

CATSKILL CENTRAL SCHOOL DISTRICT
Catskill, New York 12414

BOARD OF EDUCATION AGENDA
Annual Organizational/Regular Meeting

Wednesday, July 5, 2017

6:00 P.M.

CHS Library

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BOARD MEMBERS PRESENT: M. Dedrick, T. Darling, D. Johnson, S. Kubicek, K. Lyles,
J. Nearey, J. Shah

BOARD MEMBERS ABSENT:

OTHERS IN ATTENDANCE: R. Cook, J.Enck

(A) OPENING OF MEETING; DESIGNATION OF EMERGENCY EXITS; PLEDGE; ROLL CALL

1. The meeting is called to order at _____ by Board Clerk, _____ and the Pledge of Allegiance recited.

I. ADMINISTRATION OF OATH

BOARD CLERK TO ADMINISTER THE OATH OF OFFICE TO THE RECENTLY ELECTED
BOARD MEMBERS: Christine Kirch, Andrew Varone

II. BOARD CLERK TO CONDUCT THE ELECTION OF OFFICERS

1. President

Motion by _____ to nominate _____ for Board President

Vote for President by roll call or secret ballot.

Results: T. Darling, M. Dedrick, D. Johnson, C. Kirch, S. Kubicek, K. Lyles, J. Nearey, J. Shah, A. Varone
Aye___ Nay___ Abstain___ Absent___

2. Vice President

Motion by _____ to nominate _____ for Board Vice President

Vote for Vice President by roll call or secret ballot.

Results: T. Darling, M. Dedrick, D. Johnson, C. Kirch, S. Kubicek, K. Lyles, J. Nearey, J. Shah, A. Varone
Aye___ Nay___ Abstain___ Absent___

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ADMINISTRATION OF OATH

3. Oath of Office to President and Vice President

The Superintendent and the Board of Education President recommend the following annual appointments for consent agenda, according to Board Policy: (III-VII)

Motion by _____, second by _____ to approve the following annual appointments as listed below.

Results: T. Darling, M. Dedrick, D. Johnson, C. Kirch, S. Kubicek, K. Lyles, J. Nearey, J. Shah, A. Varone
Aye___ Nay___ Abstain___ Absent___

III. 2017-2018 ANNUAL APPOINTMENTS - Resolutions

1. Resolved: From July 1, 2017 through June 30, 2018, the Board of Education authorizes the use of the impartial hearing officers list, on a rotating basis, approved by SED and in accordance with SED Regulations.
2. Resolved: That the following annual appointments be approved effective July 1, 2017, through June 30, 2018:
 - a. District Treasurer – Amanda McCabe
 - b. Claims Auditor – ONC BOCES Shared Business Office
 - c. School District Tax Collector – Nyrelle Colon at a stipend of \$5,000/yr.
 - d. Board Clerk – Judy Enck at a stipend of \$8,000/yr.
 - e. Purchasing Agent – Account Clerk Typist assigned to the Business Office
 - f. Dignity for All Students Coordinators- Jennifer Osswald, Ela Kessel, Kim Bushane, Heather Zacchio, Sue Sorkin

IV. OTHER APPOINTMENTS - Resolutions

- a. School Physician –Columbia Memorial Hospital: Dr. Ronald Pope, Dr. Christine Lee
- b. School Attorneys – Hogan, Sarzynski, Lynch, DeWind, & Gregory, LLP., Hiscock & Barklay, P.C. for Bond Counsel, and Girvin & Ferlazzo, for Construction
- c. District External Independent Auditor – Sickler, Torchia, Allen, & Churchill, CPA's, PC
- d. Internal Auditor – Marvin and Co.
- e. Records Access Officer/Records Management Officer – Judy Enck
- f. Asbestos Designee – TBD
- g. Title VII/IX Officer –Lisa Schlenker, Rochelle Sarikey
- h. Title VI Officer – Primary – Ronel Cook
- i. Title I Officer- Lisa Schlenker, Rochelle Sarikey
- j. EEO Officer – Ronel Cook
- k. Section 504 Coordinator- Rochelle Sarikey
- l. Medicaid Compliance Officer – Rochelle Sarikey
- m. District Fiscal Advisor – Fiscal Advisors
- n. Compliance Officer for Americans with Disabilities Act (employment/public/facilities accommodations requirements) – Rochelle Sarikey
- o. Student Residency Determination Designee – Central Registrar
- p. McKinney-Vento Liaison – Central Registrar
- q. Emergency Management/Safety Coordinator – TBD

