

Greenville Central School District
Board of Education
Minutes
Organizational Meeting
Monday
July 13, 2009

7:00 p.m.

High School Library

I. Call to Order by the District Clerk

An organizational meeting of the Board of Education was held on Monday, July 13, 2009 in the High School Library. District Clerk Jacqueline O'Halloran called the meeting to order at 7:02 p.m.

A. District Clerk Jacqueline O'Halloran led the Flag Salute and Pledge of Allegiance

B. Members present:

Wilton Bear, Jr.
Ann Holstein
Gregory Lampman
Anne Mitchell
Rosanne Stapleton
Lawrence Tompkins

Member absent: Tina Dombroski

Others present:

Cheryl A. Dudley, Superintendent
Jacqueline O'Halloran, District Clerk
Donna Accuosti, Elementary Assistant Principal
Lisa Knowles, Director of Pupil Personnel Services
Michael Laster, High School Principal
Peter Mahan, Elementary School Principal
Brian Reeve, Middle School Principal
Robert Schrader, Supervisor of Buildings and Grounds
Tammy J. Sutherland, Assistant Superintendent for Business
Scott Turrin, Assistant High School Principal & Director of Athletics

There were approximately three (3) visitors to the meeting.

II. Approval of Agenda

Ann Holstein moved, seconded by Anne Mitchell and carried unanimously to approve the Agenda for the Organizational Meeting of July 13, 2009.

III. Administration of Oath of Office

- A. District Clerk Jacqueline O'Halloran administered the Oath of Office to Wilton Bear, Jr. for a three year term commencing on July 1, 2009 and ending on June 30, 2012.
- B. District Clerk Jacqueline O'Halloran administered the Oath of Office to Ann Holstein for a three year term commencing on July 1, 2009 and ending on June 30, 2012.
- C. District Clerk Jacqueline O'Halloran administered the Oath of Office to Lawrence Tompkins for a three year term commencing on July 1, 2009 and ending on June 30, 2012.

IV. Election of Officers and Administration of Oath of Office

- A. President of the Board:** District Clerk Jacqueline O'Halloran opened the floor for nominations for the office of Board President for 2009-2010. Wilton Bear, Jr. was nominated by Anne Mitchell, seconded by Rosanne Stapleton. There were no other nominees. Ann Holstein moved, seconded by Rosanne Stapleton and carried unanimously to appoint Wilton Bear, Jr. as President of the Board of Education of the Greenville Central School District for the 2009-2010 school year.

District Clerk Jacqueline O'Halloran administered the Oath of Office to Wilton Bear, Jr., newly elected Board President.

- B. Vice President of the Board:** Board President Wilton Bear, Jr. opened the floor for nominations for the office of Vice President of the Board of Education of the Greenville Central School District for the 2009-2010 school year. Anne Mitchell was nominated by Gregory Lampman and seconded by Lawrence Tompkins. There were no other nominees.

Lawrence Tompkins moved, seconded by Rosanne Stapleton and carried unanimously to appoint Anne Mitchell as Vice President of the Board of Education of the Greenville Central School District for the 2009-2010 school year.

District Clerk Jacqueline O'Halloran administered the Oath of Office to Anne Mitchell, newly elected Board Vice President.

- C. Oath of Office for the Superintendent of Schools:** District Clerk Jacqueline O'Halloran administered the Oath of Office to the Superintendent of Schools, Cheryl A. Dudley

V. Appointment of Officers - On the recommendation of the Superintendent of Schools:

- A. Clerk of the Board:** Anne Mitchell moved, seconded by Rosanne Stapleton and carried unanimously to approve the following resolution:

BE IT RESOLVED that the Board of Education hereby appoints Jacqueline O'Halloran as District Clerk and Cheryl A. Dudley, Superintendent of Schools, as Clerk Pro-tem for 2009-2010.

Board President Wilton Bear, Jr. administered the Oath of Office to District Clerk Jacqueline O'Halloran.

- B. District Treasurer:** Ann Holstein moved, seconded by Anne Mitchell and carried unanimously to approve the following resolution:

BE IT RESOLVED that the Board of Education hereby appoints Janet Maassmann as District Treasurer for 2009-2010 and authorizes the District Treasurer to sign checks for payroll, trust & agency, general fund, capital, federal and cafeteria accounts.

District Clerk Jacqueline O'Halloran will administer the Oath of Office to the district Treasurer at a time to be determined.

- C. Deputy Treasurer:** Anne Holstein moved, seconded by Anne Mitchell and carried unanimously to approve the following resolution:

BE IT RESOLVED that the Board of Education hereby appoints Tammy J. Sutherland, Assistant Superintendent for Business as Deputy Treasurer for 2009-2010.

