

**CITY SCHOOL DISTRICT OF THE CITY OF NORWICH  
BOARD OF EDUCATION**

**July 5, 2011**

The Annual Reorganization Meeting of the Board of Education of the City School District of the City of Norwich, in the County of Chenango, New York, was held at the District Office, 89 Midland Drive, Conference Rooms #1 and #2, Norwich, New York, in said District on Tuesday, July 5, 2011.

**PRESENT:** Mrs. Sally Chirlin; Mrs. Heather Fredenburg Dr. Linda Horovitz; Mr. Perry Owen; Mr. Joseph Stagliano; Mr. Gerard O'Sullivan, Superintendent; and Mr. Robert Wightman, District Clerk.

**ABSENT:** None

District Clerk, Robert Wightman, called the meeting to order at 6:30 p.m. with the Pledge of Allegiance to the Flag.

**I. ADMINISTRATION OF OATHS OF OFFICE**

- Superintendent of Schools
- Newly Elected Board Members

It is noted that Gerard O'Sullivan, Superintendent has filed his Oath of Office. It is also noted that Mr. Thomas Morrone and Mr. Joseph McBride have filed their Oaths of Office and have been seated on the Board of Education.

**II. ELECTION OF BOARD OF EDUCATION OFFICERS** – The District Clerk requested nomination for the Office of President of the Norwich City School District for the 2011-2012 school year.

Joseph Stagliano nominated Heather Fredenburg for the Office of President. The motion was seconded by Sally Chirlin.

The District Clerk then asked for additional nominations, hearing none, the District Clerk declared the nominations closed.

The District Clerk instructed the Board that the voting was a public matter and that the Board members should raise their right hand when voting for the person to fill the Office of President.

The District Clerk then asked for all those members voting for Heather Fredenburg for the Office of President. Five members of the Board of Education voted for Heather Fredenburg. They were: Sally Chirlin; Linda Horovitz; Joseph McBride; Thomas Morrone; Perry Owen; and Joseph Stagliano. One member abstained: Heather Fredenburg.

The District Clerk declared the election was official and Heather Fredenburg was duly elected President for the school year 2011-2012.

It should be noted that the Oath of Office was administered to Heather Fredenburg as President of the Board of Education. The gavel was turned over to Heather Fredenburg to conduct the rest of the meeting.

Heather Fredenburg then called for nominations for the Office of Vice-President of the Norwich City School District Board of Education for the school year 2011-2012.

Sally Chirlin nominated Linda Horovitz for the Office of Vice-President. The motion was seconded by Perry Owen.

Heather Fredenburg asked for additional nominations and there were none, the President declared the nominations closed.

Heather Fredenburg then called for a vote for the Office of Vice-President and instructed the Board to vote for the candidate by raising their right hand.

Seven members of the Board of Education voted for the Office of Vice-President. They were: Sally Chirlin; Heather Fredenburg; Linda Horovitz; Joseph McBride; Tom Morrone; Perry Owen; and Joseph Stagliano.

Heather Fredenburg then declared the election was official and Linda Horovitz was duly elected Vice-President of the Board of Education for the school year 2011-2012.

It should be noted that the Oath of Office was administered to Linda Horovitz as Vice-President of the Board of Education.

**III. APPOINTMENT OF SCHOOL DISTRICT OFFICERS** – Upon the recommendation of the Superintendent and on a motion Joseph Stagliano, seconded by Tom Morrone and carried 7-0, the Board of Education appointed the following District officers for the 2011-2012 school year:

District Clerk	Robert Wightman
Treasurer	Wendy Wright
Internal Claims Auditor	Central Business Office, DCMO BOCES

**IV. BONDING OF OFFICIALS** – Upon the recommendation of the Superintendent and on a motion by Perry Owen, seconded by Sally Chirlin and carried 7-0, the Board of Education authorized official undertakings as defined by Section 2527 of the Education Law in the form of a Faithful Performance Blanket Position Bond in the amount of \$100,000 with additional indemnity as specifically designated for the following positions:

Treasurer	\$1,000,000
Tax Collector	\$1,000,000
Superintendent	\$1,000,000
Deputy Superintendent	\$1,000,000

**V. SCHOOL PHYSICANS** – Upon the recommendation of the Superintendent and on a motion by Tom Morrone, seconded by Joseph Stagliano and carried 7-0, the Board of Education appointed Dr. Christine Wilson, SBHCP as school physician for the 2011-2012 school year.

**VI. SCHOOL ATTORNEY** – Upon the recommendation of the Superintendent and on a motion by Perry Owen, seconded by Joseph Stagliano and carried 7-0, the Board of Education appointed Hogan, Sarzynski, Lynch, Surowa & DeWind LLP as school attorney to be compensated at the rate of \$990.00 per month to a maximum of \$11,880; additional charge of \$172.00 per hour after total charge reaches \$13,860, plus disbursements for the 2011-2012 school year.