CHS Library

- r. Chemical Hygiene Officer (OSHA)/School Pesticide Representative – TBD
- s. Inventory Control for Property, Equipment & Furniture – TBD
- t. Extra-Classroom Activities Account Treasurer – Account Clerk Typist/CHS
- u. Extra-Classroom Activities Account Comptroller – High School Principal
- v. Claims Auditor- ONC Shared Business Office
- w. Continuation of Professional Practices Committees
- x. Home –School Liaison –Central Registrar
- aa. Board Sub-Committees:
 - Buildings & Grounds Committee
 - Finance/Audit Committee
 - Health & Safety Committee
 - Policy Committee
 - Clarke Scholarship Committee
- bb. CSE/CPSE Committee:
 - Chairperson - Rochelle Sarikey
 - School Psychologists/ Vanessa Adair
 - Alternate Chairpersons- Cynthia Nash
 - Bettina Young
 - Christie Berard
 - School Physician - Dr. Ronald Pope, Dr. Christine Lee
 - Parent Members - Renee Farrell, Alberta Rippey,
 - Christine Murrell, Rebekka Davies,
 - Amy Konsul, Diane Wamsley
 - Alison Davis, Heather Frascello

Surrogate Parents (if needed on a CSE or CPSE meeting):

 - Christine Murell
 - Rebekka Davies
 - Amy Konsul

The child's Special Education and Regular Education teacher as defined by Federal regulations.

V. DESIGNATIONS – Resolution

- 1. Resolved: That the Board of Education approves the following designations effective July 1, 2017:
 - a. Official Bank Depositories and Banks Authorized for Accounts:

First Niagara	JPMorgan Chase Bank – Albany
Trustco Bank	The Bank of Greene County
 - b. Banks Authorized for Investments:

First Niagara	JP Morgan Chase
Trustco	The Bank of Greene County
Bank of America	HSBC
Bank of New York	Columbia Greene Federal Credit Union
 - c. Official Newspapers: The Daily Mail and Daily Freeman

- d. Certification of Payrolls: Amanda McCabe, District Treasurer
- e. Bonding of Employees:
Employee Theft: \$1,000,000 for Treasurer, School Tax Collector, and; \$700,000 for the Board Clerk, and \$200,000 for the Claims Auditor, the Treasurer of the Extra-classroom Activities Account and District Courier.
- f. Petty Cash Funds:
RESOLVED, that the Board of Education hereby authorizes the establishments of petty cash funds in the amounts listed and appoint the designated positions as custodians of the funds:
- | | | |
|-----------------|-----------|-------|
| High School | Principal | \$100 |
| Middle School | Principal | \$100 |
| Elementary | Principal | \$100 |
| Business Office | Treasurer | \$100 |
- g. Authorized Signatures:
1. General Fund, Trust & Agency Fund, Capital Fund, School Lunch Fund, and Special Aid Fund, Debt Service Fund checks, and Private Purpose Trust Fund checks:
The following signature required: District Treasurer.
 2. Borrowing in Anticipation of Revenues or Taxes through the use of Revenue Anticipation Notes and/or Tax Anticipation Notes as pursuant to Sections 24.00 and 25.00 of the Local Finance Law.
Two of the following signatures required: President, Vice President, and the Board Clerk
 3. Extra-Classroom Activities Account checks:
One of the following signatures is required: High School Principal and Account Clerk
- h. Radio/TV Stations/Internet for Emergency Closing/Delayed Openings/Early Dismissals:
- | | | | | | |
|------|---|--------|---------|---|------------|
| WCTW | - | 98.5 | WYJB | - | 95.5 |
| WGY | - | 810 | WNYT TV | - | Channel 13 |
| WFLY | - | Fly 92 | WRGB | - | Channel 6 |
| WPDH | - | 101.5 | WTEN | - | Channel 10 |
| | | | WXXA | - | Channel 23 |
- www.catskillcsd.org
- i. Regular Monthly Meetings: Second Wednesday of each month, special meetings as required.

