

Greenville Central School District  
Board of Education  
Organizational Meeting Minutes  
Monday  
July 14, 2008

**I. Call to Order by the District Clerk**

An organizational meeting of the Board of Education was held on Monday, July 14, 2008 in the High School Library. District Clerk Jacqueline O'Halloran called the meeting to order at 7:05 p.m.

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

B. Members present:           Wilton Bear, Jr.  
                                      Tina Dombroski  
                                      Ann Holstein  
                                      Gregory Lampman  
                                      Lawrence Tompkins

Members absent:           Anne Mitchell  
                                      Rosanne Moore

Others present:           Cheryl A. Dudley, Superintendent  
                                      Jacqueline O'Halloran, District Clerk  
                                      Tammy J. Sutherland, Assistant Superintendent for Business  
                                      Donna Accuosti, Assistant Elementary School Principal  
                                      Colleen Hall, Director of Curriculum and Communications  
                                      Lisa Knowles, Director of Pupil Personnel Services  
                                      Michael Laster, High School Principal  
                                      Peter Mahan, Elementary School Principal  
                                      Karen Morin, Transportation Supervisor  
                                      Jeffrey Palmer, Middle School Principal  
                                      Robert Schrader, Supervisor of Buildings and Grounds

There were approximately four (4) visitors to the meeting.

**II. Approval of Agenda**

Ann Holstein moved, seconded by Tina Dombroski and carried unanimously to approve the agenda for the Organizational meeting Monday, July 14, 2008.

**III. Administration of Oath of Office**

- A. District Clerk Jacqueline O'Halloran administered the Oath of Office to Gregory Lampman for a three year term commencing on July 1, 2008 and ending on June 30, 2011.
- B. The Oath of Office will be administered to absent Board member Rosanne Moore for a three year term commencing on July 1, 2008 and ending on June 30, 2011 at the August 11, 2008 Board meeting.

**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 2008-2009. Wilton Bear, Jr. was nominated by Gregory Lampman and seconded by Lawrence Tompkins. There were no other nominees.

Ann Holstein moved, seconded by Tina Dombroski and carried unanimously to appoint Wilton Bear, Jr. as President of the Board of Education of Greenville Central School District for the 2008-2009 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 2008-2009 school year. Anne Mitchell was nominated by Ann Holstein and seconded by Gregory Lampman. There were no other nominees.

Tina Dombroski moved, seconded by Lawrence Tompkins and carried unanimously to appoint Anne Mitchell as Vice President of the Board of Education of Greenville Central School District for the 2008-2009 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:** Lawrence Tompkins moved, seconded by Tina Dombroski 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 2008-2009.

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

- B. District Treasurer:** Gregory Lampman moved, seconded by Tina Dombroski and carried unanimously to approve the following resolution.

BE IT RESOLVED that the Board of Education hereby appoints Janet Maassmann as District Treasurer for 2008-2009 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:** Lawrence Tompkins moved, seconded by Gregory Lampman 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 2008-2009.

District Clerk Jacqueline O'Halloran administered the Oath of Office to Tammy J. Sutherland, Assistant Superintendent for Business as Deputy Treasurer for 2008-2009.

- D. Tax Collector:** Ann Holstein moved, seconded by Lawrence Tompkins and carried unanimously to approve the following resolution:

BE IT RESOLVED that the Board of Education hereby appoints Sharon Rarick as Tax Collector for 2008-2009 @ \$4,784.00 annually.

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

- D. Greene County School Board Delegate:** Ann Holstein moved, seconded by Tina Dombroski and carried unanimously to the following resolution:

BE IT RESOLVED that the Board of Education hereby appoints Gregory Lampman as Greene County School Board Delegate for 2008-2009.

**VI. Other Appointments** - On the recommendation of the Superintendent of Schools, Ann Holstein moved, seconded by Lawrence Tompkins and carried unanimously 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 2008-2009.)*

**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 2008-2009 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 2008-2009.)*

**E. Records Management Officer**

*(BE IT RESOLVED that the Board of Education hereby appoints Cheryl A. Dudley, Superintendent of Schools as Records Management Officer for 2008-2009.)*

**F. 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 2008-2009.)*

**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 2008-2009.)*

**G. Internal Claims Auditor**

*(BE IT RESOLVED that the Board of Education hereby appoints Elizabeth Caputo as Internal Claims Auditor effective July 1, 2008 through June 30, 2009 @ \$21.50 per hour.)*

**H. Independent Auditor**

*(BE IT RESOLVED that the Board of Education hereby appoints the auditing firm of Sickler, Torchia, Allen & Churchill, Certified Public Accountants, PC as Independent Auditor for 2008-2009.)*

**I. 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 2008-2009.)*

**J. 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 2008-2009.)*

On the recommendation of the Superintendent of Schools, Gregory Lampman moved, seconded by Lawrence Tompkins and carried unanimously to approve the following resolutions (K-O)