District Clerk Jacqueline O'Halloran administered the Oath of Office to Tammy J. Sutherland, Assistant Superintendent for Business as Deputy Treasurer for 2009-2010

- D. Tax Collector:** Anne Mitchell moved, seconded by Rosanne Stapleton and carried unanimously to approve the following resolution:

BE IT RESOLVED that the Board of Education hereby appoints Sharon Rarick as Tax Collector for 2009-2010 @ \$4,928.00 annually.

District Clerk Jacqueline O'Halloran will administer the Oath of Office to Sharon Rarick at a time to be determined.

- E. Greene County School Board Delegate:** Ann Holstein moved, seconded by Anne Mitchell and carried unanimously to approve the following resolution:

BE IT RESOLVED that the Board of Education hereby appoints Gregory Lampman as Greene County School Board Delegate for 2009-2010.

VI. Other Appointments - On the recommendation of the Superintendent of Schools:

Gregory Lampman moved seconded by Lawrence Tompkins to approve the following resolutions (A) – (J):

A. School Attorneys

(BE IT RESOLVED that the Board of Education hereby appoints the firms of Girvin & Ferlazzo, PC; Hogan, Sarzynski, Lynch, Surowka & DeWind, LLP; and Whiteman Osterman & Hanna LLP, as School Attorneys for 2009-2010.)

B. Central Treasurer – Extraclassroom Activity Account

(BE IT RESOLVED that the Board of Education hereby appoints Janet Maassmann as Central Treasurer for Extracurricular Accounts for the Elementary, Middle and High Schools for 2009-2010 and authorizes her to sign checks and invest funds for student activity accounts.)

C. Records Access Officer

(BE IT RESOLVED that the Board of Education hereby appoints Jacqueline O'Halloran, District Clerk and Nancy Beers, Administrative Assistant to the Superintendent as Co-Records Access Officers for 2009-2010.)

D. Records Management Officer

(BE IT RESOLVED that the Board of Education hereby appoints Cheryl A. Dudley, Superintendent of Schools as Records Management Officer for 2009-2010.)

E. Asbestos (LEA) Designee

(BE IT RESOLVED that the Board of Education hereby appoints Robert Schrader, Supervisor of Buildings and Grounds, as LEA [Local Education Agency] Asbestos Designee for 2009-2010.)

F. Purchasing Agent

(BE IT RESOLVED that the Board of Education hereby appoints Tammy J. Sutherland, Assistant Superintendent for Business, as Purchasing Agent with the Superintendent to act in the absence thereof, for 2009-2010.)

G. Internal Claims Auditor

(BE IT RESOLVED that the Board of Education hereby appoints Elizabeth Caputo as Internal Claims Auditor effective July 1, 2009 through June 30, 2010 @ \$22.15 per hour.)

H. District Audit Committee Members

(BE IT RESOLVED that the Board of Education hereby appoints Wilton Bear, Jr., Gregory Lampman, and Lawrence Tompkins as members of the District Audit Committee for 2009-2010.)

I. HIPAA Privacy Official

(BE IT RESOLVED that the Board of Education hereby appoints Tammy J. Sutherland, Assistant Superintendent for Business, as HIPAA [Health Insurance Portability and Accountability Act of 1996] Privacy Official for 2009-2010.)

J. Title IX Coordinator

(BE IT RESOLVED that the Board of Education hereby appoints Lisa Knowles, Director of Pupil Personnel Services, as Title IX Compliance Officer for 2009-2010.)

An Holstein moved, seconded by Rosanne Stapleton and carried unanimously to approve the following resolutions (L) – (V):

L. Chapter I Compliance Officer

(BE IT RESOLVED that the Board of Education hereby appoints Peter Mahan, Elementary Principal, as ECIA [Educational Consolidation and Improvement Act]/Chapter I Compliance Officer for 2009-2010.)

M. ADA/504 Compliance Officer

(BE IT RESOLVED that the Board of Education hereby appoints Lisa Knowles, Director of Pupil Personnel Services, as ADA [American Disabilities Act]/504 Compliance Officer for 2009-2010.)

N. Private School Transportation Requests

(BE IT RESOLVED that the Board of Education hereby appoints Tammy J. Sutherland, Assistant Superintendent for Business, to approve private school transportation requests for 2009-2010.)

O. Alternate Chairperson for the Committee on Special Education and Pre-School Special Education

(BE IT RESOLVED that the Board of Education hereby appoints Amanda Caulkins as Alternate Chairperson for the Committees on Special Education and Pre-School Special Education for 2009-2010.)