VI AUTHORIZATIONS

- a. Authorize Superintendent of Schools to approve attendance of District employees at meetings, conferences, conventions, and workshops at District expense and to approve related expenses.
- b. Reimbursement rate for authorized travel on school business pursuant to the IRS Code.
- c. Authorize Treasurer to transfer funds among banks and bank accounts as required.
- d. Authorize Superintendent of Schools to approve appropriation transfers among budget account codes.
- e. Authorize the Superintendent to prepare and sign any documents involving resolutions to participate in cooperative bids with BOCES, school districts, and other agencies.
- f. Authorize Superintendent of Schools or his/her designee to apply for Federal, State, private, or other Grants.
- g. Authorize members of the Board of Education with Board approval to attend conferences and conventions with expenses approvable by District guidelines to be reimbursed by the District.
- h. Authorize Superintendent of Schools to hire short-term (day to day) substitute teachers and present to the Board of Education periodically the names of those substitute teachers whose day to day employment has been approved.
- i. Authorize the solicitation of class ring vendors and photographic services for student school pictures.
- j. Authorize the Superintendent to accept donations up to \$5,000.
- k. Authorize the District Treasurer to be the Superintendent's designee for FS-25 (request for quarterly payment); FS-10A (requests for amendments and carry forward).
- l. Authorize the District Treasurer, upon written request, to hear appeals of determinations regarding such services in compliance with federal regulations governing the National School Lunch Program.

VII. OTHER ITEMS

1. Annual Items – Resolution

Resolved: That the following 2017-2018 annual items be approved:

- a. Resolution to Appoint Catskill Public Library Board of Trustees
RESOLVED, that the Catskill Central School District Board of Education appoint the following individuals, for the terms indicated, as members of the Catskill Public Library Board of Trustees:

<u>Trustee</u>	<u>Term</u>
Gil Bagnell, President	7/1/17 to 6/30/20
Michael Maloney, Vice President	7/1/16 to 6/30/19
Susan Schamerhorn, Treasurer	7/1/15 to 6/30/18
Helene Tieger, Secretary	7/1/16 to 6/30/18
Open Seat	
Open Seat	

- b. Resolution to Approve Clarke Scholarship Appointments
RESOLVED, that the Catskill Central School District Board of Education hereby approves the following Clarke Scholarship appointments for the 2017-18 school year:
Marielena Hauser, High School Administrator
Joannie DiPerna, Secretary
Joel Phelps, Confidential/Financial Secretary

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c.	<u>Substitute Rates</u>	
	Teaching Assistants	\$12.00 per hour
	Teacher Aides	\$11.00 per hour
	Monitors/Cafeteria	\$10.00 per hour
	Operations and Maintenance	\$12.00 per hour
	Clerical	\$10.00 per hour
	Computer Technicians	\$20.00 per hour
	Nurses	\$16.00 per hour
	Non-certified Teachers	\$75.00 per day
	Certified Teachers	\$98.00 per day
	Certified Administrators	\$200.00 per day

2. Health Services Contracts – Resolution

Resolved: That the President of the Board of Education, Board Clerk, and/or the Superintendent of Schools are authorized to sign contracts with districts for the provision of 2017-2018 Health and Welfare services to pupils attending non-public schools located in other districts.

