

APPROVED

**Annual Organizational Meeting & Regular Meeting
Thursday, July 9, 2020
Via Zoom**

ORIGINAL

Members Present: A. Casale, T. Fanfa, D. Galipeau (*arrived at 6:10 p.m.*), D. Roadcap, J. Roddy, K. Shufon, L. Wertz and J. Wienman

Absent: A. Grab

Also in Attendance: Dr. Angelina Maloney, Stephanie Steinhart, Assistant Superintendent for Business/District Clerk and Maria Lewis, Board Secretary

1. CALL TO ORDER AND FLAG SALUTE

District Clerk, Stephanie Steinhart called the annual organizational/regular meeting to order with a salute to the flag at 5:45 p.m.

2. PUBLIC HEARING

District-wide School Safety Plan

Public hearing to provide for school personnel, student and public participation regarding the District-wide School Safety Plan

3. ANNUAL ORGANIZATIONAL MEETING AGENDA

Procedural: 3.1 Oath of Office - The District Clerk administered the Oath of Office to newly and re-elected Board Members, Tammie Fanfa and Judy Wienman

Action: 3.2 Election of 2020 - 2021 Officers

Board of Education President

1 - Ms. Wertz 2 - Ms. Wienman

The Board of Education approves the election of Jack Roddy as President for the 2020 - 2021 school year

7 Yes/Motion Carried

Board of Education Vice President

1 - Mr. Roddy 2 - Ms. Wienman

The Board of Education approves the election of Leah Wertz as Vice President for the 2020 - 2021 school year

7 Yes/Motion Carried

The District Clerk administered the Oath of Office to the President and Vice President. She then turned the meeting over the President.

Mr. Galipeau arrived at 6:10 p.m.

Action: 3.3 Board Member Appointments

1 - Ms. Wienman 2 - Ms. Wertz

The Board of Education approves the following Board Member appointments for the 2020 - 2021 school year.

Board Committees	Member(s)
Audit/Finance	Mr. Grab*, Ms. Fanfa & Ms. Wienman
Facilities	Mr. Casale*, Mr. Galipeau & Ms. Roadcap
Policy	Ms. Wertz*, Mr. Shufon & Ms. Wienman
District Committees	
Curriculum & Assessment	Ms. Wienman & Ms. Wertz
Wellness	Ms. Fanfa
NYSSBA Annual Business Meeting	
Voting Delegate	Mr. Roddy
Alternate	Ms. Werts
Board Representative	
Brittonkill PTSA	Ms. Roadcap & Mr. Shufon
Brittonkill Educational Foundation	Ms. Wienman
Legislative Liaison	Mr. Roddy
CAPSBA	Ms. Wertz
Athletic Committee Liaison (Ad Hoc)	Mr. Galipeau & Ms. Roadcap

*denotes Chairperson

8 Yes/Motion Carried

BY CONSENT
1 - Ms. Wertz 2 - Ms. Wienman

Action: 3.4 Board Appointments

The Board of Education approves the following annual appointments for the 2020 - 2021 school year.

Auditors	
Claims Auditor	Michael Wolff
Alternate Claims Auditor	Questar III BOCES
External Auditor	The Bonadio Group
Clerk of the Board	Stephanie Steinhart
Secretary to the Board	Maria Lewis
Treasurer(s)	
District Treasurer	Wayne Carman
Central Treasurer (Student Activities)	Wayne Carman
Deputy Treasurer	Catrina Schumaker

Action: 3.5 Other Board Appointments

The Board of Education approves the following appointments for the 2020 - 2021 school year.

Purchasing Agent	Stephanie Steinhart
Deputy Purchasing Agent	Angelina Maloney
Property Tax Refunds/Adjustments	Stephanie Steinhart
Receiver of Taxes - Town of Brunswick	Jayne Tarbox
Tax Collector - All Other Towns	Catrina Schumaker
Records Access Manager	Stephanie Steinhart
Records Management Officer	Stephanie Steinhart
Asbestos LEA Designee	Whitney Colvin
Chief Emergency Officer	Whitney Colvin
Data Protection Officer	Eric Wetmore
District-wide School Safety Team	Angelina Maloney, Whitney Colvin, Sherri Kellar-Willis, Stephanie Steinhart, Maria Lewis, Joy Wright & Tim LeVan (Questar)
Title IX Compliance Officers	Christine Shields & Jennifer Ellerbrock
School Physicians	Riverview Pediatrics
Dignity Act Coordinators	Assistant Secondary School Principal & Don Sindon
Bullying Prevention Coordinator	Assistant Secondary School Principal
Homeless Liaison	Rochelle Hoot
Fostercare Liaison	Rochelle Hoot
Spokespersons	
District	Superintendent of Schools
Board of Education	Board of Education President
Legal Newspaper	Albany Times Union

Action: 3.6 Special Education Appointments

The Board of Education approves the following annual Special Education appointments for the 2020 - 2021 school year.