P. Health & Safety Designee

(BE IT RESOLVED that the Board of Education hereby appoints Tammy J. Sutherland as Health & Safety Designee for 2009-2010.)

Q. Bond Council

(BE IT RESOLVED that the Board of Education hereby appoint M. Cornelia Cahill, Esq. of Hiscock & Barclay, LLP as Bond Council for 2009-2010.)

R. Financial Advisors

(BE IT RESOLVED that the Board of Education hereby appoints Fiscal Advisors Marketing, Inc. as Financial Advisors for 2009-2010.)

S. District Representative to RCG Worker's Compensation Trust

(BE IT RESOLVED that the Board of Education hereby appoints Tammy J. Sutherland as District Representative to RCG Worker's Compensation Trust for 2009-2010.)

T. District Designee to vote for trustees to the RCG Health Insurance Trust

(BE IT RESOLVED that the Board of Education hereby appoints Cheryl A. Dudley as District Designee to vote for trustees to the RCG Health Insurance Trust.)

U. School Physicians

(BE IT RESOLVED that the Board of Education hereby appoints Dr. Catalina Alegre, Greenville Medical Associates, and Emurgentcare, PLLC, as School Physicians for 2009-2010.)

V. Supervisor of Attendance

(BE IT RESOLVED that the Board of Education hereby appoints Lisa Knowles, Director of Pupil Personnel Services as Supervisor of Attendance for 2009-2010.)

VII. Designations - On the recommendation of the Superintendent of Schools:

Anne Holstein moved, seconded by Rosanne Stapleton and carried unanimously to approve the following resolution (A):

A. Official Bank Depository

(BE IT RESOLVED that the Board of Education hereby designates the Bank of Greene County, National Bank of Coxsackie, and JP Morgan Chase as the official banks for financial services for the school district for 2009-2010.)

Anne Mitchell moved, seconded by Anne Mitchell and carried unanimously to approve the following resolutions (B) – (D):

B. Business Meetings

(BE IT RESOLVED that the Board of Education hereby designates the dates as attached for Board of Education meetings for 2009-2010 starting at 7:00 P.M. in the High School Library unless otherwise stated or changed by action of the Board of Education. Additional meetings will be scheduled as needed and the public will be notified in advance.) (FY2010-1)

C. Audit Committee Meetings

(BE IT RESOLVED that the Audit Committee, advisory to the Board of Education, will meet prior to the Board of Education Meeting no fewer than four times a year starting at 6:00 P.M. in the High School Library unless otherwise stated or changed by action of the Board of Education. These meetings shall be open to the public unless the Audit Committee convenes in executive session in accordance with Public Officers Law and Education Law. Any other member of the Board of Education may attend any such executive session if authorized by resolution of the Board of Education.)

D. School Newspapers:

(BE IT RESOLVED that the Board of Education hereby designates “The Greene County Local Courier” and “The Greenville Press” as official newspapers of the District for 2009-2010.)

VIII. Authorizations - On the recommendation of the Superintendent of Schools:

Lawrence Tompkins moved, seconded by Ann Holstein and carried unanimously to approve the following resolutions (A) – (E):

A. Certifier of Payroll

(BE IT RESOLVED that the Board of Education hereby designates Tammy J. Sutherland, Assistant Superintendent for Business, as Certifier of Payroll, with the Superintendent to act in the absence thereof, for 2009-2010.)

B. Conferences, Conventions, Workshop Attendance

(BE IT RESOLVED that the Board of Education authorizes the Superintendent of Schools to approve conferences, conventions, seminars and institutes within budgeted limits for 2009-2010.)

C. Petty Cash Funds

(BE IT RESOLVED that the Board of Education establishes petty cash funds and authorization for disbursement of funds for 2009-2010 as follows:

| <i>Account</i> | <i>Custodian</i> | <i>Amount</i> |
|---------------------------------|-------------------------|----------------|
| <i>Elementary School</i> | <i>Peter Mahan</i> | <i>\$50.00</i> |
| <i>Middle School</i> | <i>Brian Reeve</i> | <i>\$50.00</i> |
| <i>High School</i> | <i>Michael Laster</i> | <i>\$50.00</i> |
| <i>District Office</i> | <i>Laurie Farricker</i> | <i>\$50.00</i> |
| <i>Pupil Personnel Services</i> | <i>Lisa Knowles</i> | <i>\$50.00</i> |

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| <i>Home & Careers (6-12)</i> | <i>Laurie Farricker</i> | <i>\$100.00</i> |
| <i>Transportation</i> | <i>Karen Morin</i> | <i>\$100.00)</i> |

D. Designation of Signatures on Checks

(BE IT RESOLVED that the Board of Education hereby authorizes the District Treasurer to use a facsimile signature to sign school checks for 2009-2010.)

