

CATSKILL CENTRAL SCHOOL DISTRICT

Catskill, New York

Annual Organizational/Regular Meeting

Board of Education Minutes

July 05, 2011

CHS Library

7:00 P.M.

BOARD MEMBERS PRESENT: K. Allen, A. Jones, K. Haas, M. Leipman, J. Osswald, T. Powell, C. Van Loan

OTHERS IN ATTENDANCE: K. Farrell, M. McCoy

Call to Order

The annual organizational meeting of the Board of Education was called to order at 7:00 pm by District Clerk Matthew McCoy Pledge of Allegiance recited.

A MOTION (Bulich/Van Loan) to approve the following recommendation. Vote: Aye 5 (Allen, Bulich, Osswald, Powell, Van Loan) Nay 0 Motion carried.

Resolved: That Matthew McCoy be designated District Clerk Pro Tem until the District Clerk is appointed.

I. ADMINISTRATION OF OATH

DISTRICT CLERK PRO TEM ADMINISTERS THE OATH OF OFFICE TO THE RECENTLY ELECTED BOARD MEMBERS: Karen Haas, Michael Maloney, William Fiske

Oath of Office Karen Haas, Michael Maloney, William Fiske

II. DISTRICT CLERK PRO TEM TO CONDUCT THE ELECTION OF OFFICERS

Board Officer Nominations

A MOTION (Maloney/Haas) to nominate Michael Bulich President of the Board for 2011-2012. Vote: Aye 4 (Bulich, Fiske, Haas, Maloney) Nay 4 (Allen, Osswald, Powell, Van Loan) Motion defeated.

A MOTION (Allen/Van Loan) to nominate Jennifer Osswald President of the Board for 2011-2012. Vote: Aye 4 (Allen, Osswald, Powell, Van Loan) Nay 4 (Bulich, Fiske, Haas, Maloney) Motion defeated.

A MOTION (Van Loan/Osswald) to nominate Kevin Allen Vice-President of the Board for 2011-2012. Vote: Aye 4 (Allen, Osswald, Powell, Van Loan) Nay 4 (Bulich, Fiske, Haas, Maloney) Motion defeated.

A MOTION (Fiske/Bulich) to nominate Karen Haas Vice-President of the Board for 2011-2012. Vote: Aye 4 (Bulich, Fiske, Haas, Maloney) Nay 4 (Allen, Osswald, Powell, Van Loan) Motion defeated.

A MOTION (Maloney/Fiske) to take a 15 minute break Vote: Aye 8 Nay 0 Motion carried

Mr. Leipman arrived at 7:20

The meeting was called back to order at 7:21

A MOTION (Maloney/Haas) to nominate Michael Bulich President of the Board for 2011-2012. Vote: Aye 5 (Bulich, Fiske, Haas, Leipman, Maloney) Nay 4 (Allen, Osswald, Powell, Van Loan) Motion carried.

President
Michael Bulich

A MOTION (Fiske/Bulich) to nominate Karen Haas Vice-President of the Board for 2011-2012. Vote: Aye 5 (Bulich, Fiske, Haas, Leipman, Maloney) Nay 4 (Allen, Osswald, Powell, Van Loan) Motion carried.

Vice-President Karen
Haas

Oath of Office
President and Vice-
President

ADMINISTRATION OF OATH

District Clerk pro-tem administers Oath of Office to President and Vice President

A MOTION (Allen/Powell) to amend the consent agenda. Vote: Aye 9 Nay 0 Motion carried.

A MOTION (Van Loan/Allen) to approve the consent agenda as amended. Vote: Aye 9 Nay 0 Motion carried.

The Superintendent and the Board of Education President recommends the following annual appointments for consent agenda, according to Board Policy: (III-IX-#5)

III. 2011-2012 ANNUAL APPOINTMENTS - Resolutions

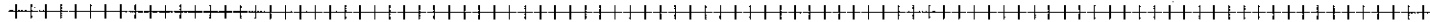
1. Resolved: From July 1, 2011 through June 30, 2012, the Board of Education authorizes the use of the impartial hearing officers list in accordance with SED Regulations.
2. Resolved: That the following annual appointments be approved effective July 1, 2011, through June 30, 2012:
 - a. District Treasurer – Lori Petrocci
 - b. Deputy Treasurer – Barbara Bloom
 - c. Claims Auditor – Brenda Lubera
 - d. School District Tax Collector – Nyrelle Colon
 - e. District Clerk – Matthew McCoy