**VII. SCHOOL AUDITORS** – Upon the recommendation of the Superintendent and on a motion by Joseph Stagliano, seconded by Linda Horovitz and carried 7-0, the Board of Education appointed Cwynar & Company as school auditors to be compensated at an amount not to exceed \$14,115, services ending June 30, 2012.

**VIII. RESOLUTION TO AMEND TAX ROLL** – Upon the recommendation of the Superintendent and on a motion by Sally Chirlin, seconded by Perry Owen and carried 7-0, the Board of Education approved the following resolution authorizing the School District Clerk to make necessary adjustments in the tax roll with the approval of the Superintendent:

**“RESOLVED**, that the Board of Education of the City School District of the City of Norwich authorize the School District Clerk, with the approval of the Superintendent, to make the required adjustments to the tax roll when the Clerk has received the appropriate affidavits from the assessors indicating an incorrect assessment and when she has received the appropriate notice from the Chenango County Tax Director confirming the incorrect assessment, and,

**BE IT FURTHER RESOLVED**, that the School District Clerk upon receiving the appropriate papers, then be authorized to direct the School Tax Collector to amend the tax roll and refund the erroneous tax collected or change the amount of tax due, and,

**BE IT FURTHER RESOLVED**, that the School District Clerk be required to inform the Board of Education of any adjustments made through the informational section of the Board's monthly agenda."

- IX. RESOLUTION FOR SUPERINTENDENT TO DESIGNATE SUBSTITUTE** – Upon the recommendation of the Superintendent and on a motion by Sally Chirlin, seconded by Perry Owen and carried 7-0, the Board of Education approved the following resolution for the Superintendent to designate a substitute to act in his place in the event he is unable to attend a DCMO Health Insurance Consortium meeting.

**RESOLVED**, upon the recommendation of the Superintendent of Schools, the Board of Education of the Norwich City School District hereby authorizes Robert Wightman, Deputy Superintendent, to act in the place and stead of the Superintendent, in the event of his absence from meetings of the Delaware-Chenango-Madison-Otsego BOCES School Health Consortium.

*It is understood and agreed that the designee shall have full authority to act in the place and stead of the Superintendent of Schools and shall be vested with the authority, which the Superintendent vests in him, subject to approval by the Board of Education.*

*Nothing contained herein shall divest the Board of Education of its authority to approve and/or ratify actions by the Superintendent and/or his Designee.*

- X. DESIGNATION OF SIGNATURE ON DISTRICT BANK ACCOUNTS** – Upon the recommendation of the Superintendent and on a motion by Sally Chirlin, seconded by Perry Owen and carried 7-0, the Board of Education has designated the District Treasurer and Deputy Superintendent to sign all Norwich City School District checks.

**RESOLVED**, that the Deputy Superintendent be designated to sign all Norwich City School District bank accounts.

- XI. DISTRICT CREDIT CARDS APPROVAL** – Upon the recommendation of the Superintendent and on a motion by Sally Chirlin, seconded by Perry Owen and carried 7-0, the Board of Education approved the use of two (2) credit cards; one by the Superintendent and the other by the Deputy Superintendent, with a credit line of \$2,500 on each card.

- XII. DISTRICT WIRE TRANSFERS** – Upon the recommendation of the Superintendent and on a motion by Sally Chirlin, seconded by Perry Owen and carried 7-0, the Board of Education authorized the District Treasurer to do wire transfers with the maximum limit of \$5,000,000 to be transferred at one time.

- XIII. ANNUAL SCHOOL DISTRICT ELECTION AND BUDGET VOTE** – Upon the recommendation of the Superintendent and on a motion by Perry Owen, seconded by Sally Chirlin. Discussion ensued. Perry Owen withdrew his motion.

On a motion by Tom Morrone, seconded by Sally Chirlin and carried 7-0, the Board of Education authorize the following actions in connection with the Annual School District Election and Budget Vote:

1. Verify or alter School Election District Boundaries for Norwich City School **District #1** all residents residing in the City of Norwich and Towns of Norwich, North Norwich Districts 1 & 2, Oxford #3, New Berlin #2 and Guilford #2 vote at St. Bartholomew's Parish and Community Center; **District #2** all Norwich City School District residents residing in the Towns of Plymouth and Smyrna vote at the Plymouth Firehouse, St. Hwy. 23, South Plymouth, NY; and **District #3** all Norwich City School District residents residing in the Towns of Preston, McDonough, and Pharsalia vote at the Preston Firehouse, Preston, NY.

