

GREENVILLE CENTRAL SCHOOL  
BOARD OF EDUCATION  
ORGANIZATIONAL MEETING MINUTES

July 11, 2005

**OPENING ACTIVITIES**

1. An Organizational Meeting of the Board of Education was held on Monday, July 11, 2005 in the High School Library. District Clerk Nancy Beers, called the meeting to order at 7:30 P.M.
2. Members present:     Wilton Bear, Jr.  
                              Tina Dombroski  
                              Ann Holstein  
                              Gregory Lampman  
                              Anne Mitchell  
                              Rosanne Moore  
  
Member absent:       Lawrence Tompkins  
  
Others present:       Cheryl A. Dudley, Superintendent  
                              Tammy Sutherland, Assistant Superintendent for Business  
                              Nancy Beers, School District Clerk  
                              Michael Laster, MS/HS Assistant Principal  
                              Colleen Horton, Middle School Principal  
                              Peter Mahan, Elementary Assistant Principal  
                              Lisa Knowles, Director of Special Student Services  
                              Paul Overbaugh, Transportation Supervisor  
                              Robert Schrader, Supervisor of Buildings and Grounds  
                              Margaret Kelly, Communications Specialist

**I. ADMINISTRATION OF OATH**

- A, B.** District Clerk Nancy Beers administered the Oath of Office to Board members Gregory Lampman and Rosanne Moore who will both serve three-year terms commencing on July 1, 2005 and ending on June 30, 2008.

**II. ELECTION OF OFFICERS**

- A.** Mrs. Mitchell moved, seconded by Mrs. Holstein to nominate Wilton Bear, Jr. as President of the Board of Education of this School District for 2005-06.

Mrs. Mitchell moved, seconded by Mrs. Holstein and carried unanimously to appoint Wilton Bear, Jr. as President of the Board of Education of Greenville Central School District for the 2005-06 school year.

District Clerk Nancy Beers administered an Oath of Office to Wilton Bear, Jr., newly elected Board President.

- B.** Mrs. Holstein moved, seconded by Mrs. Dombroski to nominate Anne Mitchell as Vice-President of the Board of Education of this School District for 2005-06.

Mrs. Holstein moved, seconded by Mrs. Dombroski and carried unanimously to appoint Anne Mitchell as Vice-President of the Board of Education of this School District for 2005-06.

District Clerk Nancy Beers administered an Oath of Office to Anne Mitchell, newly elected Vice President.

- C.** District Clerk Nancy Beers administered an Oath of Office to Cheryl Dudley, Superintendent of Schools.

### **III. APPOINTMENT OF OFFICERS**

*On the recommendation of the Superintendent of Schools, Mrs. Mitchell moved, seconded by Mrs. Holstein and carried unanimously to approve the following resolutions: (A-H)*

- A.** Clerk of the Board: BE IT RESOLVED that the Board of Education hereby appoints Nancy Beers as District Clerk and Cheryl Dudley as Clerk Pro-tem for 2005-2006.
- B.** District Treasurer: BE IT RESOLVED that the Board of Education hereby appoints Janet Maassmann as District Treasurer for 2005-2006 and authorizes the Treasurer to sign checks for payroll, trust & agency, general fund, capital, federal and cafeteria accounts and pre-payment of utilities.
- C.** Deputy Treasurer: BE IT RESOLVED that the Board of Education hereby appoints Tammy J. Sutherland as Deputy Treasurer for 2005-2006.
- D.** Tax Collector: BE IT RESOLVED that the Board of Education hereby appoints Sharon Rarick as Tax Collector for 2005-2006.
- E.** Greene County School Board Delegate: BE IT RESOLVED that the Board of Education hereby appoints Ann Holstein as Greene County School Board's Delegate for 2005-2006.

Board President Wilton Bear, Jr. administered the Oath of Office to District Clerk Nancy Beers and Deputy Treasurer Tammy J. Sutherland.

The District Clerk will administer the Oath of Office to District Treasurer Janet Maassmann and Tax Collector Sharon Rarick at a time to be determined.

