

TUXEDO UNION FREE SCHOOL DISTRICT

DATE:	July 9, 2019
TIME:	7:00 PM
PLACE:	George Grant Mason School – Multipurpose Room
MINUTES OF:	Annual Organizational Meeting
BOE MEMBERS PRESENT:	Michael Arone, Nancy Bourke, Kimberly Breiland, Daniel Castricone; Mary Vaught, Dorothy Zielgelbauer
ALSO PRESENT:	Timothy Bohlke - Superintendent of Schools, Traci Ferreira, K-6 Principal; Marc Matatia, Business Administrator; Arlene Dyba, District Clerk

A quorum was present.

The District Clerk called the meeting to order at 7:00 p.m. Roll call and quorum check were taken, Ms. Dyba led the board in the Pledge of Allegiance.

Trustee of the Board - Oath of Office was read and signed by newly elected/re-elected board members:

DANIEL CASTRICONE

MICHAEL ARONE

DOROTHY ZIEGELBAUER

* LUCY CEREZO SCULLY was administered her oath of office on 7/11/19 in the Office of the District Clerk.

Board of Education, President

MARY VAUGHT

Nominated by: Nancy Bourke

Second by: Michael Arone

Roundtable Discussion

RE: Newly elected board members being able to take the oath of office prior to the Organizational Meeting, in order to attend and participate in a Special Meeting held prior to the Organizational Meeting.

YES- 5

NO 1 Daniel Castricone

Motion Carried

Board President Oath of Office was administered by the District Clerk

Board of Education, Vice-President

DOROTHY ZIEGELBUER

Nominated by: Nancy Bourke

Second by: Michael Arone

YES- 6

NO- 0

Motion Carried

Board Vice-President Oath of Office was administered by Board President, Mrs. Vaught

Designation of Legislative Liaison to NYSSBA

A motion was made to appoint Nancy Bourke as Legislative Liaison to the NYS School Boards Association for the 2019/20 school year.

Moved by: Mary Vaught

Second by: Dorothy Zielgelbauer

YES- 6

NO - 0

Motion Carried

Appointment of Legislative Liaison to OCSBA

A motion was made to appoint Mary Vaught as Legislative Liaison to the Orange County School Boards Association for the 2019/20 school year and to appoint Nancy Bourke, as an alternate.

Moved by: Mary Vaught

Second by: Michael Arone

YES 6

No 0

Motion Carried

4.5 Approval of Officers and Personnel for the 2019/20 School Year

TREASURER	Daniel Martin
ASSISTANT TREASURER	Marc Matatia
DISTRICT CLERK	TBD
TAX COLLECTOR	Lynda Mitrione
PHYSICIANS	Dr. Jeffrey Horowitz
ATTORNEY	Shaw, Perelson, May & Lambert LLP
EXTERNAL AUDITOR	Raymond Preusser, CPA, P.C.
INSURANCE CONSULTANT	NY School Insurance Reciprocal
ATTENDANCE OFFICER	Matthew Takeuchi
RECORDS MANAGEMENT OFFICER	Arlene Dyba
TITLE IX OFFICERS	Alexis Kearsey & Traci Ferreira
TITLE VI OFFICER	Alexis Kearsey
SECTION 504 COORDINATOR	Alexis Kearsey
CPSE/CSE CHAIRPERSON	Alexis Kearsey
DIGNITY COORDINATORS GGM	Traci Ferreira & Rose Laure Thomason
DIGNITY COORDINATORS HS	Christine Oliva & Alexis Kearsey
HOMELESS LIAISON	Christine Oliva
DEPT. OF SOCIAL SERVICES CONTACT	Christine Oliva
RECORDS ACCESS OFFICER	Marc Matatia
RESIDENCY OFFICER	Marc Matatia

Moved by: Mary Vaught

Second by: Michael Arone

YES 6

NO 0

Motion Carried

4.5A Clerk Pro Tempore

The recommendation was made that Arlene Dyba be appointed Clerk Pro Tempore for the period 7/01/19 – 7/31/19

Moved by: Michael Arone

Second by: Nancy Bourke

Roundtable Discussion

Mr. Bohlke thanked Ms. Dyba for all of her assistance.