Lori Petrocci
Barbara Bloom
Brenda Lubera
Nyrelle Colon
Matthew McCoy

IV. OTHER APPOINTMENTS - Resolutions

- a. School Physician – Columbia Memorial Hospital - Dr. Ernie Enzien – \$6,800 per year.
- b. School Attorneys – Shaw, Perelson, May, & Lambert LLP, Hiscock & Barklay, P.C. for Bond Counsel, and Girvin & Ferlazzo, for Construction
- c. Attendance Officers-Maryanne Templeton, David Auger, Gina Berry
- d. District External Auditor - Independent Auditor – Raymond Preusser

Dr. Enzien
Shaw, Perelson, May
and Lambert
Girvin & Ferlazzo
Maryanne
Templeton, David
Auger, Gina Berry,



- cc. CSE Sub-Committees:
 - Chairpersons - Donna Fitzgerald Donna Fitzgerald
 - The child's Special Education teacher as defined by Federal regulations.
 - The child's Regular Education teacher as defined by Federal regulations.
 - A school psychologist as defined by Federal regulations.

- dd. Records Advisory Board
 - RMO/Chairperson - District Clerk
 - Attorney - David Shaw
 - Historian - Charles Swain
 - Board Member - Board President
 - Member - Kristin O'Callaghan
 - Member - Sharon Hendricks

VI. DESIGNATIONS – Resolution

- 1. Resolved: That the Board of Education approves the following designations effective July 1, 2011:

- a. Official Bank Depositories and Banks Authorized for Accounts:
 - First Niagara Chase Manhattan Bank – Albany
 - Trustco Bank Bank of Greene County
 - HSBC
- b. Banks Authorized for Investments:
 - First Niagara JP Morgan Chase
 - Trustco Bank of Greene County
 - Bank of America HSBC
 - Bank of New York Columbia Greene Federal Credit Union
- c. Official Newspapers: The Daily Mail and Daily Freeman
- d. Certification of Payrolls: Lori Petrocci, District Treasurer
- e. Bonding of Employees:
 - Employee Theft: \$1,000,000 for Treasurer, Deputy Treasurer, School Tax Collector, and; \$700,000 for the District Clerk, and \$200,000 for the Claims Auditor, the Treasurer of the Extra-classroom Activities Account and District Courier.
- f. Petty Cash Funds:

RESOLVED, that the Board of Education hereby authorizes the establishments of petty cash funds in the amounts listed and appoint the designated positions as custodians of the funds:

High School	Principal	\$100
Middle School	Principal	\$100
Elementary	Principal	\$100
Superintendent's Office	Admin. Assistant	\$100
Business Office	Treasurer	\$100
School Lunch Program	School Lunch Director	\$100

g. Authorized Signatures:

1. General Fund, Trust & Agency Fund, Capital Fund, School Lunch Fund, and Special Aid Fund, Debt Service Fund checks, and Private Purpose Trust Fund checks:

One of the following signatures required: District Treasurer or Deputy Treasurer in the Treasurer's absence.

2. Borrowing in Anticipation of Revenues through the use of Revenue Anticipation Notes and/or Tax Anticipation Notes as pursuant to Sections 24.00 and 25.00 of the local Finance Law.

Two of the following signatures required: President, Vice President, and the District Clerk

3. Extra-Classroom Activities Account checks:

One of the following signatures is required: Comptroller or District Treasurer

h. Radio/TV Stations/Internet for Emergency Closing/Delayed Openings/Early Dismissals:

	WCTW	-	98.5	WYJB	-	95.5
	WGY	-	810	WNYT TV	-	
	Channel 13			WRGB	-	
	WFLY	-	Fly 92			
Channel 6	WPDH	-	101.5	WTEN	-	
Channel 10				WXXA	-	
Channel 23						

www.cancellations.com

www.catskillcsd.org

VII AUTHORIZATIONS

- a. Authorize Superintendent of Schools to approve attendance of District employees at meetings, conferences, conventions, and

