

Webutuck Board of Education held the July 7, 2009 Reorganizational meeting at 7:30 p.m. in the Webutuck High School Library.

The following Board members were present:

Dale Culver, President

Joseph Herald arrived at 8:12 pm

Susan Lounsbury

William McGhee

Joseph Matteo

John Perotti

Also Present:

Dr. Richard N. Johns, Superintendent

Therese Trotter District Clerk

Linda Peters, School Business Administrator

Absent:

Andrew Jablonsky

#### **CALL TO ORDER**

Mrs. Trotter called the Business meeting of July 7, 2009 to order at 7:40p.m.

#### **ADMINISTRATION OF OATH OF OFFICE FOR NEWLY ELECTED BOARD MEMBERS**

Mrs. Trotter administered the Oath of Office to Dale Culver and John Perotti. The Oath of Office is on file.

#### **ELECTION OF BOARD OFFICERS**

##### **Board President**

Mrs. Trotter asked for nominations for the office of President of the Board of Education. Mrs. Lounsbury made and Mr. McGhee seconded a nomination for Dale Culver. There were no additional nominations.

Mr. Perotti made and Mr. Matteo seconded a motion to close nominations. The five Board members present voted to approve the motion. The motion carried unanimously.

The motion to declare Mr. Culver President of the Board of Education passed unanimously.

#### **ADMINISTRATION OF OATH OF OFFICE TO BOARD OFFICERS**

Mrs. Trotter administered the Oath of Office for the President of the Board of Education and the Vice-President of the Board of Education. The Oaths of Office are on file.

#### **ADMINISTRATION OF OATH OF OFFICE TO SUPERINTENDENT**

Mrs. Trotter administered the Oath of Office to Superintendent Dr. Richard Johns. The Oath of Office is on file.

#### **ADMINISTRATION OF OATH OF OFFICE TO DISTRICT CLERK**

President Culver administered the Oath of Office to Therese Trotter. The Oath of Office is on file.

#### **CONSENT AGENDA VOTE**

Mr. Lounsbury made and Mr. McGhee seconded the following motion as amended:

The amendment offered by Mrs. Lounsbury called for pulling #1 under Appointments and #2 under Authorizations.

The following asterisked items can be consent agenda items. A consent agenda is a single vote, which approves all asterisked items. Board policy (#008a) prohibits discussion of consent agenda items. Asterisked items can be pulled from the consent agenda for discussion by any one Board member. The five Board members present voted to approve the motion. The motion carried unanimously.

## **BOARD OF EDUCATION REORGANIZATION**

### **APPOINTMENTS 2009-2010**

#### **1. Appointment of Officers**

The resolution was pulled from consent for further discussion in Executive Session.

**BE IT RESOLVED**, that for the school year 2009-10, the following individuals shall be appointed as officers of the School District to serve at the pleasure of the Board in the following positions, for compensation as indicated:

<u>Position</u>	<u>Nominee</u>	<u>2009-2010 Salary/Stipend</u>
District Clerk	Therese Trotter	\$
Treasurer	Valerie Burdick	\$
Deputy Treasurer	Mary Clinton	\$
Tax Collector	Emma Jaromin	\$
Claims Auditor/ Property Control Manager	Lorinda Coulthard	\$
Attendance Officer	Trisha Casler Lawrence (included in salary)	

#### **2. Positions of Legal Advisor, School Physician and Independent Auditor**

Mr. Lounsbury made and Mr. Matteo seconded the following motion:

**BE IT RESOLVED**, that for the school year 2009-2010, the following individuals shall be appointed to serve in the following positions, for compensation as indicated:

		<u>2009-2010</u>
Legal Advisor	Girvin & Ferlazzo	\$14,000
School Physician	The Workplace	\$ 8,530
Independent Auditor (07-08 Fiscal Year)	Sickler, Torchia, Allen & Churchill	\$17,000
Architect	Rhinebeck Arch. & Planning	Time & Materials
Internal Auditors	Nugent and Hausseier	Not to exceed \$6000
Bond Counsel	Hiscock & Barclay	\$ 750/Ban
Fiscal Advisors	Fiscal Advisors, Inc.	Time & Materials

**BE IT FURTHER RESOLVED**, that the Board President be authorized to execute a contract with the Legal Advisor, School Physician, and Independent Auditor.