Committees on Special Education, Pre-School Special Education & 504	
CSE COMMITTEE	
Required Members	
Chairperson/LEA Representative	Rochelle Hoot
Alt. Chairperson/School Psychologist	Jennifer Ellerbrock/William Murabito
School personnel able to request a referral	Richard Pogue/Kenneth Rizzo
Student's Parent	or persons in parental relationship
Special Education Teachers	Current Special Education teacher servicing the student or Special Education teacher that could be assigned to service the student
General Education Teachers	Current General Education teacher servicing the student or Special Education teacher that could be assigned to service the student
Members as needed	Speech Therapists, Physical Therapists, Occupational Therapists, Social Workers and other related service providers
Members (if requested)	
Parent Members	Julia Martin/Blair Novakowski/Nancy Fosmire/Tina

	Carroll/Linda Lang
Physician Member	Drs. Tomiak, Kostun & Caruso
Surrogate Parent Member	Arlene Bartlett
CPSE COMMITTEE	
Required Members	
Chairperson/LEA Representative	Rochelle Hoot
Alt. Chairperson/School Psychologist	Jennifer Ellerbrock
Special Education Teachers	Current Special Education teacher servicing the student or Special Education teacher that could be assigned to service the student
General Education Teachers	Current Special Education teacher servicing the student or Special Education teacher that could be assigned to service the student
Members as needed	Speech Therapists, Physical Therapists, Occupational Therapists, Social Workers and other related service providers
Members (if requested)	
Parent Members	Erica Rifenburg/Alicia Cavanaugh/Nancy Fosmire
Physician Member	Drs. Tomiak, Kostun & Caruso
Surrogate Parent Member	Arlene Bartlett
504 COMMITTEE	
Required Members	
Chairperson/LEA Representative	Rochelle Hoot
Alternate Chairperson	Jennifer Ellerbrock/William Murabito
School personnel able to request a referral	Richard Pogue/Kenneth Rizzo
General Education Teachers	Current Special Education teacher servicing the student or Special Education teacher that could be assigned to service the student. Also School Counselor
SERVICE PROVIDERS	
Teacher of the Deaf	Advanced Therapy
Teacher of the Visually Impaired	Advanced Therapy
Transition Services	ARC
Physical Therapy	Complete OT, PT, SLP Services, PLLC
Assistive Technology Consultant	Tom McKee
IMPARTIAL HEARING OFFICERS	Taken from rotational list provided by New York State Education Department (per law and board policy)

Action: 3.7 Annual Memberships

The Board of Education approves district membership in the following organizations for the 2020 - 2021 school year.

- New York State School Boards Association (NYSSBA)
- Capital District School Boards Association (CAPSBA)
- Rensselaer County Chamber of Commerce
- Rural Schools Association of New York State
- Capital Area School Development Association (CASDA)

Action: 3.8 Superintendent Authorization

The Board of Education authorizes the Superintendent to perform the following tasks for the 2020 - 2021 school year.

- Apply for grants in aid (state, federal and private)
- Certify payroll
- Approve budget transfers (up to \$50,000)
- Approve contracts for student services
- Approve contracts for non-resident students
- Approve conference requests for administrators, faculty and staff (Board President shall approve all requests for fellow board members and the Superintendent)

Action: 3.9 Designation of Depositories

The Board of Education designates the following as depositories for the 2020 - 2021 school year.

- M&T Bank
- NYCLASS

Action: 3.10 Bonding of Employees

the Board of Education approves a blanket bond for the following personnel handling district funds for the 2020 - 2021 school year.