E. Budget Transfers

(BE IT RESOLVED that the Assistant Superintendent for Business is hereby authorized to approve budget transfers allowable under State Education Law, with the Superintendent to act in the absence thereof, for 2009-2010.)

Lawrence Tompkins moved, seconded by Ann Holstein and carried unanimously to approve the following resolutions (F) – (J):

F. Wire Transfers

(BE IT RESOLVED that the Assistant Superintendent for Business [ASB] and District Treasurer [with ASB approval] are authorized to execute wire transfers of District Funds.)

G. Authorization to Suspend Students

(BE IT RESOLVED that the Board of Education hereby delegates authority, under Education Law 3214, to the Principals to suspend students from instruction for up to five [5] school days for 2009-2010.)

H. Authorization for Bids

(BE IT RESOLVED that Tammy J. Sutherland and Laurie Farricker, and up to two of the following individuals, be authorized to submit bid notices to newspapers and to open and record bids for 2009-2010: Janet Maassmann, Claire Gustavson, Nancy Beers, and Jacqueline O'Halloran.)

I. Memberships in Organizations:

(BE IT RESOLVED that the Board of Education is authorized to obtain membership in the following organizations: Rural Schools Program, NYS School Boards Association, and Greene County School Boards Association for 2009-2010.)

J. Filing of Grant Applications

(BE IT RESOLVED that the Board of Education authorizes the Superintendent of Schools to file grant applications for Federal and State Funds for 2009-2010.)

IX. Official Undertakings - On the recommendation of the Superintendent of Schools:

Gregory Lampman moved, seconded by Anne Mitchell and carried unanimously to approve the following resolutions (A) – (C):

A. Bonding of Officers

(BE IT RESOLVED that the Board of Education provide commercial crime insurance for the positions listed below for 2009-2010 as follows:

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| <i>1. District Treasurer</i> | <i>\$1,000,000.00</i> |
| <i>2. Tax Collector</i> | <i>\$1,000,000.00</i> |
| <i>3. All employees (each employee)</i> | <i>\$ 100,000.00)</i> |

B. Loans From the General Fund

(BE IT RESOLVED that the Board of Education hereby authorizes the District Treasurer to loan from the General Fund to the Federal Fund, the Capital Fund, and the School Lunch Fund only such sums as are necessary to pay the then current payrolls and warrants until revenues are received from the respective funds for 2009-2010.)

C. Investment of Funds

(BE IT RESOLVED that the Board of Education hereby authorizes the District Treasurer to invest school district monies in accordance with Sections 1604-A and 1723-a of the Education Law and other pertinent regulations for 2009-2010.)

X. Other Items - On the recommendation of the Superintendent of Schools:

Anne Mitchell moved, seconded by Rosanne Stapleton and carried unanimously to approve the following resolutions (A) – (B):

A. Re-adopt all Policies, Code of Ethics, District Safety Plan, and Code of Conduct

(BE IT RESOLVED that the Board of Education hereby re-adopts all Policies, the Codes of Ethics, District Safety Plan, and Code of Conduct in effect during the previous year: Implied in Education Law 1709, 2503.)

B. Mileage Reimbursement

(BE IT RESOLVED that the Board of Education hereby establishes the mileage rate for use of personal vehicles for the performance of approved school business at the rate of forty cents [\$.40] per mile for 2009-2010.)

Rosanne Stapleton moved, seconded by Ann Holstein and carried unanimously to approve the following resolutions (C) – (I):

C. Free and Reduced Price Breakfast and Lunches

(BE IT RESOLVED that the Board of Education hereby accepts the Free and Reduced Price Meal and Special Milk Program Policy Statement for 2009-2010, including the Family Income Eligibility criteria as presented.) (FY2010-2)

D. School Breakfast and Lunch Rates:

(BE IT RESOLVED that the Board of Education hereby establishes the following school breakfast and lunch prices for 2009-2010:

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| <i>Breakfast</i> | <i>K-12</i> | <i>\$1.50</i> |
| | <i>Reduced</i> | <i>\$.25</i> |
| | <i>Adult</i> | <i>\$2.25 [tax included]</i> |
| <i>Lunch</i> | <i>K-12</i> | <i>\$2.50</i> |
| | <i>Reduced</i> | <i>\$.25</i> |
| | <i>Adult</i> | <i>\$3.75 [tax included]</i> |
| <i>Milk</i> | | <i>\$.50)</i> |

E. Rate for School Vehicle Use

(BE IT RESOLVED that the Board of Education hereby establishes the following formula for use of school vehicles for 2009-2010: salary/benefits of driver; gas and oil based on number of miles; and an additional fee of \$25.00.)