_____END OF ORGANIZATIONAL MEETING_____

REGULAR MEETING – July 5, 2017

(B) ANTICIPATED EXECUTIVE SESSION (Subject to Board approval)

For the matters leading to the employment of a particular individual(s), Employment of particular individual(s), and review of programs and placements of students with disabilities. Collective bargaining under the Taylor Law CAA, CTA, CSEA.

Motion by _____, second by _____ to go in to Executive Session at _____.

Results: T. Darling, M. Dedrick, D. Johnson, C. Kirch, S. Kubicek, K. Lyles, J. Nearey, J. Shah, A. Varone
Aye___ Nay___ Abstain___ Absent___

(C) RETURN TO PUBLIC SESSION

Motion by _____, second by _____ to return to Public Session at _____.

Results: T. Darling, M. Dedrick, D. Johnson, C. Kirch, S. Kubicek, K. Lyles, J. Nearey, J. Shah, A. Varone
Aye___ Nay___ Abstain___ Absent___

(D) VISITOR RECOGNITION ON AGENDA ITEMS (Maximum Fifteen Minute Period)

(E) SUPERINTENDENT’S REPORT

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(F) PERSONNEL –INSTRUCTIONAL/ NON INSTRUCTIONAL

The Superintendent and the Board of Education President recommend the following items for consent agenda, according to Board Policy: F.1-F.4

F.1 Approval of the Time reporting Requirements for Appointed Officials

BE IT RESOLVED, that the Board of Education of the Catskill Central School District hereby establishes the following as standard work days for appointed officials and its employees and will report the following days worked to the New York State and Local Employees' Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials to the clerk of this body:

<u>Title</u>	<u>Standard Work Day</u>	<u>Term</u>
District Treasurer	8	7/01/17-6/30/18
Administrative Assistant	8	N/A
Clerk Typist	8	N/A
Principal Account Clerk	8	N/A
Senior Account Clerk	8	N/A
Account Clerk Typist	8	N/A
Senior Clerk Typist	8	N/A
Custodian (including Day and Night Supervisors)	8	N/A
Head Groundskeeper	8	N/A
Laborer, Cleaner, Courier	8	N/A
Teacher Aide	7	N/A
Cook	7	N/A
School Monitor, Food Service Helper, Clerk-Cashier	7	N/A
Teaching Assistant	7	N/A
IT-1, Network Administrator	8	N/A
IT-2, Computer Technician	8	N/A
MW-1- School Bldg Maintenance Work Supervisor	8	N/A
Registered Nurse (RN2,3,4)	7.5	N/A

F.2 Appointment of Jose Rivera, Cleaner, CHS

Upon the recommendation of the Superintendent, the Board hereby approves the one year probationary appointment (probation period beginning July 1, 2017 and ending June 30, 2018) of **Jose Rivera** , to the position of Cleaner, 8 hrs per day, effective July 1, 2017.

F.3 Appointment of Ethan Smith, Cleaner, CHS

Upon the recommendation of the Superintendent, the Board hereby approves the one year probationary appointment (probation period beginning July 1, 2017 and ending June 30, 2018) of **Ethan Smith** , to the position of Cleaner, 8 hrs per day, effective July 1, 2017.

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F.4. Amendment of Appointment of Assistant Principal, CMS (6/21/17 BOE Meeting, Item F.5.a.)
BE IT RESOLVED, upon the recommendation of the Superintendent, the Board of Education approves the appointment of **Jacqueline Munroe** as Assistant Principal, assigned to the Middle School (certification: School Building Leader, Initial, exp.8/31/19), in the Assistant Principal tenure area, for a four-year probationary term, effective July 15, 2017 and terminating July 14, 2021, at an annual salary of \$77,000 (including July 1, 2017 CAA raise), assigned to CMS (original appointment date: July 1, 2017).