- District Clerk
- District Treasurer
- Deputy Treasurer(s)
- Central Treasurer of Student Activity Account
- Claims Auditor
- Tax Collector

Action: 3.11 Income Eligibility Guidelines for Reduced Price Meals
the Board of Education accepts the attached Free and Reduced Price Meal Program Policy Statement and all required attachments and approves the following 2020-2021 Income Eligibility Guidelines for Reduced Price Meals:

Total Family Size	Annual	Monthly	Twice per Month	Every Two Weeks	Weekly
1	\$ 23,606	\$ 1,968	\$ 984	\$ 908	\$ 454
2	\$ 31,894	\$ 2,658	\$ 1,329	\$ 1,227	\$ 614
3	\$ 40,182	\$ 3,349	\$ 1,675	\$ 1,546	\$ 773
4	\$ 48,470	\$ 4,040	\$ 2,020	\$ 1,865	\$ 933
5	\$ 56,758	\$ 4,730	\$ 2,365	\$ 2,183	\$ 1,092
6	\$ 65,046	\$ 5,421	\$ 2,711	\$ 2,502	\$ 1,251
7	\$ 73,334	\$ 6,112	\$ 3,056	\$ 2,821	\$ 1,411
8	\$ 81,622	\$ 6,802	\$ 3,401	\$ 3,140	\$ 1,570
*For each additional person add:	\$ 8,288	\$ 691	\$ 346	\$ 319	\$ 160

Action: 3.12 School Lunch Prices
The Board of Education approves the following school lunch rates for the 2020 - 2021 school year:

School	Current Price	New Price
Elementary	\$2.85	\$2.90
Secondary	\$2.85	\$2.90

Action: 3.13 Legal Counsel
The Board of Education approves the following annual legal counsel appointments for the 2020 - 2021 school year.

School Attorneys	Honeywell Law Firm, PLLC
Bond Council	Orrick, Herrington & Sutcliffe
Special Education Counsel	Honeywell Law Firm, PLLC
Fiscal Advisor	Bernard P. Donegan, Inc.
Special Counsel	Girvin & Ferlazzo

Action: 3.14 Miscellaneous Rates
The Board of Education approves the following rates for the 2020 - 2021 school year, consistent with current board policy and New York State Comptroller's guidelines.

Petty Cash Funds	
Business Office	\$50 (Wayne Carman, Custodian)
Transportation Department	\$50 (Whitney Colvin, Custodian)
Change Funds	
Food Service Department	\$150 (Joy Wright, Custodian)
Athletic Department	\$200 (Donna VanZandt, Custodian)
Poll Worker Compensation	\$12 per hour
Mileage	.58/mile or as revised by the IRS
Meals	\$55 per day for meal expenses to be allocated as follows:
	\$10 - breakfast (if traveling prior to 10 AM)
	\$15 - lunch
	\$30 - dinner (if traveling after 3 PM)

Action, Discussion: 3.15 Substitute Rates
The Board of Education approves the following substitute rates effective for the 2020 - 2021 school year:

Substitute Position	2020 - 2021
Daily Rate:	
Teacher - Certified	\$115
Teacher - Non-certified	\$95
Teaching Assistant - Certified	\$85
Teaching Assistant - Non-certified	\$70
Hourly Rate:	
School Bus Attendant	\$13
School Bus Driver and Trainee	\$22.01
Childcare Worker	\$13
Custodian	\$15
Food Service Helper	\$13
Nurse - RN	\$22
School Monitor	\$13

Typist	\$14
Watchman	\$13
Office Aide	\$14
Cook	\$15.50

Action: 3.16 Reaffirmation of Board Policy and Code of Ethics

The Board of Education reaffirms current Brunswick Central School District Board of Education Policies and Code of Ethics for the 2020 - 2021 school year.

Action: 3.17 Required Annual Review of Policies

The Board of Education reviewed, as required, the following Board of Education policies:

- #1900 - Parental Involvement
- #5300 - Code of Conduct
- #6240 - Investments
- #6700 - Purchasing

**END OF CONSENT
8 Yes/Motions Carried**

4. APPROVAL OF MINUTES**Action: 4.1 June 18, 2020 Regular Meeting**

1 - Mr. Casale 2 - Ms. Wienman

The Board of Education approves the following Minutes:

- June 18, 2020 Regular Meeting Minutes

7 Yes/1 Abstain (Ms. Fanfa - because she wasn't a board member at the meeting)

Motion Carried

5. BOARD ACTIONS**Action: 5.1 Student Liaison - Annual Appointment**

1 - Mr. Shufon 2 - Ms. Wertz

The Board of Education approves the appointment, upon the recommendation of both the High School Principal and Student Senate, of the following to act as Student Liaison to the Board of Education and Alternate Student Liaison, for the 2020 - 2021 school year.

