resolution to utilize funds from Retirement Contributions Reserve in the amount of \$167,209, to be used to offset realized expenses for the district's payments to the New York State Local Retirement System effective June 30, 2024.**
- 6.12 Change in Tax Roll-Parcel- 012.09-01-14.110 - RECOMMENDED ACTION - Adopt a resolution approving the change in tax due for Parcel 012.09-01-14.110 from \$.03 to \$4,812.54, per Candy Akin, Real Property Tax Director, due to an assessment error.**
- 6.13 Change in Tax Roll-Parcel- 012.09-01-13.110 - RECOMMENDED ACTION - Adopt a resolution approving the change in tax due for Parcel 012.09-01-13.110 from \$.03 to \$2,765.78, per Candy Akin, Real Property Tax Director, due to an assessment error.**
- 6.14 Change in Tax Roll-Parcel- 006.00-01-01.200 - RECOMMENDED ACTION - Adopt a resolution approving the change in tax due for Parcel 006.00-01-01.200 from \$1,319.60 to \$534.72 per Candy Akin, Real Property Tax Director, due to an exemption error.**

**Executive Session - RECOMMENDED ACTION – Adopt a resolution approving going into Executive Session for the purpose of the medical, financial, credit, or employment history of a particular person.**

- 6.15 CSE Recommendations – RECOMMENDED ACTION – Adopt a resolution approving the following CSE Recommendations: 1882 and 1960. Enc. 6.15**
- 6.16 504 Recommendations – None**
- 6.17 CPSE Recommendations – None**

## **7.0 Personnel**

- 7.1 Resignation – RECOMMENDED ACTION – Adopt a resolution accepting, with regret, the resignation of Kylie Helvie, Special Education Teacher effective September 27, 2024. Enc. 7.1**
- 7.2 Long-term Substitute – Music – RECOMMENDED ACTION – Adopt a resolution approving Marybeth Benson as a Level 3 Long-term Substitute for Music, effective September 1, 2024.**
- 7.3 Uncertified Substitute Teacher – RECOMMENDED ACTION – Adopt a resolution approving Madison Hurlbut as an Uncertified Substitute Teacher, at a daily rate of \$120/day, pending fingerprinting and required training. Enc. 7.3**
- 7.4 Uncertified Substitute Teacher – RECOMMENDED ACTION – Adopt a resolution approving Tina Brackett as an Uncertified Substitute Teacher, at a daily rate of \$120/day, pending fingerprinting and required training. Enc. 7.4**
- 7.5 Uncertified Substitute Teacher – RECOMMENDED ACTION – Adopt a resolution approving Richelle Larsen as an Uncertified Substitute Teacher, at a daily rate of \$120/day, pending fingerprinting and required training. Enc. 7.5**
- 7.6 Uncertified Substitute Teacher – RECOMMENDED ACTION – Adopt a resolution approving Ashlin Heinrich as an Uncertified Substitute Teacher, at a daily rate of \$120/day, pending fingerprinting and required training. Enc. 7.6**
- 7.7 Uncertified Substitute Teacher – RECOMMENDED ACTION – Adopt a resolution approving Morgan Prashaw as an Uncertified Substitute Teacher, at a daily rate of \$120/day, pending fingerprinting and required training. Enc. 7.7**
- 7.8 Uncertified Substitute Teacher – RECOMMENDED ACTION – Adopt a resolution approving Mary Fraser as an Uncertified Substitute Teacher, at a daily rate of \$120/day, pending fingerprinting and required training. Enc. 7.8**
- 7.9 Uncertified Substitute Teacher – RECOMMENDED ACTION – Adopt a resolution approving Harlee Cook as an Uncertified Substitute Teacher, at a daily rate of \$120/day, pending fingerprinting and required training. Enc. 7.9**
- 7.10 Uncertified Substitute Teacher – RECOMMENDED ACTION – Adopt a resolution approving Cortney Cowles as an Uncertified Substitute Teacher, at a daily rate of \$120/day and a Substitute Food Service Worker at \$15.00/hour or current minimum wage, pending fingerprinting and required training. Enc. 7.10**
- 7.11 Retirement – RECOMMENDED ACTION – Adopt a resolution accepting, with regret, the retirement of Kelly Avallone, RN, School Nurse effective December 31, 2024. Enc. 7.11**
- 7.12 Substitute Registered Nurse – RECOMMENDED ACTION – Adopt a resolution approving Kelly Avallone, RN as a Substitute Registered Nurse effective January 1, 2025, at a rate of \$27.00/hour.**

**7.13 Unpaid Leave of Absence – RECOMMENDED ACTION – Adopt a resolution approving the following unpaid leave of absence for Francis Lallier. Enc. 7.13**

**Francis Lallier**

**FTE: .06667**

**January 1, 2025 – April 30, 2025**

**Some of which falls under FMLA**

**8.0 Information and Correspondence - None**

**9.0 Adjournment**