F. Committee on Special Education:

(BE IT RESOLVED that the Board of Education hereby appoints the following members to the Committee on Special Education for 2009-2010: Lisa Knowles, the Director of Pupil Personnel Services; the School Psychologist; the parents or persons in a parental relationship to the child; a regular education teacher when appropriate; the special education teacher of the child; Jennifer Abate; Cathleen Cali; Elizabeth Evans; Elizabeth Forman; Lynn Garcia; Carl LoPresti; Michele LoPresti; Corrine Uht; Roxanne Horlacher; Debra Macko-Cavaluzzi; Debbie McCafferty; Abigail Schweter; and Michelle Cotter as parent representatives; related service provider when appropriate; and a physician, if requested.)

G. Sub-Committee of the CSE

(BE IT RESOLVED that the Board of Education hereby appoints the following members to the Sub-committee on Special Education for 2009-2010: the parents; a regular education teacher if appropriate; the special education teacher of the student; Lisa Knowles, the Director of Pupil Personnel Services; related service provider when appropriate; and the School Psychologist when appropriate.)

H. Committee on Pre-School Special Education

(BE IT RESOLVED that the Board of Education hereby appoints the following members to the Committee on Pre-School Special Education for the 2009-2010 year: Lisa Knowles, the Director of Pupil Personnel Services; the School Psychologist; the parents or persons in a parental relationship to the child; a regular education teacher when appropriate; the special education teacher of the child; Jennifer Abate; Cathleen Cali; Elizabeth Evans; Corinne Uht; Carl LoPresti; Michele LoPresti; Debra Macko-Cavaluzzi; Abigail Schweter; and Michelle Cotter as parent representatives; related service provider when appropriate; and a representative of the municipality where the student resides.)

I. Impartial Hearing Officers

(BE IT RESOLVED that the Board of Education utilize the current list of Impartial Hearing Officers as provided by the New York State Education Department.)

Gregory Lampman moved, seconded by Lawrence Tompkins and carried unanimously to approve the following resolution (J):

J. Rates of Pay

(BE IT RESOLVED that the Board of Education hereby establishes the following rates of pay for 2009-2010:

1. School District Vote and Election of School Board Members

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| <i>a. Election Clerk/Inspectors</i> | <i>\$7.75/hour</i> |
| <i>Board of Voter Registration</i> | <i>\$8.50/hour</i> |

[NOTE: For school employees, this rate is given for work rendered beyond the regular work schedule and day])

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| <i>b. Election Machine Custodian</i> | <i>\$300/each vote</i> |
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| <i>2. Tutorial Services</i> | <i>\$17.20/hour</i> |
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3. Substitutes:

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| <i>a. Teacher</i> | <i>\$98.00/day – certified</i> |
| | <i>\$80.00/day – non-certified</i> |
| <i>b. Nurse (RN)</i> | <i>\$98.00/day</i> |
| <i>c. Nurse (LPN)</i> | <i>\$80.00/day</i> |
| <i>d. Technology Assistant</i> | <i>\$12.35/hour</i> |

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| <i>e. Teaching Assistant</i> | <i>\$75.00/day – certified or two years of College</i> |
| | <i>\$65.00/day – High School Diploma</i> |

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| <i>f. Bus Driver</i> | <i>\$13.99/hour</i> |
| <i>g. Secretary/clerical/attendance aide</i> | <i>\$11.57/hour</i> |
| <i>h. Aides/nurse's aide/monitor</i> | <i>\$10.54/hour</i> |
| <i>i. Custodian/cleaner/maintenance</i> | <i>\$11.61/hour</i> |
| <i>j. Cleaner/monitor</i> | <i>\$11.40/hour</i> |
| <i>k. Cafeteria</i> | <i>\$ 8.75/hour</i> |
| <i>l. Mechanic</i> | <i>\$14.18/hour)</i> |

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| <i>4. Student Summer Worker</i> | <i>\$7.24/hour)</i> |
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XI. Adjournment (to be followed by the Business Meeting) At 7:34 p.m. Gregory Lampman moved, seconded by Anne Mitchell and carried unanimously to adjourn the meeting.

District Clerk

Board of Education President