YES 6

No 0

Motion Carried

4.6 Approval for the following Designations for the 2019/20 School Year:

BANKS FOR ALL OFFICIAL DEPOSITS	J.P. Morgan Chase, Greater Hudson Bank, MBIA-CLASS, New York Liquid Asset Fund (Any commercial bank in NY State for Certificates of Deposit)
OFFICIAL NEWSPAPERS	Times Herald Record & Photo News
REGULAR MONTHLY BOE MEETINGS	3 rd Thursday of each month at 7:00 PM, subject to change by the Board of Education

Moved by: Mary Vaught

Second by: Nancy Bourke

Roundtable Discussion

Mr. Bohlke informed that board that it has been confirmed the Photo News prints districts legal ads.

YES 6

NO 0

Motion Carried

4.7 Approval for the following Authorizations for the 2019/20 School Year:

CERTIFICATION OF PAYROLL	Superintendent
PURCHASING AGENT	Business Administrator (Superintendent in absence of Business Administrator)
ATTENDANCE AT CONFERENCES	Superintendent
GENERAL PETTY CASH FUND	High School \$100 (Matthew Takeuchi) Transportation \$100 (JoAnn Martin)
SIGNATURE ON ALL DISTRICT CHECKS	Treasurer
BUDGET TRANSFERS	Superintendent
GRANTS IN AID	Superintendent

Moved by: Michael Arone

Second by: Nancy Bourke

YES 6

NO 0

Motion Carried

4.8 Existing Policies & Past Practices

A motion was made for board approval to revive existing board policies and past practices for the Tuxedo School District, for the 2019/20 School year, as listed below;

- Approval to re-adopt all policies and Code of Ethics in effect during previous year
- Approval to re-adopt Code of Conduct
- Approval to adopt mileage reimbursement rate of 58cents/mile.

Moved by: Dorothy Ziegelbauer

Second by: Nancy Bourke

YES 6

NO 0

Motion Carried

4.9 Invest Monies at Prevailing Rate for the 2019/20 School Year

A motion was made for board approval for the Business Administrator/Superintendent to invest monies at the best prevailing rate.

Motion by: Michael Arone

Second by: Nancy Bourke

YES 6

NO 0

Motion Carried

4.10 Bonding for the 2019/20 School Year

A motion was made for board approval for bonding of the District Clerk, District Treasurer, Tax Collector, Internal Claims Auditor and Treasurer of Activities Fund.

Moved by: Dorothy Ziegelbauer

Second by: Nancy Bourke

YES 6

NO 0

Motion Carried

4.11A Audit Committee for the 2019/20 School Year

A motion was made that the Tuxedo Board of Education appoint *Dorothy Ziegelbauer and Kimberly Breiland* to, the Audit Review Committee to assess the findings of the external audit.

Moved by: Mary Vaught

Second by: Nancy Bourke

Roundtable Discussion

Meetings will be during the day and can be held via telephone.

YES 6

NO 0

Motion Carried

4.11B Budget Committee for the 2019/20 School Year

A motion was made that the Tuxedo Board of Education appoint *Daniel Castricone and Nancy Bourke* to the Budget Committee.

Moved by: Mary Vaught

Second by: Michael Arone

Roundtable Discussion

Board President may attend all Committee Meetings.

YES 6

NO 0

Motion Carried

Regular Meeting

PRESENTATION – CAPITAL PROJECT UPDATE

Clark, Patterson, & Lee – *Chris Ladanyi*

- A handout of the updated Master Plan was given to board members
- Cost and tax impact provided for \$3, \$3.5, and \$4 million bonds
- An estimate of \$700-\$750K could be designated from fund balance
- CP&L will provide final amounts at the August BOE meeting
- CP&L shares their marketing efforts with the district
- Chris L. will schedule a time to do a walk thru with Mr. Bohlke
- Inviting community members (i.e. Police, Fire, Town Board) to do a building walk thru
- Concern about timeline for informing the public for an October vote

PRESENTATION – TRANSPORTATION ANALYSIS

Futures Education – *Rich LeBree*

- Power point presentation (as attached)
- BOCES could acquire regional contracts; other districts would need to be interested
- More difficult and expensive to get bids for small fleet contracts
- Presently: equally cost effective to operate own busses or contract out
- Contract could go up after initial first year
- By going out to bid to you may lose your drivers
- Recommendation: see if current leasing company would do a 6 year lease to buy contract at the end of the first year
- Recommendation to use a transportation program (i.e. Triversa)
- Commended Mrs. Martin, for her management of the district's transportation needs.

