

The Webutuck Board of Education held their July 6, 2010 meeting at 7:30 p.m. in the Webutuck High School Library.

The following Board members were present:

Dale Culver, President

Joanne Boyd

Joseph Herald

Joseph Matteo

William McGhee

John Perotti

Casey Swift

Also Present:

Steven Schoonmaker, Superintendent

Mary Grden, School Business Manager

Therese Trotter District Clerk

Absent:

## **CALL TO ORDER**

Mrs. Trotter called the Business meeting of July 6, 2010 to order at 7:40p.m.

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

Mrs. Trotter administered the Oath of Office to Joanne Boyd. 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. Mr. Perotti made and Mr. McGhee seconded a nomination for Dale Culver. Mrs. Boyd made and Mrs. Swift seconded a nomination for Bill McGhee.

Mr. McGhee made and Mrs. Boyd seconded a motion to close the nominations.

Ayes 7 Nays 0 The motion carried.

Mrs. Trotter took a vote for Mr. Culver for President of the Board of Education. The vote was as follows:

Joanne Boyd	No	Joseph Matteo	Yes
Dale Culver	Yes	John Perotti	Yes
Joseph Herald	Yes	Casey Swift	No
William McGhee	Yes		

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

### **Board Vice-President**

Mr. Culver asked for nominations for the office of Vice-President of the Board of Education. Mr. Matteo made and Mrs. Swift seconded a nomination for Joanne Boyd. Mr. McGhee made and Mr. Perotti seconded a nomination for Joseph Herald.

Mr. Perotti made and Mr. Herald seconded a motion to close nominations.

Ayes 7 Nays 0 The motion carried.

Mrs. Trotter took a vote for Mrs. Boyd for Vice-President of the Board of Education. The vote was as follows:

Joanne Boyd	Yes	Joseph Matteo	Yes
Dale Culver	No	John Perotti	No
Joseph Herald	No	Casey Swift	Yes
William McGhee	No		

The motion to declare Joanne Boyd as Vice-President of the Board of Education failed.

Mrs. Trotter took a vote for Mr. Herald for Vice-President of the Board of Education. The vote was as follows:

Joanne Boyd	No	Joseph Matteo	No
Dale Culver	Yes	John Perotti	Yes
Joseph Herald	Yes	Casey Swift	No
William McGhee	Yes		

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

#### **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 Steven Schoonmaker. 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.

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

Ayes 7 Nays 0 The motion carried.

#### **CONSENT AGENDA VOTE**

Mr. Herald made and Mr. Perotti seconded the following motion as amended:

The amendment offered by Mr. Perotti called for pulling #1 under Appointments and #2 under Authorizations for further discussion.

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.

Ayes 7 Nays 0 The motion carried.

#### **BOARD OF EDUCATION REORGANIZATION**

##### **APPOINTMENTS 2010-2011**

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

This item was pulled from the agenda for further discussion in Executive Session.

**BE IT RESOLVED**, that for the school year 2010-11, 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>2010-2011</u> <u>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 Lawrence (included in salary)	

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

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

**BE IT RESOLVED**, that for the school year 2010-2011, the following individuals shall be appointed to serve in the following positions, for compensation as indicated:

		<u>2010-2011</u>
Legal Advisor	Girvin & Ferlazzo	\$ 14,000
School Physician	The Workplace	\$ 8,692
Independent Auditor	Sickler, Torchia, Allen & Churchill	\$ 17,200
Architect	Rhinebeck Arch. & Planning	Time & Materials
Internal Auditors	Nuguent and Hausseier	<b>\$TBD</b>
Bond Counsel	Hiscock & Barclay	<b>\$TBD</b>
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.

Ayes 7      Nays 0      The motion carried.

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

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

**BE IT RESOLVED**, that for the school year 2010-2011, the following designee shall be appointed to serve in the following position.

Transportation Department Physician      The Workplace  
Ayes 7      Nays 0      The motion carried.

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

Mr. Herald made and Mr. Perotti 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, 2010.

Ayes 7      Nays 0      The motion carried.

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

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

Make sure we find parents that are truly advocates for these students.

**BE IT RESOLVED**, that for the school year 2010-2011 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:      Robert Wood

Chairperson CPSE	Katy McEnroe
Alternates:	
CSE Chairperson –	Katy McEnroe
CPSE Chairperson –	Robert Wood
School Physician:	The Workplace (as needed)
School Psychologist:	Cara Tomasetti
Parent Members:	To Be Decided (TBD)
	To Be Decided (TBD)
All District Certified Personnel	
Ayes    7            Nays    0	The motion carried.