2. Appoint at least eight Inspectors of Election for election **District #1** and three Inspectors of Election for election **Districts #2 & #3**; and set the rate of pay at \$75.00, plus mileage according to the 2011 IRS mileage rate for Inspectors working at Preston and Plymouth polling places. (Pay may not exceed "the basic compensation paid to inspectors of election at the preceding general election".)

3. Authorize publication of legal notices.
4. Set hours of voting for Election Day – to be 12:00 a.m. to 9:00 p.m.
- XIV. OFFICIAL NEWSPAPER** – Upon the recommendation of the Superintendent and on a motion by Sally Chirlin, seconded by Joseph McBride and carried 7-0, the Board designated “THE EVENING SUN” as the official District newspaper for the 2011-2012 school year.
- XV. MILEAGE REIMBURSEMENT RATE** - Upon the recommendation of the Superintendent and on a motion by Sally Chirlin, seconded by Joseph McBride and carried 7-0, the Board of Education approved mileage reimbursement consistent with the IRS mileage rate regulation. Further, the Board of Education approved tolls and overnight parking charges for out-of-district travel on official school business. Further, the Board approved all employees are eligible for reimbursement at the current IRS mileage rate for all in-district mileage while in the performance of their official duties with the exception of traveling to and from their place of residence or between buildings for professional meetings.
- XVI. SCHOOL PURCHASING AGENT** – Upon the recommendation of the Superintendent and on a motion by Sally Chirlin, seconded by Joseph McBride and carried 7-0, the Board of Education appointed the Deputy Superintendent as School Purchasing Agent.
- XVII. STUDENT ACCIDENT INSURANCE** – Upon the recommendation of the Superintendent and on a motion by Sally Chirlin, seconded by Joseph McBride and carried 7-0, the Board of Education authorized the District to enter into a contract with Pupil Benefits Plan, Inc. for the provision of accident insurance coverage for all students in grades Pre-K through 12.
- XVIII. MEETING DATES** – The Board of Education meeting dates for the 2011-2012 school year. Upon the recommendation of the Superintendent and on a motion by Sally Chirlin, seconded by Perry Owen and carried 7-0, the Board of Education approved the meeting dates for the 2011-2012 school year. (Information is attached to the official minutes of the District.)
- XIX. SPECIAL PROJECT AUTHORIZATION** - Upon the recommendation of the Superintendent and on a motion by Joseph Stagliano, seconded by Perry Owen and carried 7-0, the Board of Education authorized the Superintendent or his designated representative, to sign and submit all applications for federal funds, as well as, any other funds that may be available to the School District. The Board of Education, however, reserves to itself the right to accept all funds.
- XX. CONSENT AGENDA** – Upon the recommendation of the Superintendent and on a motion by Linda Horovitz, seconded by Tom Morrone and carried 7-0, the Board of Education approved inclusion of the following types of actions within a Consent Agenda for Regular Board of Education meetings:

Treasurer’s Report	Recognition of Religious Holidays
Appointment of Advisory Boards and Committees	Disposition of Unneeded Property
Approval for Participation in Cooperative Bidding	Requests for Use of Facilities
Approval of Outstanding Encumbrances	Approval of Budget Transfers
BOCES Internal Claims Auditor Report	Adoption of Budget Calendars
Annual School District Election Appointments	BOCES Monthly Bill
Approval of Special Ed & Preschool Special Ed Reports	

- XXI. PETTY CASH FUNDS** - Upon the recommendation of the Superintendent and on a motion by Tom Morrone, seconded by Sally Chirlin and carried 7-0, the Board of Education established the following petty cash funds for the 2011-2012 school year:

<u>Program</u>	<u>Amount</u>	<u>Supervisor</u>
School District Treasurer	\$100	School District Treasurer
Bus Garage	\$100	Director of Transportation
Norwich High School	\$100	Principal
Stanford Gibson Primary	\$100	Principal