APPROVAL OF MINUTES

A motion was made to approve the minutes of the 6/20/19 BOE meeting.

Moved by: Kimberly Breiland

Second by: Nancy Bourke

YES 6

NO 0

Motion carried

Roundtable Discussion

Given the short time between the June and July meetings in addition to the two presentations being given this evening:

A motion was made to forego Administrative reports until the August meeting

Moved by: Michael Arone

Second by: Nancy Bourke

YES 6

NO 0

Motion Carried

ITEMS FOR ACTION AND/OR DISCUSSION

2.01 CSE/CPSE

A motion was made that the Tuxedo Board of Education approve the Committee of Special Education recommendations 2.01 – 2.10.

Moved by: Mary Vaught

Second by: Nancy Bourke

YES 5 (Mrs. Breiland not present for vote)

NO 0

Motion carried

3.01 Policy #1203 Voter Registration

A motion was made that the Board of Education accept the revised Board Policy #1203 – Voter Registration as approved by the voters of the Tuxedo UFSD on 5/21/2019

Moved by: Mary Vaught

Second by: Dorothy Ziegelbauer

YES 6

No 0

Motion Carried

4.01 District Special Education Plan

BE IT RESOLVED, that the Tuxedo Union Free School District Board of Education hereby adopts the Tuxedo Union Free District Special Education Plan, as attached, for the 2019-2020 school year.

Moved by: Mary Vaught

Second by: Dorothy Ziegelbauer

Roundtable Discussion

Request by board member to confirm all dates in the plan are correct

YES 6

NO 0

Motion Carried

5.01 Policy #5307 Summer School

BE IT RESOLVED, the Tuxedo Board of Education adopt on the first reading, Policy #5307 Summer School, as attached

Moved by: Mary Vaught

Second by: Dorothy Ziegelbauer

Roundtable Discussion

- Clarification on Policy number
- Classes by offered: 2 Math & 1 Science
- 12 students – some for credit, some to retake the regents

6.01 RESOLUTION – Team Mergers & Shadowing with Chester Academy

BE IT RESOLVED, **WHEREAS**, the Tuxedo Union Free School District ("Tuxedo") has requested that the Chester Union Free School District ("Chester") allow Tuxedo's students to participate with Chester students on several athletic teams, during the 2019-2020 school year and to shadow Chester's Spring Varsity Track and ¹Winter Varsity Indoor Track & Varsity Wrestling teams, in the event Tuxedo does not have their own team(s).

WHEREAS, Chester has agreed to permit such participation by Tuxedo students as long as it is at no additional cost to Chester as a result of such participation; and

WHEREAS, the Section IX Athletic Council has approved the merger request by Tuxedo and Chester for the following teams: Football (V & JV), Girls Soccer (V & JV), Girls Basketball (V & JV), Boys Basketball (V & JV), Baseball (V & JV), and Softball (V & JV).

THEREFORE, BE IT RESOLVED, that the Board of Education approve the participation of Tuxedo students on the following Chester athletic teams during the 2019-2020 school year, as merged teams: Football (V & JV), Girls Soccer (V & JV), Girls Basketball (V & JV), Boys Basketball (V & JV), Baseball (V & JV), and Softball (V & JV). and approve Tuxedo students shadowing Chester's Wrestling and Spring Track teams. in the event Tuxedo does not have their own team(s).

BE IT FURTHER RESOLVED, that Tuxedo will be responsible for providing transportation for its students to and from practices at Chester Academy, Tuxedo students will be permitted to travel with Chester students to and from Chester Academy for athletic contests, and Tuxedo shall reimburse Chester for any additional costs that result from the participation of Tuxedo students on the aforementioned Chester athletic teams during the 2019-2020 school year; and

BE IT FURTHER RESOLVED, that the District Clerk shall provide a copy of this resolution to the Superintendent of Schools of the Chester Union Free School District and the New York State Public High Schools Athletic Association.

