

## ABOUT THE MEETING

Board meetings will usually follow a prepared agenda, though this is not a requirement by law. Agendas, when available, will be published on the school website prior to a meeting.

During the meeting, the board conducts official action on items on the agenda. The board may also receive education, program, and information reports on which no action is taken.

## EXECUTIVE SESSION

The board also meets in executive session to discuss personnel matters, labor negotiations and other matters that are defined as confidential under the Open Meeting Law of the state of New York.

As a general rule, discussion and charges relating to the competence or personal conduct of individuals should be ruled out of order at a board meeting. These items should be referred to the superintendent or appropriate building administrator for investigation, review, and possible solution prior to any board action. An executive session should be used to review the concern and substance of the complaint and to determine a resolution.

## Visit WCS online!

<http://www.waltoncsd.org>

## WELCOME!

The Walton Board of Education meets once a month on a regular basis, usually in the BOE room in the high school. The meetings are normally held on a Tuesday at 6 p.m. (September-April) and at 7 p.m. (May-August).

Exceptions are made to avoid conflicts with holidays and recess periods, or if a specific date is required. Occasionally, meetings may be held at various school locations, in which case advance notice is given as permitted. Special meetings are held as needed.

Please check the school website for the latest information in regard to dates, times, locations and items to be discussed in public session.

### For more information:

#### School website

<http://www.waltoncsd.org>

#### BOE webpage

<http://www.waltoncsd.org/BoardOfEd.aspx>

#### Policies

<http://www.waltoncsd.org/PublicPolicies.aspx>

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If you would like to set up an appointment to speak with the superintendent about presenting to the board, please contact:

#### Corey Phraner

District Clerk

(607) 865-4116, ext. 6130

[cphraner@waltoncsd.org](mailto:cphraner@waltoncsd.org)



**HOME OF THE WARRIORS**

Board of Education

2018-19

#### President

Ronda Williams

Arnold Drumm

Graydon Dutcher

Marilynn Lewis

#### Vice President

Kevin Charles

Butch Neale

Paul Wood

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#### Superintendent

Roger Clough

#### District Clerk

Corey Phraner

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### Regular Meeting Schedule

July 3, 2018

August 21, 2018

September 4, 2018

September 18, 2018

October 2, 2018

October 16, 2018

November 6, 2018

December 4, 2018

December 18, 2018

January 8, 2019

January 22, 2019

February 12, 2019

March 19, 2019

April 2, 2019

April 23, 2019

May 7, 2019

June 4, 2019

June 18, 2019

Meetings from September to April are at 6 p.m.

Meetings from May to August are at 7 p.m.

*Meetings are held in the BOE room, unless noted in advance. Please see the school website for any changes to meetings, or for special meetings/workshops.*

## **RESPONSIBILITY OF THE BOE**

The Walton Central School District Board of Education is made up of seven unsalaried citizens elected to serve overlapping terms of three years each. New York State law does not limit the number of terms a board member may serve.

The board's powers and duties are derived from the state constitution, the laws of New York state, and the regulations or rulings of the New York state commissioner of education.

The board's main areas of responsibility are to:

- Establish district policies;
- Develop an annual budget, in conjunction with the superintendent and business administrator, for public approval;
- Approve or disapprove the superintendent's recommendations on personnel matters and contracts;
- Review courses of study and textbooks.

No one member acts in the name of the board. All motions require a majority vote for the board to act. A member is only in an official capacity during a meeting. The board employs a superintendent as the chief executive officer of the district. The superintendent is responsible for the day-to-day operations of the district, as well as the administration of board policies, programs, and plans for board action.

## **PUBLIC PARTICIPATION**

The BOE invites community members to attend its sessions so they may become better acquainted with the operation and programs of the schools so the board may have the opportunity to hear the ideas of the public.

Individuals or groups wishing to present to the board requiring more than three minutes should contact the superintendent's office prior to a meeting to schedule a meeting with the superintendent. This should occur at least two weeks before the meeting date at which they wish to present. If you are making a presentation, you are encouraged to provide written information, if appropriate. The district will provide for replication of materials for board members.

## **CORRESPONDENCE**

All written documents to the board of education must include the printed name and signature of the writer in order to be considered. All written documents must be delivered to the district clerk.

The district clerk will confirm receipt of an e-mail or letter. Community member input will be integrated into board discussions and decision-making.

When a more detailed response is warranted, either the superintendent or board president will respond to the e-mail or letter.

## **PUBLIC COMMENT PERIOD**

A portion of each meeting is set aside for recognition of visitors and public comment. This allows residents to express their opinions on matters being considered by the board. To speak during this part of the meeting, please follow this protocol:

- Raise your hand and be recognized;
- State your name clearly;
- Limit your comments to three minutes or less;
- When possible, please provide a written summary of comments to the district clerk.

Personal attacks by anyone in attendance at the meeting are unacceptable. Such remarks are out of order and will not be tolerated. Persons engaging in such attacks will be asked to leave the meeting.

It should be noted that BOE meetings are open to the public; however, they are not considered public forums. Undue interruptions or other interference with the orderly conduct of board of education business cannot be allowed. Only the speaker recognized by the president has permission to speak.

We thank you for being involved and your interest in the Walton Central School District and in our students, the future of our next generation!