- b. workshops at District expense and to approve related expenses.
- b. Establish reimbursement rate for authorized travel on school business according to the IRS Code. (currently at \$0.55.5/mi.)
- c. Authorize Treasurer to transfer funds among banks and bank accounts as required.
- d. Authorize Superintendent of Schools to approve appropriation transfers among budget account codes.
- e. Authorize the Superintendent to prepare and sign any documents involving resolutions to participate in cooperative bids with BOCES, school districts, and other agencies.
- f. Authorize Superintendent of Schools or his/her designee to apply for Grants.
- g. Authorize members of the Board of Education with Board approval to attend conferences and conventions with expenses approvable by District guidelines to be reimbursed by the District.
- h. Authorize Superintendent of Schools to hire short-term (day to day) substitute teachers and present to the Board of Education periodically the names of those substitute teachers whose day to day employment has been approved.
- i. Authorize the solicitation of class ring vendors and photographic services for student school pictures.
- j. Authorize the Superintendent to accept donations up to \$5,000.
- k. Authorize the District Treasurer to be the Superintendent's designee for FS-25 (request for quarterly payment); FS-10A (requests for amendments and carry forward).
- l. Authorize the District Treasurer, upon written request, to hear appeals of determinations regarding such services in compliance with federal regulations governing the National School Lunch Program.

IX. OTHER ITEMS

1. Annual Items – Resolution

Resolved: That the following 2011-2012 annual items be approved:

- a. Re-adoption of existing Code of Conduct, By-Laws, and Board Policies.
- b. Adoption of existing Building and District Safety Plans.
- c. Resolution to Appoint Catskill Public Library Board of Trustees
RESOLVED, that the Catskill Central School District Board of Education appoint the following individuals, for the terms indicated, as members of the Catskill Public Library Board of Trustees:

<u>Trustee</u>	<u>Term</u>
Regina M. Doebler	06/22/11-06/30/14
Stewart Dutfield	06/22/11-06/30/13
Karen Rhodes	06/22/11-06/30/14
Veronica Jara	06/22/11-06/30/14
Dawn Scannapieco	06/22/11-06/30/12
Janet DelVecchio	06/22/11-06/30/13

- e. Resolution to Approve Clarke Scholarship Appointments
RESOLVED, that the Catskill Central School District Board of Education hereby approves the following Clarke Scholarship appointments for the 2010-11 school year:

Patrick Wemitt, Administrator
Joannie DiPerna, Secretary
Earl Trethaway, Confidential/Financial Secretary

- f. Substitute Rates
- | | |
|---|------------------|
| Teaching Assistants | \$10.00 per hour |
| Teacher Aides | \$ 9.00 per hour |
| Monitors/Cafeteria | \$ 8.00 per hour |
| Operations and Maintenance | \$10.00 per hour |
| Clerical | \$ 8.00 per hour |
| Nurses | \$13.00 per hour |
| Non-certified Teachers | \$65.00 per day |
| Non-certified Teachers with Bachelor's Degree | \$75.00 per day |
| Certified Teachers | \$90.00 per day |

2. Health Services Contracts – Resolution

Resolved: That the President of the Board of Education, District Clerk, and/or the Superintendent of Schools are authorized to sign contracts with districts for the provision of 2011-2012 Health and Welfare services to pupils attending non-public schools located in other districts.

3. Non-Resident Special Education Tuition Students – Resolution

Resolved: That the Superintendent of Schools is authorized to admit non-resident Special Education tuition students placed by area school districts into appropriate Catskill Central School District programs on a space available basis so long as there are no additional un-reimbursed expenses to the District.

4. Board Meeting Dates - Resolution

Resolved: That the Board of Education determines that the official meeting dates for the 2011-12 school year will be on the second and last Wednesdays of each month.

5. Board Calendar

Resolved: That the Board of Education adopts the 2011-2012 Board Calendar which shall be incorporated by reference herein.

(A) VISITOR RECOGNITION ON AGENDA ITEMS

(B) SUPERINTENDENT'S REPORT

Board Report

(C) BOARD REPORT

A MOTION (Allen/Van Loan) to approve the consent agenda with the exception of D.1 a. Vote: Aye 9 Nay 0 Motion carried.

The Superintendent and the Board of Education President recommends the following items for consent agenda, according to Board Policy: (D.1.a.-E.1.d.)