The five Board members present voted to approve the motion. The motion carried unanimously.

#### **\*3. Position of Transportation Department Physician**

Mrs. Lounsbury made and Mr. McGhee seconded the following motion:

**BE IT RESOLVED**, that for the school year 2009-2010, the following designee shall be appointed to serve in the following position.

Transportation Department Physician	The Workplace
-------------------------------------	---------------

The five Board members present voted to approve the motion. The motion carried unanimously.

#### **\*4. Insurance Reciprocal Authorization**

Mrs. Lounsbury made and Mr. McGhee seconded the following motion:

**BE IT RESOLVED**, that the Board of Education of the Webutuck Central School District desires to participate in the New York Schools Insurance Reciprocal (NYSIR); that the President of the Board of Education is authorized to sign the Subscribers Agreement; that upon signing the Subscriber's Agreement, it is the understanding of the Board of Education that Webutuck Central School will become a Subscriber

to NYSIR and be afforded the insurance coverage underwritten by NYSIR for the policy period beginning July 1, 2009.

The five Board members present voted to approve the motion. The motion carried unanimously.

## **5. Appointments of Members of the Committee on Special Education and Pre-School**

### **Special Education**

The resolution was pulled from consent for further discussion in Executive Session.

**BE IT RESOLVED**, that for the school year 2009-2010 the following individuals shall be appointed to the positions as indicated and they shall be authorized to act on the Board's behalf in said positions:

Chairperson CSE:	TBD
Chairperson CPSE	TBD
Alternates:	
CSE Chairperson –	TBD
CPSE Chairperson –	TBD
School Physician:	The Workplace (as needed)
School Psychologist:	Cara Tomasetti
Parent Members:	To Be Decided (TBD)
	To Be Decided (TBD)

All District Certified Personnel

## **6. Standing Committees - Board Members Assignments**

These will be assigned at the next Board meeting.

Facilities Review Committee  
Audit and Finance Committee  
Policy Review Committee  
CSE/CPSE Liasion  
DCSBA Executive Committee  
Emergency Planning  
Negotiations Committee  
Albany Connection

## **7. Emergency Planning Committee**

Mrs. Lounsbury made and Mr. Perotti seconded the following motion:

There was discussion regarding an individual who is named here that does not wish to be on the committee. Therefore, this list may change in the future.

**BE IT RESOLVED**, that for the school year 2009-2010 the following individuals shall be appointed to the positions as indicated and they shall be authorized to act on the Board's behalf in said positions:

School Resource Officer	George Strid (Chairperson)
Emergency Coordinator	Linda Peters
Superintendent	<b>TBA</b>
<i>Board Member</i>	TBA
Webutuck Jr./Sr. High School Principal (Gr. 7-12)	Drew Hopkins
Webutuck Elementary Program Principal	Katy McEnroe
Faculty Representative	Nancy Gagne
Transportation Representative	Jerry Heiser
Building and Grounds	Mark Lounsbury
Health Services	Marilyn Unger
Food Services	Linda Peters

The five Board members present voted to approve the motion. The motion carried unanimously.

## **\*8. Consultant Appointments**

Mrs. Lounsbury made and Mr. McGhee seconded the following motion:

**BE IT RESOLVED**, that the Board of Education of the Webutuck Central School District agrees to employ the following consultants:

John Biasotti  
Karen Finnerty  
Margaret Runge

Curriculum Coordinator  
Occupational Therapy  
Physical Therapy

The five Board members present voted to approve the motion. The motion carried unanimously.

**\*9. DEHIC District Representatives Authorization**

Mrs. Lounsbury made and Mr. McGhee seconded the following motion:

**BE IT RESOLVED**, that the Board of Education of the Webutuck Central School District designate the following individuals to the position indicated, at no additional compensation, as recommended by the Superintendent of Schools.

District DEHIC Trustee  
District DEHIC Trustee Alternate

Linda Peters  
TBD

The five Board members present voted to approve the motion. The motion carried unanimously.