END OF CONSENT AGENDA

Motion by _____, second by _____ to approve the recommendation as stated above.
Results: T. Darling, M. Dedrick, D. Johnson, C. Kirch, S. Kubicek, K. Lyles, J. Nearey, J. Shah, A. Varone
Aye___ Nay___ Abstain___ Absent___

(G) BOARD ACTION/DISCUSSION ITEMS

The Superintendent and the Board of Education President recommend the following items for consent agenda, according to Board Policy: G.1-G.11

G.1 APPROVAL OF MINUTES

The Board of Education hereby approves the June 21, 2017 Board of Education meeting minutes.

G.2 Acceptance of the Claims Audit Reports

BE IT RESOLVED, the Board of Education hereby accepts the 6/16/17 (2), and 6/22/17 Claims Audit Reports, as submitted by the Claims Auditor.

G.3 Approval of Contract for Health and Welfare Services

BE IT RESOLVED, the Board of Education hereby authorizes a Health and Welfare Services contract between Catskill Central School District and City School District of Albany for 2 Catskill students enrolled Parochial or Private Schools in Albany for the 2016-17 school year in the amount of \$764.13 per pupil.

G.4 Approval of Transportation Contract

BE IT RESOLVED, the Board of Education hereby authorizes a transportation contract between Catskill Central School District and Michael S. Johnston for student transportation to The School at Northeast beginning 7/10/17 and ending 8/18/17 at the rate of \$245. per day.

G.5 Approval of Transportation Contract

BE IT RESOLVED, the Board of Education hereby authorizes a transportation contract between Catskill Central School District and Michael S. Johnston for student transportation to Catskill Middle School beginning 5/23/17 and ending 6/22/17 at the rate of \$290. per day.

G.6 Approval of Transportation Contract

BE IT RESOLVED, the Board of Education hereby authorizes a transportation contract between Catskill Central School District and First Student for student transportation to Catskill Elementary School beginning 5/25/17 and ending 6/24/17 at the rate of \$50. per day.

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G.7 Approval of Transportation Contract

BE IT RESOLVED, the Board of Education hereby authorizes a transportation contract between Catskill Central School District and Coxsackie Transport for student transportation to Anderson/Astor Schools beginning 7/3/17 and ending 8/18/17 at the rate of \$320. per day.

G.8 Declaration of Obsolete/Surplus Books and Equipment

WHEREAS, the District owns books and equipment, which are no longer useful or necessary for school District purposes, and are of no value to the School District, as indicated on the 6/28/17 Technology Lists (3), 6/15/17 CES Library list and 6/23/17 HS Library list (lists attached) and made a part of this resolution, **THEREFORE, BE IT RESOLVED**, that the Board of Education hereby declares such books and equipment to be Surplus/obsolete property and of no value to the School District and authorizes the disposal of such obsolete books and equipment.

G.9 Approval of Teacher of the Visually Impaired Contract

BE IT RESOLVED, that the Board of Education hereby authorizes a contract between Catskill Central School District and Mary Alice McCraith for Teacher of the Visually Impaired services for a Catskill Special Education student in an Out of District placement for the 2017-18 school year at the rate of \$125 per 60 minute session (number of sessions to be provided as per IEP).

G.10 Approval of Lease Agreement

BE IT RESOLVED, that the Board of Education hereby authorizes a lease agreement between Catskill Central School District (landlord) and Board of Cooperative Educational Services, Rensselaer, Columbia and Greene Counties (tenant) for the use of Catskill High School Classroom # 162, 163, 164, and 165 beginning July 1, 2017 and ending August 31, 2017 at the rate of \$2800 per month.