Personnel Non-Instructional

(E) PERSONNEL-NON INSTRUCTIONAL

E.1 Appointments

Appointments

a. Permanent Appointment of David Auger, Clerk Typist

BE IT RESOLVED, that David Auger has successfully performed during his probationary period and that upon the recommendation of the Superintendent of Schools, the Board of Education permanently appoints, David Auger to the position of Clerk/Typist, effective July 18, 2011.

David Auger

Fitness Center Attendants

b. Appointment of Fitness Center Attendants, CHS

Upon the recommendation of the Superintendent, the Board of Education hereby approves the following list of employees to work as Fitness Center Attendants and be paid a rate of \$15 and hour.

Stacy Collier	Claire Meyer
Richard Mandigo	Brian McDonnell
Bruce Schmidt	Doug Lampman
Joshua Bender	Mary Jane Oravsky
Amy Bender	James Barrie
Stephen Mancuso	Deborah Zwoboda
Mike Schmidt	Phillip Oettinger
Heidi Harte, Matthew McCoy	Patricia Schmidt

Stacy Collier
Rich Mandigo
Bruce Schmidt
Joshua Bender
Amy Bender
Stephen Mancuso
Mike Schmidt
Heidi Harte
Matthew McCoy
Claire Meyer
Brian McDonnell
Doug Lampman
Mary Jane Oravsky
James Barrie
Deborah Zwoboda
Phillip Oettinger
Patricia Schmidt

c. Appointment of Jacqueline Shader Temporary Summer Worker

Upon the recommendation of the Superintendent, the Board of Education hereby approves the appointment of Jacqueline Shader as Temporary summer worker Effective July 5, 2011 through August 31, 2011, to be paid \$10.00 per hour.

Jacqueline Shader

d. Appointment of Nick Noyes Temporary Summer Worker

Upon the recommendation of the Superintendent, the Board of Education hereby approves the appointment of Nick Noyes as Temporary summer worker Effective July 5, 2011 through August 31, 2011, to be paid \$10.00 per hour.

Nick Noyes

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 END OF CONSENT AGENDA

A MOTION (Van Loan/Leipman) to table D.1 a. of the consent agenda Vote: Aye 9 Nay 0 Motion carried.

End of Consent
 Agenda

(G) BOARD ACTION/DISCUSSION ITEMS

Board
 Actions/Discussion
 Items

A MOTION (Leipman/Maloney) to approve the following recommendation Vote: Aye 9 Nay 0 Motion carried.

Obsolete/Surplus

G.1 Declaration of Obsolete/Surplus Books

WHEREAS, the District owns books which are no longer useful or necessary for school district purposes and is of no value to the School District, as indicated on the list below and made a part of this resolution. (As Attached)

THEREFORE, BE IT RESOLVED, that the Board of Education hereby declares such books to be surplus/obsolete property and of no value to the School District and authorizes the disposal of such obsolete books.

G.2. Approval of change orders

Change Orders

A MOTION (Leipman/Van Loan) to approve the following recommendation Vote: Aye 9 Nay 0 Motion carried.

a. Approval of Change Orders Renovation Project #005-017

RESOLVED, that the Board of Education hereby approves the following change orders associated with each of the approved projects pursuant to the recommendation and prior approval of the Owner's Representative and the Superintendent in accordance with the District's Change Order Commitment Approval and Authorization Process

<u>Chan ge Order No.</u>	<u>Description</u>	<u>Change Order Amount</u>	<u>Previous Contract Amount</u>	<u>Revised Contract Amount</u>
A. CHS Front Addition Project - (Project 005-017)				
1. Eastern Bldg & Restoration-General Contractor				
66	Installation of additional flooring and tile beyond original scope of work as directed by the Architect per the district's request.	\$41,287.00	\$4,832,538.12	\$4,873,825.12
	TOTAL CHS- Front Addition Project- Project (005-017):	\$41,287.00		
Total Change Orders Approved for All Contractors included in this Resolution:		\$41,287.00		

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G.3. Donations

**A MOTION (Osswald/Fiske) to approve the following recommendation Vote: Aye
9 Nay 0 Motion carried.**

Donations

a. Acceptance of Donation from Selma Friedman

Upon the recommendation of the Superintendent, the Board hereby approves the donation of a clarinet to the Catskill Central School District CMS music department, estimated value of \$150.00.

