

ORGANIZATION MEETING
COPENHAGEN CENTRAL SCHOOL
July 3, 2012

BOARD MEMBERS PRESENT:
TROY BUCKLEY
KOREEN G. FREEMAN
PRUDENCE L. KUNERT
LYNN A. MURRAY
ROBERT F. STACKEL
ALFRED E. TOMASELLI
KIM VOGT

BOARD MEMBERS ABSENT:

OTHERS PRESENT:
SCOTT N. CONNELL, SUPERINTENDENT
MARCIA A. MUNDY, DISTRICT TREASURER

Temporary Chairperson Scott Connell called this meeting to order at 6:30 p.m. The Pledge of Allegiance was said.

The Oath of Office to newly re-elected Board Member Fred Tomaselli was administered by District Treasurer, Marcia A. Mundy.

At this time, Mr. Connell opened the nominations for Board President. Lynn Murray moved to nominate Robert Stackel for President. Koreen Freeman seconded the nomination. Lynn Murray moved the nominations be closed and the secretary cast one ballot for Robert Stackel

VOTE: Yes – 7; No – 0

Prudence Kunert nominated Lynn Murray for Vice-President. Koreen Freeman seconded the nomination and moved the nominations be closed and the secretary cast one ballot for Lynn Murray.

VOTE: Yes – 7; No – 0

District Treasurer, Marcia Mundy, administered the Oath of Office at this time to President Robert Stackel and Vice-President Lynn Murray.

Prudence Kunert will serve on the Executive Committee of the Jeff-Lewis School Boards Association. Robert Stackel will serve as alternate.

Kim Vogt will serve as Legislative Liaison for the New York State School Boards Association.

On motion of Lynn Murray, seconded by Koreen Freeman, the Board approved the appointment of the following officers:

- a) District Treasurer - Marcia Mundy
- b) Deputy Treasurer – Scott Connell
- c) District Clerk – Mary Jones
- d) Tax Collector – Robin Spaulding
- e) Internal Claims Auditor – Rachel Guyette

VOTE: Yes – 7; No – 0

On motion of Kim Vogt, seconded by Troy Buckley, the Board approved the following appointments:

- a) Secretary to the Board – Mary Jones
- b) School Physician – R. Brian Shambo, M.D.
- c) School Alternate Physicians – Dr. Shirley Tuttle-Malone School Attorney –
- d) School Attorneys - Dennis O’Hara, Esquire of O’Hara, O’Connell & Ciotoli as well as Marc H. Reitz of Ferrara, Fiorenza, Larrison, Barrett & Reitz, PC.
- e) Records Management Officer – Phyllis Gaines
- f) Designated Education Official – Scott Connell
- g) District Internal Auditors – Poulsen & Podvin
- h) District External Auditors – Mr. Thomas Bowie, Bowers & Company, CPAs, PLLC
- i) Title IX/Section 504 Hearing Officer – Scott Connell
- j) Central Treasurer-Extra Class Activity Account – Robin Spaulding – alternates – Catherine Snyder, Director of Student Activities
- k) Election Clerks and Inspectors – Rachel Guyette, Brenda Shelmidine, Linda Prince, Mary Shambo, Robin Spaulding, Marcia Mundy, Mary Jones, Phyllis Gaines, Donna Wheeler, and alternate Patricia Eddy
- l) Coordinator of Federal Funds – Marcia Mundy
- m) District Investment Coordinator – Marcia Mundy
- n) Dignity for all Students Act Coordinator (DFASA) – Scott Connell
- o)) **Committee on Special Education**

Chairperson/LEA Representative.....Dale R. Munn, Jr./Brenda Shelmidine, Co-Chair
 Parent or persons in parental relationship to the student

Additional Parent Representatives: (one mandated parent representative at meeting) Amanda Kloster/Stephanie Olson/Lisa Green Vivian Doolittle/Ellen Eves/Joyce Sullivan
 (The parent of the child can request that the additional parent member not participate.)