- XXII. PAYROLL CALENDAR** – Upon the recommendation of the Superintendent and on a motion by Tom Morrone, seconded by Sally Chirlin and carried 7-0, the Board of Education approved the payroll calendar for the 2011-2012 school year. Information is attached to the official minutes of the District.
- XXIII. CONFERENCES AND OUT OF DISTRICT TRAVEL** – Upon the recommendation of the Superintendent and on a motion by Tom Morrone, seconded by Sally Chirlin and carried 7-0, the Board adopted the following resolution:
- “RESOLVED, that the Superintendent is hereby empowered to authorize all expenditures including those for out-of-district travel for district employees and Board of Education members associated with attendance at conferences and meetings, for which funds have been appropriated within the budget.”.*
- XXIV. AWARDING OF BIDS** – Upon the recommendation of the Superintendent and on a motion by Tom Morrone, seconded by Sally Chirlin and carried 7-0, the Board of Education authorized the Deputy Superintendent with the approval of the Superintendent to award all bids to the lowest responsible bidder meeting specifications.
- XXV. CERTIFYING PAYROLLS** – Upon the recommendation of the Superintendent and on a motion by Tom Morrone, seconded by Sally Chirlin and carried 7-0, the Board of Education authorized the Superintendent and/or the Deputy Superintendent to certify payrolls.
- XXVI. EXTRA-CURRICULAR ACTIVITY FUNDS – CENTRAL TREASURER** – Upon the recommendation of the Superintendent and on a motion by Tom Morrone, seconded by Sally Chirlin and carried 7-0, the Board of Education approved Leslie Moore as Central Treasurer for Extra-Curricular Activity Funds at the salary stipend of \$1,000. In addition, the respective Building Principal be designated as Chief Faculty Advisor.
- XXVII. PARTICIPATION IN ASSOCIATIONS** – Upon the recommendation of the Superintendent and on a motion by Perry Owen, seconded by Joseph McBride and carried 7-0, the Board of Education approved membership in the New York State Association of Small City School Districts, the New York State School Boards Association, and the Chenango County School Boards Association. The Board also approved the participation in conferences and meetings sponsored by these associations within established budgetary appropriations.
- XXVIII. FEDERAL FUNDS - COMPLIANCE WITH REGULATIONS** – Upon the recommendation of the Superintendent and on a motion by Perry Owen, seconded by Joseph McBride and carried 7-0, the Board of Education renewed its commitment to comply with Federal regulations as administered through the State Education Department.
- XXIX. POLICIES** – Upon the recommendation of the Superintendent and on a motion by Perry Owen, seconded by Joseph McBride and carried 7-0, the Board approved that all school district policies in effect or adopted during the 2010-2011 school year be readopted and remain in effect for the 2011-2012 school year unless subsequently amended.
- XXX. AUTHORIZATION OF BUDGET TRANSFERS** – Upon the recommendation of the Superintendent and on a motion by Perry Owen, seconded by Joseph McBride and carried 7-0, the Board of Education authorized the Deputy Superintendent with the approval of the Superintendent to make budget transfers within budget appropriation categories of not more than 25% of the original appropriation or a maximum of \$25,000. Budget transfers in excess of this amount shall be made by the Board of Education upon recommendation of the Superintendent.
- XXXI. OFFICIAL DEPOSITORY** – Upon the recommendation of the Superintendent and on a motion by Perry Owen, seconded by Joseph McBride and carried 7-0, the Board of Education designated as official depositories for the 2011-2012 school year the following:

JP Morgan/Chase  
M & T Bank

Community Bank N.A.  
Citizen's Bank

NBT Bank, N.A.  
National Bank of Delaware County

**XXXII. INDEMNIFICATION AND LEGAL DEFENSE RESOLUTION** – Upon the recommendation of the Superintendent and on a motion by Perry Owen, seconded by Joseph McBride and carried 7-0, the Board of Education authorized the following resolution pertaining to Public Officers Law – Section 18:

*Whereas, the Board of Education of the Norwich City School District wishes to protect the District, the members of the Board of Education and any school district officers in actions brought against them or in any action or proceeding touching any district property or involving its rights or interests; and*

*Whereas, the Board of Education of the Norwich City School District wishes to protect its superintendent, deputy, principals, members of the teaching or supervisory staff, member of a committee on special education or subcommittee thereof, surrogate parent, as defined in the regulations of the commissioner of education, any member of the board of education or non-instructional employee in any action or proceeding, other than a criminal prosecution or an action or proceeding brought against him/her by the District including proceedings before the commissioner of education, arising out of the exercise of his/her powers or the performance of his/her duties; and*

*Whereas, the Board of Education of the Norwich City School District wishes to protect its members, employees, officers, authorized volunteers or any other person holding a position by election, appointment or employment in the service of the school district, whether or not compensated, in any civil action or proceeding, state or federal, arising out of any alleged act or omission which occurred or allegedly occurred while the employee was acting within the scope of his/her employment or duties with the District,*

*Be it resolved, that the benefits and protection afforded provided pursuant to §3811 of the Education Law, shall be available, subject to the procedural requirements set forth therein and,*

*Be it further resolved, that the benefits and protections provided pursuant to §18 of the New York Public Officers Law shall supplement and be available in addition to any defense or indemnification protection conferred by other statutes, rules or regulation, including but not limited to, the protections provided pursuant to Education Law §3811, §3023 and §3028, subject to the procedural requirements set forth therein.*

**XXXIII. INVESTMENT OF IDLE FUNDS** - Upon the recommendation of the Superintendent and on a motion by Sally Chirlin, seconded by Joseph Stagliano and carried 7-0, the Board of Education authorized the Deputy Superintendent and Treasurer, with approval of the Superintendent, to continually invest idle funds in certificates of deposit or interest accounts offering the most favorable rates.