Selma Friedman

(H) COMMITTEE REPORTS AND OTHER MATTERS

Committee Reports

Building and Grounds

(I) FUTURE BOARD MEETINGS

1. July 27, 2011 – Regular Meeting – CHS Library – 7:00 PM
2. August 31, 2011-Workshop Meeting- Secondary Library
3. September 14, 2011 – Workshop/Special Meeting – CHS Library – 7:00 PM
4. September 28, 2011 – New Teacher Reception/Regular Meeting — 6:30 PM
5. October 12, 2011 – Workshop/Special Meeting – CHS Library – 7:00 PM
6. October 26, 2011 – Regular Meeting – CHS Library – 7:00 PM
7. November 9, 2011 – Regular Meeting – CHS Library – 7:00 PM
8. November 30, 2011 – Regular Meeting – CHS Library – 7:00 PM
9. December 14, 2011- Regular Meeting – CHS Library – 7:00 PM
10. January 11, 2012 – Workshop/Special Meeting – CHS Library – 7:00 PM
11. January 25, 2012 – Regular Meeting– CHS Library – 7:00 PM
12. February 8, 2012 – Workshop/Special Meeting – CHS Library – 7:00 PM
13. February 29, 2012 –Regular Meeting – CHS Library – 7:00 PM
14. March 6, 2012 - Budget Workshop 7:00 PM
15. March 14, 2012 – Workshop/Special Meeting – CHS Library
16. March 20, 2012 – Budget Workshop CHS Library
17. March 28, 2012 Regular Meeting – CHS Library – 7:00 PM
18. April 17, 2012 – Special Meeting – Possible Budget Adoption– CHS Library
19. April 24, 2012 – Tuesday - Regular Meeting - Vote on BOCES Annual Budget & BOCES Board Members – CHS Library
20. May 1, 2012 – Tuesday - Public Hearing – CHS Auditorium
21. May 09, 2012 – Workshop/Special Meeting – CHS Library – 7:00 PM
22. May 15, 2012 – Tuesday - Board Member & Budget/Propositions VOTE 6:00 AM – 9:00 P.M. – CHS Gymnasium
23. May 30, 2012 – Regular Meeting – CHS Library – 7:00 PM
24. June 13, 2012 – Tentative Academic Awards CHS Cafeteria 6:30 and Workshop/Special meeting – CHS Cafeteria – 7:00 PM
25. June 25, 2012 – Regular Meeting – CHS Library – 7:00 PM

(J) VISITOR RECOGNITION ON SCHOOL RELATED NON-AGENDA ITEMS

Deborah Johnson addressed the Board

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**A MOTION (Bulich/Leipman) to go into executive session at 8:06 PM Vote: Aye 9
Nay 0 Motion carried.**

**A MOTION (Fiske/Maloney) to return to public session at 8:58 PM Vote: Aye 9
Nay 0 Motion carried.**

**A MOTION (Osswald/Fiske) to approve the following recommendation Vote: Aye 9
Nay 0 Motion carried.**

Resolved: Barbara Bloom acting purchasing agent June 27, 2011 through June 30, 2011

Barbara Bloom

**A MOTION (Osswald/Allen) to amend D.1 a. to remove Denise Marsh Vote: Aye 9
Nay 0 Motion carried.**

**A MOTION (Osswald/Fiske) to approve D.1. a. as amended Vote: Aye 9 Nay 0
Motion carried.**

Upon the recommendation of the Superintendent, the Board of Education hereby approves the following Advisors for the 2011-2012 school year and be paid the stipend amount as stated below.

MS	Fong, Corey & Sanders, Doug	GSOP	\$ 456.50 each
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Corey Fong
Doug Sanders

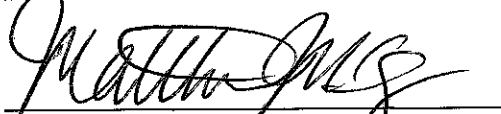
**A MOTION (Osswald/Fiske) to approve the following recommendation Vote: Aye 9
Nay 0 Motion carried.**

Upon the recommendation of the Superintendent, the Board of Education hereby approves the use of certified substitute administrators and shall be paid \$200.00 per day for the 2011-2012 school year.

Substitute
Administrators

**A MOTION (Leipman/Osswald) to adjourn the meeting at 9:12. Vote: Aye 9 Nay 0
Motion carried**

Adjournment


Matthew McCoy, District Clerk