School Physician: R. Brian Shambo, M.D.
 Special Education Teachers/Related Service Providers.....Appropriate Grade Level/Subject Area
 School Psychologist.....Dale R. Munn, Jr.
 Regular Education Teachers.....Appropriate Grade Level/Subject Areas
 Student.....When Appropriate

p) **Committee on Special Education Subcommittee**
 Chairperson/LEA Representative.....Dale R. Munn, Jr./ Brenda Shelmidine, Co-Chair
 Parent or persons in parental relationship to the student
 Special Education Teachers/Related Service Providers.....Appropriate Grade Level/Subject Area
 Regular Education Teachers.....Appropriate Grade Level/Subject Areas
 Student.....When Appropriate

q) **Section 504 Committee:**
 (Team members included as appropriate)
 Coordinator..... Dale R. Munn, Jr./Brenda Shelmidine, Co/Chair
 Parent or persons in parental relationship to the student
 Special Education Teachers/Related Service Providers.....Appropriate Grade Level/Subject Area
 Regular Education Teachers.....Appropriate Grade Level/Subject Areas
 Student.....When Appropriate
 Guidance Counselor
 Principal

r) **Committee on Preschool Special Education**
 Chairperson: Brenda Shelmidine
 Parent or persons in parental relationship to the student
 Lewis County Municipality Representative: Laurie Stoffel
 Jefferson County Municipality Representatives: Larry Tingley and/or Ljuba

Cvetkovic – (not mandated member of the committee)
Additional Parent Representatives: Amanda Kloster, Stephanie Olson, Lisa Green, Vivian Doolittle, Ellen Eves, Joyce Sullivan, Parent Representatives (one mandated parent member at the meeting)
(The parent of the child can request that the additional parent member not participate.)
Early Intervention Provider and/or Evaluating Agency and/or Special Education Service Provider/Teacher – Appropriate Representative

Part 200 Regulations: the parent and the school district may agree that the attendance of a member is not necessary or that a member of the committee may be excused in accordance with the following procedures pursuant to sections 4308(2)(f) through (h), 4355(2)(f) through (h), 4402(1)(b)(1)(b-1) through (b-3), 4402(1)(b)(1)(d), and 4410(3)(a)(3) through (5) of the Education Law. A parent is requested to sign off on the excusal of a committee member.

- s) Instructional Material Review Committee:
 - Mrs. JoAnne Spooner Elementary Teacher
 - Ms Holly Evans Secondary Teacher
 - Mrs. Nadine O’Shaughnessy K-12 Principal
 - Mrs. Margaret Nevills Teacher
 - Mrs. Monica Kellogg Member of the Community
- t) Attendance Officers – Eileen Carroll, School Nurse, and Mary Shambo
- u) Co-Census Enumerators – Phyllis Gaines/ Deborah Woodruff
- v) Records Access Officer – Scott Connell
- w) District Audit Committee
 - Seven Board Members
 - Community Member: Laura Tousant
- x) Asbestos (LEA) Designee – John McGraw
- y) Purchasing Agent – Scott Connell
- z) Director of Student Activities - Catherine Snyder
- aa) Chemical Hygiene Officers – Robert Cooper and John McGraw

VOTE: Yes – 7; No – 0

On motion Prudence Kunert, seconded by Koreen Freeman, the Board voted to bond the following personnel handling district funds:

- a) District Clerk/Secretary to Supt. – Mary Jones
- b) District Treasurer – Marcia Mundy
- c) Central Activity Treasurer – Robin Spaulding
- d) Internal Claims Auditor – Rachel Guyette
- e) Deputy Treasurer – Scott N. Connell
- f) Tax Collector – Robin Spaulding

VOTE: Yes – 7; No – 0

Lynn Murray moved, seconded by Alfred Tomaselli, to approve the following designations:

- a) Depository of Funds – 1st Niagara, with Secondary Depositories: Key Bank, Community Bank and J. P. Morgan Chase Manhattan Bank.
- b) Newspaper – *Watertown Daily Times*.
- c) Mileage reimbursement rate @ \$.45 per mile.
- d) Set tuition rate for the 2012 – 2013 school year at zero.
- e) Rate of pay for tutors of homebound students @ \$17.23 per hour.
- f) *Regular Monthly Meetings* *Work Sessions*

July 3, 2012 Reorganizational Meeting

July 30, 2012

August 27, 2012

September 24, 2012

Work Session August 14, 2012

Work Session September 11, 2012

October 29, 2012	Work Session October 16, 2012
November 26, 2012	Work Session November 13, 2012
December 19, 2012 @ 1:30 p.m.	Work Session December 4, 2012
January 28, 2013	Work Session January 15, 2013
February 25, 2013	Work Session February 12, 2013
March 25, 2013	Work Session March 12, 2013
April 29, 2013	Work Session April 16, 2013
Annual Meeting May , 2013/Annual Vote May , 2013 (set by State)	
May 28, 2013	Work Session May 14, 2013
June 24, 2013	Work Session June 11, 2013