- Student Liaison - Vanessa Baldwin
- Alternate Student Liaison - TBD

8 Yes/Motion Carried

6. PUBLIC COMMENT - None**7. SUPERINTENDENT UPDATE**

- Welcome to Mr. Jaymes White, the new Assistant Secondary School Principal
- Thank you and congratulations to all the district retirees
- Plans for Class of 2020 graduation the following day/thanks to everyone that made it possible including the Class of 2020 Advisors, buildings & grounds crew and the IT Department
- Reopening Plan due to NYSED July 31, 2020
- School/District re-identified again for the 2020 - 2021 school year due to Covid-19 (NYS assessments were canceled) meaning the district is still a Target District
- New website and app for the district
- Zoom meetings with parents
- Pre-K and Kindergarten screening
- Hiring for 2020 - 2021 school year is almost complete except for those positions that may be necessary due to Covid-19 restrictions
- Construction status
- Thanks you to everyone including the students, parents, teachers, Board of Education, staff and community members for their support during these unprecedented times.

Update from Administrators

8. SPECIAL ACTIONS**Action: 8.1 2020 - 2021 Multi-Tier System of Supports (MTSS) Plan**

1 - Mr. Galipeau 2 - Mr. Casale

The Board of Education approves the 2020 - 2021 Multi-Tier System of Supports (MTSS) Plan as presented.

8 Yes/Motion Carried

Action: 8.2 Assistant Secondary School Principal - Probationary Appointment - Jaymes White

1 - Ms. Wertz 2 - Mr. Casale

Upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints Jaymes White to a probationary appointment as an Assistant Secondary School Principal in the tenure area of School District Administration, effective July 20, 2020, for a four year term tentatively scheduled to conclude on July 19, 2024, contingent upon his successful completion of the probationary term and having received composite or overall APPR ratings of either "Effective" or "Highly Effective" in at least three of the four preceding years and a rating higher than "Ineffective" at the conclusion of the 2023-2024 school year. Salary shall be \$78,500 in accordance with the collective bargaining agreement. Mr. White's appointment is contingent upon receipt of his administrative internship certificate in School Building Leadership. (Certification(s) held: School Counselor, Permanent, 9/13/2016)

8 Yes/Motion Carried

9. SPECIAL EDUCATION

Action: 9.1 Student Placement Recommendations - Committees on Special Education and Preschool Special Education

1 - Ms. Wertz 2 - Mr. Casale

The Board of Education accepts the recommendations of the Committees on Special Education and Preschool Special Education dated 06/05/2020, 06/16/2020, 06/29/2020, 07/06/2020 and 07/09/2020:

- 1165
- 970
- 394
- 1075
- 1133
- 979

8 Yes/Motion Carried

Action: 9.2 Extended School Year Program - Appointment of Nurses

1 - Ms. Wertz 2 - Mr. Shufon

The Board of Education approves the following individuals as Nurse for the Extended School Year Program (July 6, 2020 - August 14, 2020) with remuneration per the current CSEA contract.

- Carol Crucetti
- Mary Beth Farley

8 Yes/Motion Carried

10. SUPERINTENDENT'S RECOMMENDATIONS-PERSONNEL

BY CONSENT

1 - Mr. Shufon 2 - Ms. Wienman

Action: 10.1 Special Education Teacher - Termination - Catherine Callahan

The Board of Education terminates Catherine Callahan from her position as Special Education Teacher with the Brunswick Central School District effective July 10, 2020.

Action: 10.2 Interim Principal - Acknowledgement of Service - James Donnelly

The Board of Education acknowledges, with appreciation, James Donnelly for his service to the district in the capacity of Interim Secondary School Principal for the 2019 - 2020 school year.

Action: 10.3 Mentor Co-Coordinators - Annual Appointment - Aimee Bishop & Eric Olson

The Board of Education approves the annual appointment of Aimee Bishop & Eric Olson as Mentor Co-Coordinators for the 2020 - 2021 school year. Remuneration for this appointment will be per the BTA contract with the stipend shared equally.