**XXXIV. EXECUTION OF BOCES CONTRACTS** - Upon the recommendation of the Superintendent and on a motion by Sally Chirlin, seconded by Joseph Stagliano and carried 7-0, the Board of Education authorized the Superintendent to execute contracts on behalf of the school district and with DCMO BOCES for contract services.

**XXXV. CAREER AND TECHNICAL EDUCATION ADVISORY COUNCIL** - Upon the recommendation of the Superintendent and on a motion by Sally Chirlin, seconded by Joseph Stagliano and carried 7-0, the Board authorized the Career and Technical Education Advisory Council of the Delaware-Chenango-Madison-Otsego BOCES to act as Advisory Council for the Norwich City School District during the 2011-2012 school year.

**XXXVI. COMMITTEE APPOINTMENTS – LINKS** - Integrated School Improvement Planning Team - Upon the recommendation of the Superintendent and on a motion by Joseph Stagliano, seconded by Perry Owen and carried 7-0, the Board of Education approved the following members for the LINKS 2011-2012 committee.

Gibson: Dara Lewis, Principal  
Miki Pacilio, Teacher  
Laura Grady, Teacher  
Wendy Swingle, Teacher  
Judi Graham, Teacher  
Tracy Ruff, Teacher  
Mark Abbott, Teacher

Perry Browne: Jennifer Post, Principal  
Heather Finch, Teacher  
Bruce Williams, Teacher  
Kathy Pfeifer, Teacher

Perry Browne: Amy Marvin, Teacher  
Cont. Colleen Heinly, Teacher  
Heather Armstrong, Teacher  
Deb Miner, Teacher  
Nicole Cruz, Teacher  
Barb Hotchkin, Teacher

Middle School: TBD, Principal  
Kisten Giglio, Assistant Principal  
Mary Motyka-Dye, Teacher  
Amy Spittler, Teacher  
Linda Canfield, Teacher  
Jamie Dowdall, Teacher  
Danielle White, Teacher  
Samantha Sears, Teacher  
Kristin Fox, Teacher  
Jeanne Hodack, Support Staff  
Holly Brightman, Parent  
Teresa Purrella, Parent

High School: Lisa Schuchman, Principal  
Scott Ryan, Assistant Principal  
Jamie Maholchic, Teacher  
Carrie Steinbauer, Teacher  
Beth Nassar, Teacher  
Sue Fertig, Teacher

Administration: Iraina M. Gerchman, Dir. of Instruction & Staff Development  
Katherine McKeever, Dir. of Special Programs  
Dawn Wensel, Network Team Specialist  
Linda Callea, Network Team Specialist

**XXXVII. COMMITTEE APPOINTMENTS – PROFESSIONAL DEVELOPMENT and INSTRUCTIONAL ADVISORY COUNCIL** – Appoint the following members of the Professional Development and Advisory Council (PDAC) for the 2011-2012 school year: Upon the recommendation of the Superintendent and on a motion by Joseph McBride, seconded by Joseph Stagliano and carried 7-0, the Board of Education approved the following members of the PDAC committee for the 2011-2012 school year.

Gibson: Dara Lewis, Principal  
Fran Nial, Teacher  
Shawna Lawrence, Teacher

Perry Browne: Jennifer Post, Principal  
Amy Marvin, Teacher  
Kathleen Pfiefer, Teacher

Middle School: TBD, Principal  
Kisten Giglio, Asst. Principal  
Shaundra Davis, Teacher  
Jamie Dowdall, Teacher  
Sarah Parker, Teacher

High School: Lisa Schuchman, Principal  
Scott Ryan, Asst. Principal  
Scott Montreuil, Teacher  
Brenna Gray, Teacher

Support Staff: Mike Girgenti, Network Specialist

District Office: Iraina Gerchman, Dir. of Instruction & Staff Development  
Katherine McKeever, Dir. of Special Programs  
Peter Somich, Dir. of Tech & Information Services  
Kim Perez, Dir. of Human Resources  
Colette Hall, Secretary to the Dir. of Inst. & Staff Development  
Dawn Wenzel, Network Team Specialist  
Linda Callea, Network Team Specialist

**XXXVIII.COMMITTEE APPOINTMENT – SPECIAL PROGRAMS TRANSITION TEAM** - Upon the recommendation of the Superintendent and on a motion by Perry Owen, seconded by Sally Chirlin and carried 7-0, the Board of Education appointed the following as members of the Special Programs Transition Team for the 2011-2012 school year:

