

**Beekmantown Central School District**

Board of Education Meeting

Place: **MS/HS Library**

**Tuesday, June 6, 2006**

Time: **6:00 p.m.**

**Agenda**

**1. Call to Order at: 6:01 pm by: Kathleen Grinberg-Funes**

**A. Pledge of Allegiance Frank Hay**

**B. Roll Call**

- |   |   |   |
|---|---|---|
| <input checked="" type="checkbox"/> Karen Armstrong | <input checked="" type="checkbox"/> Kathleen Grinberg-Funes | <input checked="" type="checkbox"/> Richard LaVigne |
| <input checked="" type="checkbox"/> Jane Donahue    | <input checked="" type="checkbox"/> Frank Hay               | <input checked="" type="checkbox"/> George Palmer   |
| <input checked="" type="checkbox"/> Marilyn Dwyer   | <input checked="" type="checkbox"/> Stan Kourofsky          | <input checked="" type="checkbox"/> Steve Trombley  |

Karen Armstrong arrived at 6:04 pm

George Palmer arrived at 6:13 pm

Marilyn Dwyer arrived at 6:25 pm and left at 8:10 pm

Jane Donahue arrived at 6:35 pm

Also Present:	Mark Sposato	Ron Clamser	Jennifer Hicks	Ron Clamser
	Jeanine Kerr arrived at 6:18 pm			

Visitors:	Leonard King	Susan King	Dick Reyell	Nancy
Hobbs	Virginia Mary	Shirley Darrah	James Chauvin	Robert King
	Gail Giroux	Daniel Drowne	John Trombley	Doreen Provost
	Jeff Provost	Bonnie Criss	Marlene Rollier	Ronald Howard
	Red Burnell	Pat Gallagher	James Racine	

**2. Financial**

- A. Review of April Financials**
- Treasurer’s Revenue Report
  - Cafeteria Revenue
  - Treasurer’s Monthly Report
  - Appropriation Status Report
  - Trial Balance Report
  - Summary Warrant Report

**B. Discussion of Audit Committee format and membership as required by the State of New York**

Handout: Overview of School District Audit Functions (Hot Pink) Item #4, included in the back up file to this meeting. The Charter still needs to be written as indicated by Superintendent Sposato. Ron Clamser addressed that the charter should be a Mission Statement. The Audit Committee should be board members and community membership. Superintendent Sposato indicated that the intent of the committee is to report back to the board about the financials. Karen Armstrong asked if the board was serving as the Audit Committee prior to this mandate and Kathleen Grinberg-Funes answered yes. Kathleen Grinberg-Funes asked who on the board is eligible to sit on the Audit committee. It was determined that Karen Armstrong, Stan Kourofsky, Steve Trombley, George Palmer and Kathleen Grinberg-Funes are eligible. Kathleen Grinberg-Funes asked the board how they feel about holding the

audit committee monthly. George Palmer asked that the BOE submit a list of who they think would qualify for the Audit Committee. Kathleen Grinberg-Funes asked Ron Clamser if the sample charter be presented at one of the June BOE meetings. Karen Armstrong volunteered to serve on the committee along with Kathleen Grinberg-Funes and George Palmer.

Kathleen Grinberg-Funes suggested that Richard Lavigne meet with the internal claims auditor to understand her responsibility. Kathleen Grinberg-Funes asked if there needed to be a Chairperson of the audit committee to make recommendations, take minutes, etc.

### 3. Policy

Resolved, that the Board of Education does hereby accept the following policies as indicated:

<u>Name</u>	<u>Policy #</u>
Wellness Policy	(draft first reading)
Extra-curricular Activity Funds	(draft first reading)
Extra-curricular Activity (Exhibit)	(draft first reading)
Extra-curricular Activity Administrative Regulations	(draft first reading)
Audit Committee	(draft first reading)
Internal Audit Function	(draft first reading)

**The format of the Audit Committee policy was reviewed.** Many questions were asked about the possibility of BOE members related to employees being allowed to serve on the Audit Committee. The policy will be sent to School Boards to verify the language is acceptable. BOE accepted the first reading as a draft.