Motion by: Mary Vaught

Second by: Michael Arone

YES 6

NO 0

Motion Carried

¹ Winter Shadowing: Wrestling & Indoor Track is upon approval of Section IX Athletic Council

7.01 – 7.04 Personnel

A recommendation was made that the Tuxedo Board of Education approve Personnel Items 7.01 – 7.04

Moved by: Michael Arone

Second by: Nancy Bourke

YES 6

NO 0

Motion Carried

7.01 Substitute Pay Rates for the 2019/20 School Year

Teachers - Non-Certified	\$80 Per Diem – Full Day
Teachers – Certified	\$100 Per Diem – Full Day
Teachers – Certified (other than NY)	\$90 Per Diem – Full Day
School Nurse	\$185 – Full Day \$26.43/Hr.
Monitors/Aides/Greeters	\$11.10/Hr.
Special Education Individual Aide	\$11.50/Hr.
Clerical	\$11.10/Hr.
School Psychologist	Up to \$200 – Full Day
Food Service Workers	\$11.10/Hr.
Custodial Substitutes	\$11.10/Hr.
Cafeteria Substitutes	\$11.10/Hr.

7.02 Part Time Employee Pay Rates for the 2019/20 School Year

Laura Vaccarino	Food Service Worker	7/01/19-6/30/20	\$11.38/hr
Jennifer Hudson	Food Service Worker	7/01/19-6/30/20	\$15.00/hr.
Margorie Puff	Food Service Worker	7/01/19-6/30/20	\$12.38/hr
Arnold D'Ambrosio	Part-Time Bus Driver	7/01/19-6/30/20	\$18.58/hr
Miguel Ramos	Part Time Bus Driver	7/01/19-6/30/20	\$18.27/hr
Irwin Linker	Part Time Bus Driver	7/01/19-6/30/20	\$19.45/hr
Rodney Suffern	Part Time Bus Driver	7/01/19-6/30/20	\$18.27/hr
John Dworjan	Part Time Bus Driver	7/01/19-6/30/20	\$20.46/hr
Dawn Menkes	Part Time Bus Driver	7/01/19-6/30/20	\$18.94/hr
Gary Parker	Part Time Bus Monitor Part Time-Greeter	7/01/19-6/30/20	\$12.55/hr \$11.38/hr.

7.03 Instructional Appointments

NAME	POSITION	EFFECTIVE DATE	SALARY
Dave Powers	Home Instructor/	2019/2020	\$30/hr.
Dave Powers	Teacher – Summer School	7/8/19-8/08/19	\$5000
Mariah Klimowich	Teacher/Aide – Summer School	7/8/19-8/08/19	\$150/day
Jenna Park	7-12 ELA Teacher	8/29/2019(1)	\$61577 BA-1

(1) Minutes corrected to reflect 8/29/19; originally approved as 9/01/19

7.04 Non-Instructional Appointments

NAME	POSITION	EFFECTIVE DATE	SALARY
Arlene Dyba	Data Coordinator Guidance/Student Services Secretary	7/01/2019	\$65,793
Lynda Mitrione	Accounts Payable/Business Office Secretary	7/10/2019	\$30,000 (annual)
Lynda Mitrione	District Tax Collector	7/01/19-6/30/20	\$5,000
Andrea Hackett	FT Teacher's Aide	7/01/2019	\$32687
Donna Matthews	Consultant	7/01/2019	\$15/hr.

7.05 – 7.06 Personnel

A recommendation was made that the Tuxedo Board of Education approve Personnel Items 7.04 – 7.05

Moved by: Michael Arone

Second by: Nancy Bourke

YES 6

NO 0

Motion Carried

7.05 Activity/Club

NAME
<i>Dance</i>
Intramurals
Math Counts
Model UN
Musical - Elementary
Set Design/Construction
Literary Magazine

7.06 Team Coach/Club Advisor

NAME	POSITION	EFFECTIVE DATE	SALARY
William Brunner	Boys Modified Soccer Coach	2019/2020	\$1847.31-B1

Mr. Bohlke introduced Ms. Jenna Park, 7-12 ELA Teacher, to the board

PUBLIC COMMENT - *None*

Roundtable Discussion

- Strategic Planning Committee
- Board Retreat Dates
 - Marketing plans
 - Closed meeting
 - July 13th 9am – 12 pm
- College in the HS (STAC) Update
 - Inquire from TEU status of MOA
- Board Member ID cards
- Teacher Liaison – Mrs. Ziegelbauer was unable to contact Mr. Wirth

A motion was made to adjourned the meeting

Moved by: Michael Arone

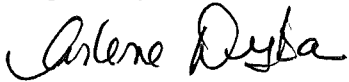
Second by: Nancy Bourke

YES 6

NO 0

Motion Carried

Respectfully submitted,



Arlene Dyba, Clerk Pro Tempore

Date approved 8/22/2019