Diane Hait, Teacher	Leslie Moore, School Psychologist
Ruthann Lawton, School Psychologist	Tricia Strachman, School Psychologist
Carrie Steinbauer, Teacher	Beth Nassar, Teacher
Katherine McKeever, Dir. of Special Programs	
Iraina Gerchman, Dir. of Instruction & Staff Development	

**XXXIX. COMMITTEE APPOINTMENT – COMMITTEE ON SPECIAL EDUCATION AND PRE-SCHOOL SPECIAL EDUCATION** - Upon the recommendation of the Superintendent and on a motion by Perry Owen, seconded by Sally Chirlin and carried 7-0, the Board of Education appointed the following as members of the Committee on Special Education and Pre-School Special Education for the 2011-2012 school year:

Katherine McKeever, Dir. of Special Education – Chairperson	
Ruthann Lawton, School Psychologist	Dr. Christine Wilson, School Physician
Tricia Strachman, School Psychologist	TBD, Special Education Teacher
Jacqueline Williams, Parent Member	TBD, Regular Education Teacher
Heather Hathaway, Parent Member	TBD, Related Services Personnel (as appropriate)
Susan Marson, Parent Member	

**XXXX. COMMITTEE APPOINTMENT – SUB-COMMITTEE ON SPECIAL EDUCATION** - Upon the recommendation of the Superintendent and on a motion by Perry Owen, seconded by Sally Chirlin and carried 7-0, the Board of Education appointed the following as members of the Sub-Committee on Special Education for the 2011-2012 school year:

Katherine McKeever, Dir. of Special Education – Chairperson  
Ruthann Lawton, School Psychologist  
Leslie Moore, School Psychologist  
Tricia Strachman, School Psychologist  
TBD, Special Education Teacher

**XXXXI. COMMITTEE APPOINTMENTS – SITE-BASED TEAMS** – Upon the recommendation of the Superintendent and on a motion by Perry Owen, seconded by Sally Chirlin and carried 7-0, the Board of Education appointed the following as members of the Site-Based Teams for the 2011-2012 school year.

Stanford Gibson: Dara Lewis, Principal  
Miki Pacilio, Teacher  
Laura Grady, Teacher  
Wendy Swingle, Teacher  
Judi Graham, Teacher  
Tracy Ruff, Teacher  
Mark Abbott, Teacher  
Paula Crosby, Support Staff



Stanford Gibson: Jen Parker, Support Staff  
Cont. Jennifer Misilewich, Parent  
Beth Musk, Parent  
Melissa Supensky, Parent  
Scott Sutton, Parent  
Caroline Steward, Community Member

Perry Browne: Jennifer Post, Principal  
Michele Pomares, Teacher  
Lauren McCormack, Teacher  
Christopher Brightman, Teacher  
Barbara Hotchkin, Teacher  
Susan Grenier, Support Staff  
Betsy Greeley, Support Staff  
Sue Marson, Parent  
Michelle Seeley, Parent  
Jennifer Ford, Parent  
Fran Nial, Parent  
Kathleen Campbell, Community Member

Middle School: TBD, Principal  
Kisten Giglio, Assistant Principal  
Mary Motyka-Dye, Teacher  
Amy Spittler, Teacher  
Linda Canfield, Teacher  
Jamie Dowdall, Teacher  
Danielle White, Teacher  
Samantha Sears, Teacher  
Kristin Fox, Teacher  
Jeanne Hodack, Support Staff  
Holly Brightman, Parent  
Teresa Purrella, Parent

High School: Lisa Schuchman, Principal  
Allison Locke, Teacher  
Wanda Wallace, Teacher  
Kathie Deierlein, Parent Member  
Amy Spittler, Parent  
Deb Phelps, Parent

**XXXXII. RECOGNITION OF RELIGIOUS HOLIDAYS** – Upon the recommendation of the Superintendent and on a motion by Sally Chirlin, seconded by Joseph Stagliano and carried 7-0, the Board of Education approved a resolution concerning the recognition of certain religious holidays during the 2011-2012 school year. In addition, the Commissioner of Education has authorized the exclusion of attendance on these days from computations of Weighted Average Daily Attendance for State Aid purposes.

Passage of this resolution gives the Superintendent flexibility to so exclude those days noted if attendance during the 2011-2012 warrants such action. (A copy of the resolution and information is attached to the official minutes of the District.)

**XXXXIII. APPROVAL TO PARTICIPATE IN THE NATIONAL SCHOOL LUNCH PROGRAM** – Upon the recommendation of the Superintendent and on a motion by Sally Chirlin, seconded by Joseph Stagliano and carried 7-0, the Board of Education approved the Norwich City School District's participation in the National School Lunch Program for the 2011-2012 school year.