Motion: FH      Seconded: RL      Yes: ALL      No:      Abstain: (Accept Reject Table)

**Internal Audit Function:** Superintendent Sposato asked where the sample came from, and Ron Clamser said it was a sample from other districts. Superintendent Sposato asked that we check with School Boards Association to check on the appropriateness of the language. Jane Donahue said that the Clinton County School Boards are looking into seeing if school districts can share these positions, and have the fee covered through a COSER. *This is being approved as a first draft reading.*

Motion: FH      Seconded: MD      Yes: ALL      No:      Abstain: (Accept Reject Table)

**Wellness Policy:** Marilyn Dwyer stated that this is not being presented as a policy, but rather that it is being presented as to whether items are philosophically acceptable to the BOE members. Kathleen Grinberg-Funes asked that the policy be forwarded in regular policy format along with the appendixes. Marilyn Dwyer stated that the draft presented tonight should be the backup or “guts” to the policy, to be used as a reference to write the actual policy. Jeannine Kerr stated that the policy presented represents the information required by law. Richard LaVigne asked why the rationale for the policy is being included in the policy. Marilyn Dwyer wanted to know if any BOE members have any issues with the content. A discussion took place about nutrition education. Marilyn Dwyer addressed the topic of beverages that meet local standards. Jane Donahue asked that the policy include we use locally grown products when possible. A discussion was held about vending machines and the content of them. Richard LaVigne stated that he would not support any policy that would not allow students to bring unhealthy things to school, he stated that we should be teaching moderation, not restricting them from bringing it at altogether. Issue was brought up as to the wording being “will” or “should” in the policy, and if we say “will” can it actually be implemented. Kathleen Grinberg-Funes stated that the actual policy is what is written and the remaining portion will be the appendixes. It was stated that when the policy is rewritten, it will be presented to the BOE for approval. Superintendent Sposato asked that the remaining items that may be implemented, be presented for a cost analysis. *It was decided that this policy is not being presented as a first draft, and will not be approved as such.*

**Extra Curricular Activity Funds, exhibits and administrative regulations:** Frank Hay stated that he felt it was very thorough. George Palmer asked about the operation of school store, Administrative Regulations, last page, section 7. Superintendent Sposato clarified that the store will operate as an extra curricular activity. Kathleen Grinberg-Funes asked about the student treasurer, and Superintendent Sposato stated that the class advisor would have to teach and implement the processes with the student treasurer. Kathleen Grinberg-Funes asked if a student was suspended for theft, would they be entitled to serve as student treasurer. There is nothing indicating that this can’t happen. It would be up to the advisor to address these issues. Stan Kourofsky asked if the administrative regulations mirrored the state regulations, and Superintendent Sposato stated that it did, that is where the information came from. Stan Kourofsky asked if the policy written was done locally. Superintendent Sposato stated

that it mirrors the intent of the law, and it will be sent to school boards for revision. Stan Kourofsky stated that it did not address who would be handling bounced checks. Ron Clamser stated that the central treasurer would inform the advisor and the advisor would follow up on these items. It is addressed as a transaction not specifically as a bounced check in the policy. It was determined to fix all references to Faculty Auditor to reflect the Extracurricular Activity Auditor.

*Approved as draft, First reading.*

Motion: SK      Seconded: ST      Yes: ALL      No:      Abstain:      (Accept    Reject    Table)

#### **4. Miscellaneous**

Resolved that the Superintendent of Schools recommends to the Board of Education to approve a middle school technology field trip to Montreal, Canada on June 12, 2006 to the Cosmodome Space Camp.

Motion: ST      Seconded: SK      Yes: ALL      No:      Abstain:      (Accept    Reject    Table)

Richard LaVigne asked who would be paying for this, and Superintendent Sposato stated that the students and family will pay for the admission, and the mileage will be paid under the normal allotment of miles for the Middle School.

Jane Donahue asked if students and family members traveling need to present passports and or original birth certificate. Kathleen Grinberg-Funes stated that if the terror level was up, the students would not be permitted to go on the trip.

#### **5. Executive Session** To discuss a particular person or person's employment history.

In: 8:15 pm      Motion: SK      Seconded: ST      Yes: ALL      No:      Abstain:      (Accept    Reject    Table)

Out: 10:55 pm      Motion: FH      Seconded: KGF      Yes: ALL      No:      Abstain:      (Accept    Reject    Table)

#### **6. Adjournment** 10:57 pm

Motion: RL      Seconded: ST      Yes: ALL      No:      Abstain:      (Accept    Reject    Table)