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

The Board President stated the Committee members will be determined after all of the members' choices are submitted.

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

**BE IT RESOLVED**, that for the school year 2010-2011 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 (Chairperson)	School Resource Office
Emergency Coordinator	Business Official
Superintendent	Superintendent
<i>Board Member</i>	Board Member
Webutuck Jr./Sr. High School Principal (Gr. 7-12)	Jr./Sr. High School Principal
Webutuck Elementary Program Principal	Elementary Principal
Faculty Representative	WTA Union Representative
Transportation Representative	Head Bus Driver
Building and Grounds	Supervisor of Maint. & Operations
Health Services	School Nurse
Food Services	Business Official
Ayes    7            Nays    0	The motion carried.

#### \*8. Consultant Appointments

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

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

Jack Biasotti	Curriculum Coordinator
Karen Finnerty	Occupational Therapy
Margaret Runge	Physical Therapy
Ayes    7            Nays    0	The motion carried.

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

Mr. Herald made and Mr. Perotti 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	Business Official
District DEHIC Trustee Alternate	Superintendent
Ayes 7	Nays 0
The motion carried.	

**\*10. IMPARTIAL HEARING OFFICERS**

**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.

Ayes 7	Nays 0	The motion carried.
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**\*11. Approval of Omni Group as 403b Administrator**

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

**BE IT RESOLVED**, that the Webutuck Board of Education approves Omni Group as the 403b Administrator, as recommended by the Superintendent of Schools.

**BE IT ALSO RESOLVED**, Upon the recommendation of the Superintendent, WHEREAS, the Board of Education desires to readopt 403b eligible vendor list to include: Caderet, Grant & Co., Equitable, ING, Legend Group, Lincoln Investment Planning, Vanguard Group, Oppenheimer Funds, Inc.

Ayes 7	Nays 0	The motion carried.
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**DESIGNATIONS FOR 2010-2011**

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

**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.

Ayes 7	Nays 0	The motion carried.
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**\*2. Official Newspaper:**

**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 2010-2011 school year.

Ayes 7	Nays 0	The motion carried.
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**AUTHORIZATIONS**

**\*1. Petty Cash Accounts**

Mr. Herald made and Mr. Perotti 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 Intermediate School (Gr. 4-6)	Building Secretary	50.00
WHS (Gr. 7-12), & District Office	Deputy Treasurer	100.00
Ayes 7	Nays 0	The motion carried.

**2. Position Authorizations**

**This was pulled from the consent agenda for further 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/Steven Schoonmaker
Payroll Certification	Steven Schoonmaker

School Purchasing Agent  
 Central Treasurer  
 Asbestos Designee  
 Records Access Officer  
 FOIL Officer  
 Records Management Officer  
 Records Appeal Officer  
 Title VI Compliance Officer  
 Title IX Coordinator  
 Title IX Investigative Officer  
 Title IX Investigative Officer  
 EEOC  
 504/ADA Coordinator  
 504 Compliance Officer  
 OSHA Coordinator  
 Civil Service Section 75 Hearing Officer  
 Title I Coordinator  
 Title I – Homeless Liaison  
 Title I – Committee Chair  
 Residency Hearing Officer  
 WTA Sick Bank Committee

CSEA Sick Bank Committee  
 Director of Physical Education

Mary Grden/Steven Schoonmaker  
 Mary Clinton  
 Mark Lounsbury  
 Therese Trotter  
 Therese Trotter  
 Mary Clinton  
 Steven Schoonmaker  
 John Biasotti  
 John Biasotti  
 John Biasotti  
 Cara Tomasetti  
 Mary Grden/Jack Biasotti  
 Each Building Principal  
 Steven Schoonmaker  
 Mark Lounsbury  
 Mary Grden/Steven Schoonmaker  
 John Biasotti  
 John Biasotti  
 Katy McEnroe  
 Mary Grden/John Biasotti  
 Bus. Official, WHS Principal, Dpty Treas.  
 Bus. Official, WEP Principal, Dpty Treas.  
 Robert Wood

### 3. Budget Transfers

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 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.

Ayes 7 Nays 0 The motion carried.

### 4. CSE/CPSE Contract Authorization

Mr. Matteo made and Mr. Herald 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.