Action: 10.4 .5 FTE RAPP Teacher - Annual Appointment - Chelsea Zantay

The Board of Education approves, pursuant to Education Law and in compliance with Part 30 of the Rules of the Board of Regents Law, the annual appointment of Chelsea Zantay to serve as a .5 FTE RAPP Teacher effective September 8, 2020 through June 30, 2021. Remuneration shall be per the current BTA contract. (Certifications: Social Studies 7-12, Initial Certificate Time Extension, 8/31/2021)

Action: 10.5 Instructional Technology Support Positions

The Board of Education approves the following Instructional Technology Support persons for the 2020 - 2021 school year with a stipend per the current BTA contract. (Beginning with the 2019 - 2020 school year, the Bullpen was renamed "Technology Coaching Team")

Technology Coaching Team:

Judy Anderson
Lynn Blakeley
Heather Cipperly
Matt Cipperly
Amber Frank

Michelle Furlong
Maureen King
Ryenne Phillips
Tanya Kane

Technology Coaching Team Coordinator:
Amy Labshere

Action: 10.6 Summer 2020 Transportation Appointments

The Board of Education approves the appointment of the following employees to the position indicated for the summer transportation runs at a salary per the current CSEA contract:

Drivers

Kim Matala
Abbey Mrozek

School Bus Attendants

Kathleen Deuel
Jessica Hubbard

Action: 10.7 Teaching Assistant - Temporary Appointment - Laurie Lemner

The Board of Education approves the temporary appointment of Laurie Lemner as a Teaching Assistant for the before school position needed to escort, and monitor, Band students arriving on the high school run to the elementary school. This appointment is effective for the 2020 - 2021 school year with compensation per the current BTA contract. If school is held virtually for the 2020 - 2021 school year, this appointment will be null and void.

END OF CONSENT
8 Yes/Motions Carried

11. SUPERINTENDENT'S RECOMMENDATION - BUSINESS/FINANCE

BY CONSENT
1 - Mr. Shufon 2 - Ms. Wertz

Action: 11.1 Special Education Service Contracts

The Board of Education approves the following service contracts for the term indicated.

School	Term	Cost per Pupil
St. Colman's Home, Inc.	2020 Summer Contract	\$5,780
	2020-2021 School Year	\$34,682
Wildwood School	2020 Summer Contract	\$9,348
	2020-2021 School Year	\$56,088
Vanderheyden	2020 - 2021 School Year	\$44,321
	2021 Summer Contract	\$7,387
Four Winds	2020 - 2021 School Year	\$35 per hour
Center for Disability Services (Langan School)	2020 Summer Contract	\$8,095
	2020 - 2021 School Year	\$48,839
CDB Connections	2020 - 2021 School Year	\$67.50 per half hour \$325 per evaluation
Thomas McKee	2020 - 2021 School Year	\$125 per hour
Advanced Therapy	2020 - 2021 School Year	\$90 per hour
Complete OT/PT/SLP	2020 - 2021 School Year	\$65 per hour

Action: 11.2 School Attorney - Contract Approval - Honeywell Law Firm, PLLC

The Board of Education approves the appointment of Honeywell Law Firm, PLLC, with offices at 187 Wolf Road, Suite 202, Albany NY, as legal counsel for the district for the 2020 - 2021 school year per the conditions set forth in the attached contract.

Action: 11.3 WWTP - Contract Agreement - Delaware Engineering, D.P.C.

The Board of Education approves the Professional Services Agreement between Delaware Engineering, D.P.C. and the district for the purchase of Waste Water Treatment Plant (WWTP) operations and maintenance services. The Board also authorizes the Assistant Superintendent for Business to sign the Agreement on behalf of the district.

Action: 11.4 Wynantskill UFSD - Contract for Services

The Board of Education approves the agreement between Wynantskill Union Free School District and the Brunswick Central School District for the 2020 -2021 school year. The board also authorizes the Board President to sign said contract.

Action: 12.5 Bid Award - Refuse Removal

The Board of Education accepts the following bid for the 2020 - 2021 school year.

- County Waste

Action: 11.6 Financial Reports

The Board of Education accepts and approves the following financial reports:

- School Lunch Fund P&L - April and May 2020
- Internal Claims Auditor Report - June 2020

END OF CONSENT
8 Yes/Motions Carried

13. PUBLIC COMMENT - Eric Olson welcomed Mr. White. He also felt that Aimee Bishop and Tim Jacques, as Class of 2020 Advisors, deserved extra kudos due to all of their hard work.

The District Clerk administered the Oath of Office to re-elected board member Darren Galipeau.

14. MOTION TO ADJOURN

1 – Mr. Galipeau 2 – Ms. Wertz

The Board of Education adjourned at 6:42 p.m.

8 Yes Motion Carried

Respectfully submitted,

ANGELINA MALONEY, SUPERINTENDENT *Angelina Maloney*

STEPHANIE STEINHART, DISTRICT CLERK *Stephanie Steinhart*

MARIA LEWIS, BOARD SECRETARY *Maria E. Lewis*