**\*10. IMPARTIAL HEARING OFFICERS**

Mrs. Lounsbury made and Mr. McGhee seconded the following motion:

**BE IT RESOLVED**, that the individuals on the NYS Education Department list be appointed to serve as impartial hearing officers in accordance with 200.2(3) (1) of the Regulations of the Commissioner of Education, on a rotating basis, for the purposes of conducting impartial hearings pursuant to 200.5 of the Commissioner's Regulations.

The five Board members present voted to approve the motion. The motion carried unanimously.

**11. Section 75 Hearing Officer**

Mr. Matteo made and Mr. Lounsbury seconded the following motion:

Board members questioned who Robert Hite was. Girvin and Ferlazzo recommended him as a neutral individual for hearings. He handled the Section 75 Hearing this year in the District.

**BE IT RESOLVED**, the Board of Education of the Webutuck Central School District approves the appointment of Robert Hite as hearing officer concerning a pending civil service hearing pursuant to Civil Service Law Section 75.

The five Board members present voted to approve the motion. The motion carried unanimously.

**DESIGNATIONS FOR 2009-2010**

**\*1. Official Bank Depositories:**

Mrs. Lounsbury made and Mr. McGhee seconded the following motion:

**BE IT RESOLVED**, that M & T Bank, Bank of Millbrook, Key Bank, Fleet Bank, Citizens Bank, Bank of New York, HSBC, JP Morgan Chase and Bankers Trust Company (NYLAF *New York Liquid Asset Fund*) be designated as the Official Bank Depositories for the Webutuck Central School District.

The five Board members present voted to approve the motion. The motion carried unanimously.

**\*2. Official Newspaper:**

Mrs. Lounsbury made and Mr. McGhee seconded the following motion:

**BE IT RESOLVED**, by the Board of Education of the Webutuck Central School District that the The Millerton News be designated as the official newspaper of the district for the 2009-2010 school year.

The five Board members present voted to approve the motion. The motion carried unanimously.

**AUTHORIZATIONS**

**\*1. Petty Cash Accounts**

Mrs. Lounsbury made and Mr. McGhee seconded the following motion:

**BE IT RESOLVED**, by the Board of Education of the Webutuck Central School District that petty cash and change fund accounts be established in the following amounts at the designated locations and under the custody of the following individuals:

Webutuck Elementary	Building Secretary	50.00
Eugene Brooks School (Gr. 4-6)	Building Secretary	50.00

WHS (Gr. 7-12), & District Office Deputy Treasurer 100.00  
The five Board members present voted to approve the motion. The motion carried unanimously.

## **2. Position Authorizations**

This item was pulled from consent for discussion in Executive Session.

**BE IT RESOLVED**, that the Board of Education of the Webutuck Central School District designate the following individuals to the positions indicated, at no additional compensation:

Check Signatory	M. Clinton/V. Burdick/Superintendent
Payroll Certification	Superintendent
School Purchasing Agent	Linda Peters/Superintendent
Central Treasurer	Mary Clinton
Asbestos Designee	Mark Lounsbury
Records Access Officer	Therese Trotter
FOIL Officer	Therese Trotter
Records Management Officer	Mary Clinton
Records Appeal Officer	Superintendent
Title VI Compliance Officer	John Biasotti
Title IX Coordinator	John Biasotti
Title IX Investigative Officer	John Biasotti
Title IX Investigative Officer	Cara Tomasetti
EEOC	Linda Peters/John Biasotti
504/ADA Coordinator	Each Building Principal
504 Compliance Officer	Superintendent
OSHA Coordinator	Mark Lounsbury
Civil Service Section 75 Hearing Officer	Linda Peters/Superintendent
Title I Coordinator	John Biasotti
Title I – Homeless Liaison	John Biasotti
Title I – Committee Chair	Katy McEnroe
Residency Hearing Officer	Linda Peters/John Biasotti
WTA Sick Bank Committee	Bus. Official, WHS Principal, Dpty Treas.
CSEA Sick Bank Committee	Bus. Official, WEs Principal, Dpty Treas.
Director of Physical Education	TBD

## **3. Budget Transfers**

Mrs. Lounsbury made and Mr. McGhee seconded the following motion:

**BE IT RESOLVED**, that the Board of Education of the Webutuck Central School District authorizes the Superintendent of Schools to approve budget transfers below \$5,000. The Superintendent informs the Board of Education of all such transfers through presentation of the monthly Comprehensive Budget Status Report.