Ayes 7 Nays 0 The motion carried.

### 5. Authorization to Execute Contracts

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

**BE IT RESOLVED**, that the Board of Education authorizes the Superintendent and/or Board President to execute contracts for the 2010-2011 school year upon approval of the Board of Education.

Ayes 7 Nays 0 The motion carried.

### \*6. Conference Attendance

Mr. Herald 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 approve administrative and teacher requests to attend conferences, conventions and workshops within the limit of the 2010-2011 budget appropriations.

Ayes 7 Nays 0 The motion carried.

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

Mr. Herald 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 approve in-service participation for faculty and staff within the limit of the 2010-2011 budget appropriations.

Ayes 7 Nays 0 The motion carried.

**OTHER ITEMS**

**\*1. Readoption of Policies**

Mr. Herald made and Mr. Perotti 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 2010-2011 school year.

Ayes 7 Nays 0 The motion carried.

**\*2. Recognition of the District's Code of Conduct (Approved @ 6/21/10 Board meeting)**

Mr. Herald made and Mr. Perotti 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 2010-2011 school year.

Ayes 7 Nays 0 The motion carried.

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

Mr. Herald 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 Mileage Reimbursement Rate as established by the IRS.

Ayes 7 Nays 0 The motion carried.

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

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

A Board Member stated our salary rates were near the top when compared to other districts when reviewing that information during budget season last year.

**BE IT RESOLVED**, that the Board of Education of the Webutuck Central School District approves the established Short-term Substitute Rate for the 2010-2011 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
Ayes 7 Nays 0	The motion carried.		

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

Mrs. Boyd 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 Temporary and Substitute Support Employee Rates for the 2010-2011 school year.

Ayes 7 Nays 0 The motion carried.

**ESTABLISHMENT of Standard Work Day (Resolution Approved 6/14/10)**

This resolution was approved at the Board meeting on June 14, 2010. In the future it will be approved at the Reorganization meeting.

**\*6. Blanket Bond**

Mr. Herald made and Mr. Perotti 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
Ayes 7	Nays 0	The motion carried.	

**\*7. Adoption of 2010-2011 Board Meeting Calendar (as presented)**

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

**BE IT RESOLVED**, that the Board of Education hereby approves the 2010-2011 Board Meeting Calendar (as presented), as recommended by the Superintendent of Schools.

Ayes 7 Nays 0 The motion carried.

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

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

**BE IT RESOLVED**, that the Board of Education authorizes the Board President to execute the 2010-2011 Annual Renewal School Lunch, Milk, and/or Breakfast Agreement, as recommended by the Superintendent of Schools.

Ayes 7 Nays 0 The motion carried.

**9. Establishment of School Lunch Rates**

Mrs. Swift made and Mr. Boyd seconded the following motion:

A Board member asked about the close out cafeteria report of this past year. The School Business Manager stated it is not ready yet. It will be available by the end of July. It was suggested to table this until the closed out report.

Mr. Perotti made and Mr. McGhee seconded a motion to table this resolution until the close out report is available for review.

**BE IT RESOLVED**, that the Board of Education hereby approves the following Proposed School breakfast/lunch rates for the 2010-2011 school year:

Breakfast program:				2010-2011 Proposed	
Full price (all schools)				\$ .90	\$1.00
Reduced Price (all schools)				.20	
Free				-0-	
Adults (all schools)				\$1.60 plus tax	\$2.00 including tax
Lunch					
Primary - full price				\$2.10 (K-3)	\$2.25
All Other Students - full price				\$2.35 (4-12)	\$2.50
Reduced Price (all schools)				\$ .25	
Free				-0-	
Adults				\$3.37 plus tax	\$3.75 including tax
Ayes	7	Nays	0	The motion is tabled.	

**\*10. Establishment of 2010-2011 Non-Resident Tuition Rates**

It was suggested that the tuition rates be included in the resolution next year and that the amounts should be added to these minutes.

**BE IT RESOLVED**, that the Board of Education hereby approves the Estimated Non-Resident Tuition



Rate consistent with Policy #507b for the 2010-2011 school year.

Ayes 7 Nays 0 The motion carried.

**ADJOURNMENT**

There being no further business, Mr. Perotti made and Mrs. Swift seconded a motion to adjourn the Annual Organization meeting at 8:06.

Ayes 7 Nays 0 The motion carried.

Respectfully submitted,

Therese Trotter  
District Clerk