G.11 Approval of Clarke Scholarship Recipients

BE IT RESOLVED, the Board of Education hereby approves the following recommendations of the Clarke Scholarship executive committee: Awarding of Clarke Scholarships for the Class of 2017:
Full Clarke Awards: 1001452, 1001474, 1001444, 1001435, 1001482, 1001494
Partial Awards: 1001451
Alternates: 1001487, 1001498, 1001456, 1001507, 1001431, 1001463

_____END OF CONSENT AGENDA_____

Motion by _____, second by _____ to approve the recommendations as stated above.

Results: T. Darling, M. Dedrick, D. Johnson, C. Kirch, S. Kubicek, K. Lyles, J. Nearey, J. Shah, A. Varone

Aye___ Nay___ Abstain___ Absent___

(H) BOARD REPORT

(I) COMMITTEE REPORTS AND OTHER MATTERS

- **2017-18 Board Committee Members to Be named**

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(J) FUTURE BOARD MEETINGS

**CATSKILL CENTRAL SCHOOL DISTRICT
SCHOOL BOARD MEETINGS 2017-2018**

1. July 5, 2017 – CHS Library – 6:00 PM - Annual Reorganizational/Regular Business
2. July 19, 2017 – CHS Library – 7:00 PM – **Regular Business**
3. August 23, 2017- CHS Library – 7:00 PM – **Regular Business**
4. September 20, 2017 – New Employee Reception 6:30 PM – CHS Library – 7:00 PM – **Regular Business**
5. October 18, 2017 — CHS Library – 7:00 PM – **Regular Business**
6. November 15, 2017 — CHS Library – 7:00 PM – **Regular Business**
7. December 13, 2017 – CHS Library – 7:00 PM – **Regular Business**
8. January 17, 2018 – CHS Library – 7:00 PM – **Regular Business**
9. February 7, 2018 — CHS Library – 7:00 PM – Budget Workshop
10. February 14, 2018— CHS Library – 7:00 PM – **Regular Business**
11. March 7, 2018 — CHS Library – 7:00 PM – Budget Workshop
12. March 21, 2018 – CHS Library – 7:00 PM – **Regular Business**
13. April 24, 2018 – Tuesday - **Regular Business** - Vote on BOCES Annual Budget & BOCES Board Members – CHS Library– 7:00 PM
14. May 2, 2018 – Public Hearing on Budget 6:00 PM
15. May 15, 2018 – Tuesday - Board Member & Budget/Propositions VOTE 1:00 PM – 9:00 P.M. – CHS Gymnasium
16. May 16, 2018 –CHS Library – 7:00 PM – **Regular Business**
17. June 20, 2018 — CHS Library – 7:00 PM – **Regular Business**

(K) VISITOR RECOGNITION ON SCHOOL RELATED NON-AGENDA ITEMS

(L) APPOINTMENT OF CLERK PRO TEM

Motion by _____, second by _____ to go in to Executive Session at _____.

Results: W. Fiske, T. Darling, A. Jones, C. Kirch, S. Kubicek, K. Lyles, R. Osswald, J. Nearey, J. Shah
Aye___ Nay___ Abstain___ Absent___

(M) POSSIBLE EXECUTIVE SESSION (subject to Board approval)

Motion by _____, second by _____ to go in to Executive Session at _____.

Results: W. Fiske, T. Darling, A. Jones, C. Kirch, S. Kubicek, K. Lyles, R. Osswald, J. Nearey, J. Shah
Aye___ Nay___ Abstain___ Absent___

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(N) RETURN TO PUBLIC SESSION

Motion by _____, second by _____ to return to Public Session at _____.

Results: W. Fiske, T. Darling, A. Jones, C. Kirch, S. Kubicek, K. Lyles, R. Osswald, J. Nearey, J. Shah

Aye___ Nay___ Abstain___ Absent___

(O) ADJOURNMENT

Motion by _____, second by _____ to adjourn at _____.

Results: W. Fiske, T. Darling, A. Jones, C. Kirch, S. Kubicek, K. Lyles, R. Osswald, J. Nearey, J. Shah

Aye___ Nay___ Abstain___ Absent___