**XXXXIV. DCMO BOCES COOPERATIVE INVESTMENT SERVICE** – Upon the recommendation of the Superintendent and on a motion by Sally Chirlin, seconded by Joseph Stagliano and carried 7-0, the Board of Education authorized the Norwich City School District's participation in the DCMO BOCES Cooperative Investment Service Program for the 2011-2012 school year.

**XXXXV. EXTRA-CURRICULAR CLUBS** – Upon the recommendation of the Superintendent and on a motion by Sally Chirlin, seconded by Joseph Stagliano and carried 7-0, the Board of Education approved the following Extra-Curricular Clubs for the 2011-2012 school year.

- |                        |                          |
|------------------------|--------------------------|
| Senior Class           | SADD/After Prom          |
| Junior Class           | Spanish Club             |
| Sophomore Class        | Student Athletic Council |
| Freshman Class         | Student Government       |
| French Club            | Vocal Music              |
| National Honor Society | Student Council          |
| Pep Club               | Jazz                     |

**XXXXVI.COMMITTEE APPOINTMENT – INTERNAL AUDIT COMMITTEE** – Upon the recommendation of the Superintendent and on a motion by Sally Chirlin, seconded by Joseph Stagliano and carried 7-0, the Board of Education appointed the following as members of the Internal Audit Committee for the 2011-2012 school year.

- |                 |          |
|-----------------|----------|
| Clyde Birch Jr. | Kim Mack |
|-----------------|----------|

**XXXXVII. COMMITTEE APPOINTMENT – POLICY SUB-COMMITTEE** - Upon the recommendation of the Superintendent and on a motion by Sally Chirlin, seconded by Joseph Stagliano carried 7-0, the Board of Education appointed the following as member of the Policy Sub-Committee.

- Linda Horovitz
- Tom Morrone
- Perry Owen

**XXXXVIII. COMMITTEE APPOINTMENT – SUPERINTENDENT EVALUATION SUB-COMMITTEE** – Upon the recommendation of the Superintendent and on a motion by Sally Chirlin, seconded by Joseph Stagliano and carried 7-0, the Board of Education appointed the following as members of the Superintendent Evaluation Sub-Committee.

- Heather Fredenburg
- Perry Owen
- Joe Stagliano

On a motion by Sally Chirlin to close the re-organizational meeting, seconded by Joseph McBride and carried 7-0, the meeting adjourned at 6:45 p.m. and the Regular Meeting began.

***THE REGULAR MEETING***

**I. ADOPTION OF MINUTES** - On a motion by Joseph McBride, seconded by Sally Chirlin and carried 7-0, the minutes from the June 27, 2011, Regular Meeting of the Board of Education were approved. (Minutes are attached to the official minutes of the district.)

**II. PUBLIC COMMENT**

- David Carson – read a prepared statement regarding coaching
- Andrew Biviano – read a prepared statement on music scheduling
- Mark Abbott – read a prepared statement regarding coaching
- Dan Ward – read a prepared statement on behalf of Tom Whitney
- Josh Mahannah – read a prepared statement regarding music & scheduling
- Rich Bonney – read a prepared statement regarding coaching

Justin Sawyer – read a prepared statement regarding music scheduling  
Pete Smith – read a prepared statement regarding coaching  
Betsy Mahannah – addressed the Board regarding the music program  
Don Chirlin – addressed the Board regarding coaching  
Erin McMahon – read a prepared statement regarding music scheduling  
Jacob Misch – read a prepared statement regarding music scheduling  
Robert Harris – read a prepared statement regarding music scheduling  
Cassie Corey – read a prepared statement regarding music scheduling  
Sadhna Corey – read a prepared statement regarding music scheduling  
Shannon Richards – read a prepared statement regarding music scheduling  
Gary Sheldon – addressed the Board regarding the music program

**III. WRITTEN COMMUNICATIONS – None**

**IV. ORAL COMMUNICATIONS –**

Mrs. Fredenburg informed the Board of Mrs. Vinal's passing and information regarding the calling hours and funeral.

Mr. Gerard O'Sullivan walked the Board and general public through a presentation of the High School schedule as it presently stands, he also outlined course and student loads by teachers within the Music Department and explained the rationale for the recent change. In addition, he presented a department by department changes / staffing reductions that have occurred in the High School over the past three years. Each department has been affected by staff reductions; this will be the first instance in the music department that a staff reduction of one position has occurred.

