

A G E N D A
COPENHAGEN CENTRAL SCHOOL
BOARD OF EDUCATION REORGANIZATIONAL MEETING
CAREER AND COUNSELING CENTER

1. Election
 - a) Temporary Chairman – Mary-Margaret Zehr
 - b) Pledge of Allegiance
 - c) Oath to new members – Mrs. Prudence Kunert
 - d) Nomination for Office of President (President takes over meeting)
 - e) Nomination for Office of Vice President
 - f) Oath to new officers
 - g) Election of member and alternate member to serve on Executive Committee of Jeff-Lewis School boards Association.
 - h) Election of member to serve as Legislative Liaison for New York State School Boards Association.

2. Appointment of District Officers
 - a) District Treasurer - Marcia Mundy
 - b) Deputy Treasurer – Mary-Margaret Zehr
 - c) District Clerk – Mary Jones
 - d) Tax Collector – Robin Spaulding
 - e) Internal Claims Auditor – Rachel Guyette

3. Appointment of other positions:
 - 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 Attorney - Dennis O’Hara, Esquire of O’Hara, O’Connell & Ciotoli
 - e) Records Management Officer – Margaret Nevills
 - f) Designated Education Official – Mary-Margaret Zehr
 - g) District Internal Auditors – Poulsen & Podvin
 - h) District External Auditors – Sovie & Bowie
 - i) Title IX/Section 504 Hearing Officer – Mary-Margaret Zehr
 - 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, Robert Berry and Morris Lucia
 - l) Coordinator of Federal Funds – Marcia Mundy
 - m) District Investment Coordinator – Marcia Mundy
 - n) Committee on Special Education and 504 Committee

Parent or persons in parental relationship to the student
Chairperson - _____

 - R. Brian Shambo, M.D. School Physician
 - Andrew Hodge, Nicole Nortz, Miranda Bush or Lisa Mattis, Special Education Teachers
 - Stephanie Olson/Lisa Green and/or Vivian Doolittle and/or Ellen Eves and/or Joyce Sullivan, Parent Representatives
 - Amie Pelton, School Psychologist
 - _____, Regular Education Teachers

- _____, Special Education Teachers and/or Special Education Service Provider(s)
- o) Committee on Special Education Subcommittee
- Parent or persons in parental relationship to the student
 - Chairperson - _____
 - _____, Special Education Teachers and/or Special Education Service Provider(s)
 - Amie Pelton, School Psychologist
 - _____, Regular Education Teachers
- p) Committee on Pre-School Special Education
- Parents of the pre-school child
 - Brenda Shelmidine, Chairperson
 - Laurie Stoffel, Lewis County Municipality Representative
 - Larry Tingley and/or Ljuba Cvetkovic, Jefferson County Municipality Representatives
 - Stephanie Olson/ Lisa Green and/or Vivian Doolittle and/or Ellen Eves and/or Joyce Sullivan, Parent Representatives
 - Amie Pelton, School Psychologist
 - _____ Special Education Teacher of the Child and/or Special Education Provider of the Child.

q) Instructional Material Review Committee:

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|-----------------------------|-------------------------|
| ▪ 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 |

r) Attendance Officers – Eileen Carroll, School Nurse, and Mary Shambo

s) Co-Census Enumerators – Phyllis Gaines/ Deborah Woodruff

t) Records Access Officer – Mary-Margaret Zehr

u) District Audit Committee

- Seven Board Members
- Community Member: Laura Tousant

v) Asbestos (LEA) Designee – John McGraw

w) Purchasing Agent – Mary-Margaret Zehr

x) Director of Student Activities - Catherine Snyder

4. Bonding of Personnel – The Board may 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 – Mary-Margaret Zehr
- f) Tax Collector – Robin Spaulding

5. Designation – The Board shall designate/approve:
- a) Depository of Funds – HSBC, 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 2010 – 2011 school year at zero.
 - e) Rate of pay for tutors of homebound students @ \$17.23 per hour.
 - f) Regular monthly meetings and Work Sessions:

<u>Regular Monthly Meetings</u>	<u>Work Sessions</u>
July 6, 2010 Reorganizational Meeting	
July 26, 2010	
August 23, 2010	Work Session August 10, 2010
September 20, 2010	Work Session September 7, 2010
October 25, 2010	Work Session October 12, 2010
November 29, 2010	Work Session November 9, 2010
December 15, 2010 @ 12:30 p.m.	
January 24, 2011	Work Session January 11, 2011
February 28, 2011	Work Session February 8, 2011
March 21, 2011	Work Session March 8, 2011
April 26, 2011	Work Session April 12, 2011
Annual Meeting May 3, 2011/Annual Vote	May 17, 2011
May 23, 2011	Work Session May 11, 2010
June 20, 2011	Work Session June 7, 2011
6. Authorizations.
- a) to certify Payroll – Mary-Margaret Zehr
 - b) of attendance at conferences, conventions, workshops, etc. with designated expense – Mary-Margaret Zehr; Board of Education to authorize any out of state conference prior to registration.
 - c) to establish Petty Cash Fund – Mary-Margaret Zehr
 - d) Purchasing Agent – Mary-Margaret Zehr
 - 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.
7. Reapprove the Copenhagen Central School Plan for Annual Professional Performance Review.
8. Policy readoption.
9. Organize Board of Education 2010 – 2011 Committees:
- a) Finance & Facilities
 - b) Policy
 - c) Personnel & Negotiations

10. New Business – Superintendent recommends approval of:
Appointment of the following 2010 – 2011 fall coaching staff, as follows:
 - a) Varsity Tennis – Krisha Greene
 - b) Modified Girls Soccer – Cathy Snyder
 - c) JV Girls Soccer – Natalie Gaines
 - d) Varsity Girls Soccer – Nancy Henry
 - e) Modified Boys Soccer – Gerald Snyder
 - f) JV Boys Soccer – Troy Buckley
 - g) Varsity Boys Soccer – Scott Randall

11. Appointment of temporary summer cleaning staff @ \$7.75 per hour:
 - a) Cheryl Groff
 - b) Nancy Overton

12. Adjustment made to the managerial/confidential salaries for 2010 – 2011 salaries, as noted.

13. Appointment of Dale R. Munn, Jr. to a full-time (12 months), Director of Student Services and Special Programs position effective July 12, 2010 at annual salary of \$68,500.00 (prorated for 2010-2011).

14. Appointment of Dale R. Munn, Jr. to Chairperson of the Committee on Special Education and the 504 Committee effective on July 12, 2010.

15. Resolution to accept the termination agreement between the Board of Education and the Superintendent of Schools dated July 1, 2010 in form presented to Board; said President of the Board in hereby authorized to sign said document on behalf of the Board of Education.

16. Accept letter of resignation from Superintendent Mary-Margaret Zehr, effective July 31, 2010.

17. Discussion:
 - Appointment of Board of Education member

14. Adjournment.