VOTE: Yes – 7; No – 0

On motion of Troy Buckley, seconded by Kim Vogt, the Board voted to approve the following authorizations:

- a) to certify Payroll – Scott N. Connell
- b) of attendance at conferences, conventions, workshops, etc. with designated expense – Scott N. Connell; Board of Education to authorize any out of state conference prior to registration.
- c) to establish Petty Cash Fund – Scott N. Connell
- d) Purchasing Agent – Scott N. Connell
- e) To offer school district employee and officer indemnification under Public Officer’s Law §18;
- f) to designate authorized signatures on checks – Marcia Mundy
- g) to use check signing device – Marcia Mundy, Mary Jones
- h) of Superintendent of Schools to approve budget transfers, and the monetary limits of such transfers.

VOTE: Yes – 7; No – 0

On motion of Prudence Kunert, seconded by Troy Buckley, the Board voted to re-approve the Copenhagen Central School Plan for Annual Professional Performance Review.

VOTE: Yes – 7; No – 0

On motion of Koreen Freeman, seconded by Prudence Kunert, the Board voted to approve the following resolution:

BE IT RESOLVED that the Copenhagen Central School District Board of Education agrees to participate in the St. Lawrence/Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the “Cooperative Purchasing Agreement” for the 2012 – 2013 school year.

VOTE: Yes – 7; No – 0

On motion of Prudence Kunert, seconded by Lynn Murray, the Board voted to readopt all Board of Education policies.

VOTE: Yes – 7; No – 0

The following Board Committees were designated:

- Finance and Facilities:
 Robert Stackel
 Lynn Murray
 Prudence Kunert

- Policy:
Koreen G. Freeman
Troy Buckley
Alfred Tomaselli
- Personnel & Negotiations:
Troy Buckley
Robert Stackel
Alfred Tomaselli

Mrs. Vogt will act as a substitute for all committees.

DISCUSSION:

1. The Board agreed as in the recently agreed upon support staff contract, upon retirement of Confidential/Managerial employees, the following options are:

Option A

Upon retirement from the district, the board will pay \$25.00 per day up to 190 days of unused accumulated sick leave. A person who elects this option is only eligible for 50%/35%* health insurance premium for a two (2) person plan, or 50% for an individual plan.

Option B

Upon retirement, the individual will receive one (1) year paid up health insurance at the rate as determined by years of service (see chart below) for each twenty-five (25) days of accumulated sick leave for a maximum of seven (7) years or until the retired employee reaches age sixty-five, whichever comes first. All retired personnel would pay a rate of 50%/35%*rate at the rate of the eighth year or at age 65.

2 Person	Individual
65 %/ 50 %* At least 10 years of district service	65 %
70 %/ 60 %* At least 15 years of district service	70 %
80 %/ 70 %* At least 20 years of district service	80 %
85 %/ 80%* At least 30 years of district service	85 %

2. Continuing CTA negotiations will take place on July 11th.
3. The contractors meeting will take place on Friday, July 13th.
4. The Board agreed to allow the District to do an RFP repair of the roof between the gym and the kitchen, repair of the brick wall as well as additional cameras in the elementary.
5. The engineers will do a training session for John McGraw, Dale Clarke and Ron Training with regard to repair of the heat pumps.
6. Mr. Connell advised he has signed a Shelter Agreement with the American Red Cross of Northern New York.
7. 52 students are enrolled in the Summer School Program.

At 6:45 p.m. and on motion of Prudence Kunert, seconded by Alfred Tomaselli, the Board voted to go into Executive Session for the purpose of discussing a custodial department situation.

VOTE: Yes – 7; No – 0

At 7:05 p.m. and on motion of Kim Vogt, seconded by Troy Buckley, the Board voted to come out of Executive Session.

VOTE: Yes – 7; No – 0

At 7:05 p.m. and on motion of Prudence Kunert, seconded by Troy Buckley, the Board voted to adjourn.

Mary H. Jones

District Clerk