**K. 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 2008-2009.)*

**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 2008-2009.)*

**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 2008-2009.)*

**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 2008-2009.)*

**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 2008-2009.)*

**VII. Designations** - On the recommendation of the Superintendent of Schools, Gregory Lampman moved, seconded by Ann Holstein and carried unanimously to approve the following resolutions (A-F):

**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 deposit, investment or borrowing of funds for 2008-2009.)*

**B. 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 2008-2009.)*

**C. 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 2008-2009.)*

**D. Business Meetings (FY2009-1)**

*(BE IT RESOLVED that the Board of Education hereby approves the dates as attached for Board of Education meetings for 2008-2009. Board meetings will start 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.)*

**E. 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. Audit Committee Meetings will start 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.)*

**F. School Newspapers:**

*(BE IT RESOLVED that the Board of Education hereby designates The Greenville Local and The Greenville Press as the Official School Newspapers for 2008-2009.)*

**VIII. Authorizations** - On the recommendation of the Superintendent of Schools, Tina Dombroski moved, seconded by Lawrence Tompkins and carried unanimously to approve the following resolutions (A-I):

**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 2008-2009.)*

**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 2008-2009.)*

**C. Petty Cash Funds**

*(BE IT RESOLVED that the Board of Education establishes petty cash funds and authorization for disbursement of funds for 2008-2009 as follows:*

<i>Elementary School</i>	<i>Peter Mahan</i>	<i>\$50.00</i>
<i>Middle School</i>	<i>Jeffrey Palmer</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>
<i>Home &amp; 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 2008-2009.)*

**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 2008-2009.)*

**F. 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 2008-2009.)*

**G. 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 2008-2009: Janet Maassmann, Claire Gustavson, Nancy Beers, and Jacqueline O'Halloran.)*

**H. 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 2008-2009.)*

**I. 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 2008-2009.)*

**IX. Official Undertakings** - On the recommendation of the Superintendent of Schools, Ann Holstein moved, seconded by Gregory Lampman and carried unanimously 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 2008-2009 as follows:*

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

**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 2008-2009.)*

**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 2008-2009.)*

**X. Other Items** - On the recommendation of the Superintendent of Schools, Gregory Lampman moved, seconded by Ann Holstein and carried unanimously to approve the following resolutions (A-E):

**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 2008-2009.)*

**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 2008-2009, including the Family Income Eligibility criteria as presented.)*

**D. School Breakfast and Lunch Rates:**

*(BE IT RESOLVED that the Board of Education hereby establishes the following school breakfast and lunch prices for 2008-2009:*

<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 2008-2009: salary/benefits of driver; gas and oil based on number of miles; and an additional fee of \$25.00.)*

On the recommendation of the Superintendent of Schools, Ann Holstein moved, seconded by Lawrence Tompkins and carried unanimously to approve the following resolutions (F-K):

**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 2008-2009: 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; Corrine Uht; Roxanne Horlacher; Debra Macko-Cavaluzzi; Claire Marshall; Debbie McCafferty; Abigail Schweter; and Sharlene Szandyba 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 2008-2009: 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 2008-2009 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; Debra Macko-Cavaluzzi; Claire Marshall; Abigail Schweter; and Sharlene Szandyba 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.)*

**J. Board of Voter Registration**

*(BE IT RESOLVED that the Board of Education hereby appoints the following individuals to serve on the Board of Voter Registration for 2008-2009: Barbara Layman, Diane Therrien-Smith, Kathy Gasper, Ronnie Joyce Campbell and Martha Hillicoss as an alternate member.)*

**K. Rates of Pay**

*(BE IT RESOLVED that the Board of Education hereby establishes the following rates of pay for 2008-2009:*

*1. School District Vote and Election of School Board Members*

*a. Election Clerk/Inspectors \$7.50/hour*

*Board of Voter Registration \$8.25/hour*

*NOTE: For school employees, this rate is given for work rendered beyond the regular work schedule and day.*

*b. Election Machine Custodian \$300/each vote*

*2. Tutorial Services \$17.20/hour*

*3. Substitutes:*

*Teacher \$90.00/day – certified*

*\$75.00/day – non-certified*

*Nurse (RN) \$90.00/day*

*Nurse (LPN) \$75.00/day*

*Technology Assistant \$12.35/hour*

*Teaching Assistant \$75.00/day – certified or two years of College*

*\$65.00/day – High School Diploma*

*Bus Driver \$13.99/hour*

*Secretary/clerical/attendance aide \$11.57/hour*

*Aides/nurse's aide/monitor \$10.54/hour*

*Custodian/cleaner/maintenance \$11.61/hour*

*Cleaner/monitor \$11.40/hour*

*Cafeteria \$ 8.75/hour*

*Mechanic \$14.18/hour)*

**XI. Adjournment**

At 7:30 p.m. Gregory Lampman moved, seconded by Tina Dombroski and carried unanimously to adjourn the meeting.

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School District Clerk

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Board President