#### **IV. OTHER APPOINTMENTS**

*On the recommendation of the Superintendent of Schools Mrs. Mitchell moved, seconded by Mrs. Holstein 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; and Hogan, Sarzynski, Lynch, Surowka & DeWind, LLP as School Attorneys for 2005-2006.
- B.** Central Treasurer – Extraclassroom Activity Account: BE IT RESOLVED that Board of Education hereby appoints Janet Maassmann as Central Treasurer for Extracurricular Accounts for the Elementary, Middle and High schools for 2005-2006 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 Nancy Beers, District Clerk and Lorraine Spinner, Administrative Assistant to the Superintendent as Co-Records Access Officers for 2005-2006.
- D.** Records Management Officer: BE IT RESOLVED that the Board of Education hereby appoints Cheryl A. Dudley as Records Management Officer for 2005-2006.
- E.** Asbestos (LEA) Designees: BE IT RESOLVED that the Board of Education hereby appoints Robert Schrader Superintendent of Buildings and Grounds, and Tammy J. Sutherland, Assistant Superintendent for Business as LEA (Local Education Agency) Asbestos Designees for 2005-2006.
- 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 2005-2006.
- G.** Independent Auditor: BE IT RESOLVED that the Board of Education hereby appoints the auditing firm of Raymond Preusser, CPA, P.C. as Independent Auditor for 2005-06.
- H.** Title IX Coordinator: BE IT RESOLVED that the Board of Education hereby appoints Lisa Knowles as Title IX Compliance Officer for 2005-2006.
- I.** Chapter I Compliance Officer: BE IT RESOLVED that the Board of Education hereby appoints Peter Mahan as ECIA/Chapter I Compliance Officer for 2005-2006.
- J.** ADA/504 Compliance Officer: BE IT RESOLVED that the Board of Education hereby appoints Cheryl A. Dudley as ADA/504 Compliance Officer for 2005-2006.

## **V. DESIGNATIONS**

*On the recommendation of the Superintendent of Schools Mrs. Mitchell moved, seconded by Mrs. Holstein and carried unanimously to approve the following resolutions: (A-E)*

- A.** Official Bank Depository: BE IT RESOLVED that the Board of Education hereby designates the National Bank of Cossackie and JP Morgan Chase as the official banks for deposit, investment or borrowing of funds for 2005-2006.
- B.** School Physicians: BE IT RESOLVED that the Board of Education hereby appoints: Dr. Catalina Alegre; and Greenville Medical Associates for the Transportation Department, as School Physicians for 2005-06.
- C.** Supervisor of Attendance: BE IT RESOLVED that the Board of Education hereby appoints the High School Principal as Supervisor of Attendance for 2005-06.
- D.** Regular Meetings: BE IT RESOLVED that the Board of Education hereby approves the dates as attached for Board of Education meetings for 2005-2006. Board meetings will start at 7:30 P.M. in the High School Library, unless changed by action of the Board of Education. Additional meetings will be scheduled as needed and the public will be notified in advance. (FY2006-01)
- E.** 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 2005-2006.

## **VI. AUTHORIZATIONS**

*On the recommendation of the Superintendent of Schools Mr. Lampman moved, seconded by Mrs. Mitchell and carried unanimously to approve the following resolutions: (A-H)*

- 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 2005-2006.
- 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 2005-2006.

- C.** Petty Cash Funds: BE IT RESOLVED that the Board of Education establishes petty cash funds and authorization for disbursement of funds for 2005-2006 as follows:

Elementary School	JoAnn Conlon	\$ 50.00
Middle School	Colleen Horton	\$ 50.00
High School	TBD	\$ 50.00
District Office	Lorrie Spinner	\$ 50.00
Special Student Services	Lisa Knowles	\$ 50.00
Home & Careers(6-12)	Laurie Farricker	\$100.00
Transportation	Karen Morin	\$100.00
	and/or Paul Overbaugh	

- D.** Designation of Signatures on Checks: BE IT RESOLVED that the Board of Education hereby authorizes the Treasurer to use a facsimile signature to sign school checks.
- 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 2005-2006.
- F.** Authorization to Suspend Students: BE IT RESOLVED that the Board of Education hereby delegates authority, under Education Law 3214, to the building principals to suspend students from school for up to five (5) school days for 2005-2006.
- 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 2005-2006: Janet Maassmann, Elizabeth Caputo, Nancy Beers, and Lorrie Spinner.
- 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 2005-2006.