**V. DISCUSSION ITEMS –**

- A. Board of Education Goals – Information attached to minutes.
- B. Administrative Goals – Information attached to minutes.
- C. Technology Plan – Information attached to minutes.
- D. Three-Year Financial Plan – Information attached to minutes.
- E. LINKS Plan (updated version not currently available)

**VI. PERSONNEL RECOMMENDATIONS –** Upon the recommendation of the Superintendent and on a motion by Tom Morrone, seconded by Joseph Stagliano and carried 7-0, the Board of Education approved Instructional and Support Staff recommendations as follows:

**Support Staff**

**APPOINTMENT - PROVISIONAL**

<b>Name</b>	<b>Position</b>	<b>Salary</b>	<b>Effective</b>
Laura Sears	Secty II w/o Steno	\$10.32 p/hr	7/18/11

**SUMMER - TEMPORARY**

<b>Name</b>	<b>Position</b>	<b>Salary</b>	<b>Effective</b>
Theodore Jerome	Cleaner	\$7.25 p/hr	07/06/11 - 08/30/11
Nick McCullough	Cleaner	\$7.25 p/hr	07/06/11 - 08/30/11
Rich Bonney	Cleaner	\$7.25 p/hr	07/06/11 - 08/30/11
Talon Schroeder	Cleaner	\$7.25/p/hr	07/06/11 - 08/30/11

**MANAGERIAL & CONFIDENTIAL SALARIES 2011-2012**

<b>Name</b>	<b>Area</b>	<b>Salary w/longevity</b>	<b>Effective</b>
David Daniels	Dir. of Transportation	\$61,296	07/01/11
Tricia Strachman	School Psychologist	\$45,516	07/01/11
Stanley Foulds	Superintendent of Bldgs & Grounds	\$57,086	07/01/11

**MANAGERIAL & CONFIDENTIAL SALARIES 2011-2012 CONT.**

<b>Name</b>	<b>Area</b>	<b>Salary w/longevity</b>	<b>Effective</b>
Cathie Heggie	Sr. Occupational Therapist	\$27,508	07/01/11
Jacqueline Jenks	School Lunch Dir.	\$49,184	07/01/11
Ruthann Lawton	School Psychologist	\$82,895	07/01/11
Leslie Moore	School Psychologist	\$57,750	07/01/11
Marylu O'Reilly	Secty. to the Superintendent	\$33,979	07/01/11
Wendy Ortolano	Physical Therapist	\$35,006	07/01/11
Jennifer Parker	Sr. Occupational Therapist	\$54,927	07/01/11
Kimberlea Perez	Dir. of Human Resources	\$45,340	07/01/11
Kimberlea Perez	Webmaster	\$5,377	07/01/11
Pamela Salvati	Secty. to Deputy Superintendent	\$45,547	07/01/11
Peter Somich	Dir. of Information Services	\$80,653	07/01/11
Timothy Wennrich	Incarcerated Youth Teacher	\$43,183*	07/01/11
Timothy Wennrich	BAE Program	\$5,463	07/01/11
Robert Wightman	District Clerk	\$4,250	07/01/11
Wendy Wright	Treasurer	\$38,853	07/01/11

\* represents a 20% reduction in salary

**VII. ACTION ITEMS –**

**A. TEXTBOOKS APPROVAL** – Upon the recommendation of the Superintendent and on a motion by Linda Horovitz, seconded by Joseph Stagliano and carried 7-0, the Board of Education approved the following textbooks: “What Einstein Told His Barber”, for use in grades 11-12 Physics class and “Business Law”, 7<sup>th</sup> Edition, for use in grades 10-12 Business class. (Information is attached to the official minutes of the District.)

**B. BOARD POLICY** - Upon the recommendation of the Superintendent and on a motion by Sally Chirlin, seconded by Tom Morrone and carried 7-0, the Board of Education approved for First Reading the following Board Policies:

Social Networking Technology  
Staff-Student Relations (Fraternization)

**C. RECOMMENDATIONS OF THE COMMITTEE ON SPECIAL EDUCATION AND PRESCHOOL SPECIAL EDUCATION** - Upon the recommendation of the Superintendent and on a motion by Perry Owen, seconded by Sally Chirlin and carried 7-0, the Board of Education approved the listing of confidential reports and recommendations from meetings of the Committee on Special Education and Preschool Special Education. (Information is attached to the official minutes of the District.)

**VIII. SUPERINTENDENT UPDATE - (Information is attached to the official minutes of the District.)**

On a motion by Perry Owen to go into Executive Session to discuss personnel matters, seconded by Joseph Stagliano and carried 7-0, the Board went into Executive Session at 8:41 p.m.

On a motion by Tom Morrone to end Executive Session, seconded by Sally Chirlin and carried 7-0, Executive Session ended at 9:39 p.m.

On a motion by Tom Morrone, seconded by Sally Chirlin, the Regular Meeting of the Board of Education was adjourned at 9:39 p.m.

Robert Wightman  
District Clerk  
pgs