The five Board members present voted to approve the motion. The motion carried unanimously.

## **4. CSE/CPSE Contract Authorization**

Mr. Matteo made and Mr. Perotti seconded the following motion:

**BE IT RESOLVED**, that the Board of Education of the Webutuck Central School District authorizes the Superintendent of Schools to execute contracts to provide services for CSE/CPSE students, as recommended by the Committees on CSE/CSPE. Any expenditure over the amount of \$10,000 must be approved in advance by the Board of Education.

The five Board members present voted to approve the motion. The motion carried unanimously.

## **5. Authorization to Execute Contracts**

Mrs. Lounsbury made and Mr. Perotti seconded the following motion:

**BE IT RESOLVED**, that the Board of Education authorizes the Superintendent to execute contracts for the 2009-2010 school year upon approval of the Board of Education.

The five Board members present voted to approve the motion. The motion carried unanimously.

## **\*6. Conference Attendance**

Mrs. Lounsbury made and Mr. McGhee seconded the following motion:

**BE IT RESOLVED**, that the Board of Education of the Webutuck Central School District authorizes the Superintendent of Schools to approve administrative and teacher requests to attend conferences, conventions and workshops within the limit of the 2009-2010 budget appropriations.

The five Board members present voted to approve the motion. The motion carried unanimously.

**\*7. Authorization to Approve In-Service Participation**

Mrs. Lounsbury made and Mr. McGhee seconded the following motion:

**BE IT RESOLVED**, that the Board of Education of the Webutuck Central School District authorizes the Superintendent of Schools to approve in-service participation for faculty and staff within the limit of the 2009-2010 budget appropriations.

The five Board members present voted to approve the motion. The motion carried unanimously.

**OTHER ITEMS**

**\*1. Re-adoption of Policies**

Mrs. Lounsbury made and Mr. McGhee seconded the following motion:

**WHEREAS**, the Board of Education of the Webutuck Central School District is desirous of continuing to operate under the existing Board policies,

**NOW THEREFORE BE IT RESOLVED**, that the existing Board policies, as contained in the School District "Policy Handbook" be re-adopted for the 2009-2010 school year.

The five Board members present voted to approve the motion. The motion carried unanimously.

**\*2. Recognition of the District's Code of Conduct (pending revision)**

Mrs. Lounsbury made and Mr. McGhee seconded the following motion:

**WHEREAS**, the Board of Education of the Webutuck Central School District recognizes the existing District's Code of Conduct for the 2009-2010 school year.

The five Board members present voted to approve the motion. The motion carried unanimously.

**\*3. Establishment of Mileage Reimbursement**

Mrs. Lounsbury made and Mr. McGhee seconded the following motion:

**BE IT RESOLVED**, that the Board of Education of the Webutuck Central School District, approves the established Mileage Reimbursement Rate as established by the IRS.

The five Board members present voted to approve the motion. The motion carried unanimously.

**4. Establishment of Short-term Substitute Rates**

Mrs. Lounsbury made and Mr. Perotti seconded the following motion:

**BE IT RESOLVED**, that the Board of Education of the Webutuck Central School District approves the established Short-term Substitute Rate for the 2009-2010 school year and that Policy #402 be amended accordingly:

	<u>First 15 days</u>	<u>Days 16-30</u>	<u>Days 31 over</u>
<b>Substitute Teachers</b>			
Certified Teachers	\$ 90	\$ 95	\$ 100
Bachelor Degree College Graduates	\$ 85	\$ 90	\$ 95
Associate Degree School Graduates	\$ 80	\$ 85	\$ 90
High School Graduates	\$ 75	\$ 80	\$ 85
Substitute School Nurse (RN)	\$ 80	\$ 85	\$ 90

The five Board members present voted to approve the motion. The motion carried unanimously.