## **VII. OFFICIAL UNDERTAKINGS**

*On the recommendation of the Superintendent of Schools Mrs. Mitchell moved, seconded by Mrs. Holstein and carried unanimously to approve the following resolutions: (A-J)*

- A.** Bonding of Officers: BE IT RESOLVED that the Board of Education provide commercial crime insurance for the positions listed below for 2005-06 as follows:

1.	District Treasurer	\$1,000,000
2.	Tax Collector	\$1,000,000
3.	All employees (each employee)	\$ 100,000
- B.** Loans From the General Fund: BE IT RESOLVED that the Board of Education hereby authorizes the 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 2005-2006.
- 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 2005-2006.
- D.** Authorization to Borrow: BE IT RESOLVED that the Board of Education hereby approves two (2) resolutions authorizing the President of the Board of Education to borrow maximum allowable amounts by law on Tax Anticipation Notes and Revenue Anticipation Notes for 2005-2006. (FY2006-02)

## **VIII. OTHER ITEMS**

*On the recommendation of the Superintendent of Schools Mrs. Mitchell moved, seconded by Mrs. Moore and carried unanimously to approve the following resolutions: (A-J)*

- A.** Re-adoption of 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 .37¢ per mile for 2005-2006.
- 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 2005-06, 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 2005-2006:

Breakfast	K-12	\$1.35
	Reduced	\$ .25
	Adult	\$2.10 (tax included)
Lunch	K-12	\$2.00
	Reduced	\$ .25
	Adult	\$3.25 (tax included)
Milk		\$ .40

- 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 2005-2006: salary/benefits of driver; gas and oil based on number of miles; and a lump sum 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 2005-2006: Lisa Knowles, the Director of Special Student 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, a parent representative, related service provider when appropriate, and a physician, if requested.

Sub-Committee of the CSE, the parents, a regular education teacher if appropriate, the special education teacher of the student, Lisa Knowles, the Director of Special Student Services, related service provider when appropriate and the School Psychologist when appropriate.

- G.** Committee on Pre-School: BE IT RESOLVED that, the Board of Education hereby appoints the following members to the Committee on Pre-School Special Education for the 2005-2006 year: Lisa Knowles, the Director of Special Services, and 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, a parent representative, related service provider when appropriate, and a representative of the municipality where the student resides.

- H.** Impartial Hearing Officers: BE IT RESOLVED that, the Board of Education approve the current list of Impartial Hearing Officers as provided by the New York State Education Department.

**I.** Board of Voter Registration: BE IT RESOLVED that the Board of Education hereby appoints Janice Brand to serve a four year term on the Board of Voter Registration along with Martha Hillicoss, Edith Kuhar, and Diane Therrien-Smith, with Ronnie Joyce Campbell as an alternate member.

**J.** Rates of Pay: BE IT RESOLVED that, the Board of Education hereby establishes the following rates of pay for 2005-2006:

- |    |    |  |                             |
|----|----|--|-----------------------------|
| A. | 1. | Election Clerk/Inspectors  | \$6.75/hour                 |
|    |    | Board of Voter Registration  | \$7.50/hour                 |
|    |    | NOTE: For school employees, this rate is given for work rendered beyond the regular work schedule and day. |                             |
|    | 2. | Election Machine Custodian   | \$200/each vote             |
| B. |    | Tutorial Services  | \$17.20/hour                |
| C. |    | Substitutes:   |                             |
|    |    | Teacher  | \$70.00/day – non-certified |
|    |    |  | \$80.00/day – certified     |
|    |    | Nurse (RN)   | \$80.00/day                 |
|    |    | Teaching Assistant   | \$60.00/day – HS Diploma    |
|    |    |  | \$70.00/day – certified or  |
|    |    |  | 2 yrs. College              |
|    |    | Bus Driver   | \$13.19/hour                |
|    |    | Cleaner/monitor  | \$10.75/hour                |
|    |    | Custodian/cleaner/maintenance  | \$10.94/hour                |
|    |    | Cafeteria  | \$ 8.24/hour                |
|    |    | Secretary/clerical/attendance aide   | \$ 10.90/hour               |
|    |    | Support staff/monitors/ aide to nurse  | \$ 9.93/hour                |
|    |    | Mechanic   | \$13.37/hour                |

## **IX. ADJOURNMENT**

At 7:55 P.M. the meeting was adjourned.

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School District Clerk

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Board President