**5. Establishment of Temporary and Substitute Support Employee Rates**

Mr. Perotti made and Mr. Matteo seconded the following motion:

Mr. Perotti moved and Mrs. Lounsbury seconded to table the motion until after Executive Session.

**BE IT RESOLVED**, that the Board of Education of the Webutuck Central School District approves the established Temporary and Substitute Support Employee Rates for the 2009-2010 school year with an annual increase of 4 % and that Policy #414 be amended accordingly.

**\*6. Blanket Bond**

Mrs. Lounsbury made and Mr. McGhee seconded the following motion:

**BE IT RESOLVED**, by the Board of Education that the following personnel required by Law or regulation shall be covered by faithful performance blanket bonds in accordance with Public Officers Law Section 11 in the amounts specified:

Central Treasurer	\$ 300,000	Internal Claims Auditor	\$ 300,000
Treasurer	\$1,000,000	Tax Collector	\$1,000,000
Deputy Treasurer	\$ 300,000	Independent Auditor	\$ 200,000

The five Board members present voted to approve the motion. The motion carried unanimously.

**\*7. Adoption of 2009-2010 Board Meeting Calendar (as presented)**

Mrs. Lounsbury made and Mr. McGhee seconded the following motion:

**BE IT RESOLVED**, that the Board of Education hereby approves the 2009-2010 Board Meeting Calendar (as presented), as recommended by the Superintendent of Schools.

The five Board members present voted to approve the motion. The motion carried unanimously.

**\*8. Authorization for Annual Renewal of School Lunch, Milk, and/or Breakfast Program**

Mrs. Lounsbury made and Mr. McGhee seconded the following motion:

**BE IT RESOLVED**, that the Board of Education authorizes the Board President to execute the 2009-2010 Annual Renewal School Lunch, Milk, and/or Breakfast Agreement, as recommended by the Superintendent of Schools.

The five Board members present voted to approve the motion. The motion carried unanimously.

**9. Establishment of School Lunch Rates**

Mr. Perotti made and Mr. McGhee seconded the following motion excluding the \$.10 increase wording in the motion:

The results for the 2008-2009 cafeteria will be coming in the next weeks. That information will be at the first meeting in August.

**BE IT RESOLVED**, that the Board of Education hereby approves the school lunch rates effective July 1, 2009:

Breakfast program:	
Full price (all schools)	\$ .90
Reduced Price (all schools)	.20
Free	-0-
Adults (all schools)	\$1.60 plus tax
Lunch	
Primary - full price	\$2.10 (K-2)
All Other Students - full price	\$2.35 (3-12)
Reduced Price (all schools)	\$ .25
Free	-0-
Adults	\$3.37 plus tax

The five Board members present voted to approve the motion. The motion carried unanimously.

Mr. Perotti made and Mrs. Lounsbury seconded a motion to have Roberts Rules of Order as the order of the Board of Education meetings.

The five Board members present voted to approve the motion. The motion carried unanimously.

Mr. Perotti made and Mrs. Lounsbury seconded to move to vote on Vice President to the floor.

The six Board members present voted to approve the motion. The motion carried unanimously.

## ELECTION OF BOARD OFFICER

### Board Vice-President

President Culver asked for nominations for the office of Vice-President of the Board of Education. Mr. Perotti made and Mr. Matteo seconded a nomination for Joseph Herald. There were no additional nominations.

Mr. Matteo made and Mr. McGhee seconded a motion to close nominations. The five Board members present voted to approve the motion. The motion carried unanimously.

The motion to declare Mr. Herald Vice-President of the Board of Education passed.

### \*10. Establishment of 2009-2010 Non-Resident Tuition Rates

Mrs. Lounsbury made and Mr. McGhee seconded the following motion:

**BE IT RESOLVED**, that the Board of Education hereby approves the Estimated Non-Resident Tuition Rate consistent with Policy #507b for the 2009-2010 school year.

The six Board members present voted to approve the motion. The motion carried unanimously.

## EXECUTIVE SESSION

Mrs. Lounsbury made and Mr. Perotti seconded a motion to adjourn to executive session at 8:15 pm to discuss particular personnel issues. The six Board members present voted to approve the motion. The motion carried unanimously.

## ADJOURNMENT OF EXECUTIVE SESSION

Mr. Herald made and Mr. McGhee seconded a motion to adjourn the executive session and reconvene the public session at 9:05 pm. The six Board members present voted to approve the motion. The motion carried unanimously.

### Appointment of Officers

Mrs. Lounsbury made and Mr. Herald seconded the following motion:

**BE IT RESOLVED**, that for the school year 2009-10, the following individuals shall be appointed as officers of the School District to serve at the pleasure of the Board in the following positions, for compensation as indicated:

<u>Position</u>	<u>Nominee</u>	<b>2009-2010</b> <u>Salary/Stipend</u>
District Clerk	Therese Trotter	\$ 8,518
Treasurer	Valerie Burdick	\$59,685
Deputy Treasurer	Mary Clinton	\$43,680
Collector	Emma Jaromin	\$ 5,310
Claims Auditor/ Property Control Manager	Lorinda Coulthard	\$ 8,423
Attendance Officer	Trisha Casler Lawrence (included in salary)	

The six Board members present voted to approve the motion. The motion carried unanimously.

### Appointments of Members of the Committee on Special Education and Pre-School Special Education

Mr. Herald made and Mrs. Lounsbury seconded the following motion:

**BE IT RESOLVED**, that for the period from July 1 to July 14, 2009 the following individuals shall be appointed to the positions as indicated and they shall be authorized to act on the Board's behalf in said positions:

Chairperson CSE:	Patricia Carmody
Chairperson CPSE	Patricia Carmody
Alternates:	
CSE Chairperson –	TBD



CPSE Chairperson –	TBD
School Physician:	The Workplace (as needed)
School Psychologist:	Cara Tomasetti
Parent Members:	To Be Decided (TBD)
	To Be Decided (TBD)

All District Certified Personnel

The six Board members present voted to approve the motion. The motion carried unanimously.

## 2. Position Authorizations

Mr. Lounsbury made and Mr. McGhee seconded the following motion:

**BE IT RESOLVED**, that the Board of Education of the Webutuck Central School District designate the following individuals to the positions indicated, at no additional compensation:

Check Signatory	M. Clinton/V. Burdick/Superintendent
Payroll Certification	Superintendent
School Purchasing Agent	Linda Peters/Superintendent
Central Treasurer	Mary Clinton
Asbestos Designee	Mark Lounsbury
Records Access Officer	Therese Trotter
FOIL Officer	Therese Trotter
Records Management Officer	Mary Clinton
Records Appeal Officer	Superintendent
Title VI Compliance Officer	John Merwin
Title IX Coordinator	John Merwin
Title IX Investigative Officer	John Merwin
Title IX Investigative Officer	Cara Tomasetti
EEOC	Linda Peters/John Biasotti
504/ADA Coordinator	Each Building Principal
504 Compliance Officer	Superintendent
OSHA Coordinator	Mark Lounsbury
Civil Service Section 75 Hearing Officer	Linda Peters/Superintendent
Title I Coordinator	John Biasotti
Title I – Homeless Liaison	John Biasotti
Title I – Committee Chair	Katy McEnroe
Residency Hearing Officer	Linda Peters/John Biasotti
WTA Sick Bank Committee	Bus. Official, WHS Principal, Dpty Treas.
CSEA Sick Bank Committee	Bus. Official, WES Principal, Dpty Treas.
Director of Physical Education	TBD

The six Board members present voted to approve the motion. The motion carried unanimously.

## Establishment of Temporary and Substitute Support Employee Rates

Mrs. Lounsbury made and Mr. Herald seconded the following motion:

**BE IT RESOLVED**, that the Board of Education of the Webutuck Central School District approves the established Temporary and Substitute Support Employee Rates for the 2009-2010 school year with an annual increase of 4 % and that Policy #414 be amended accordingly.

The six Board members present voted to approve the motion. The motion carried unanimously.

## ADJOURNMENT

There being no further business, Mr. McGhee made and Mr. Matteo seconded a motion to adjourn the Reorganization Meeting of July 7, 2009 at 10:05pm. The six Board members present voted to approve the motion. The motion carried unanimously.

Respectfully submitted,

Therese M. Trotter  
District Clerk