

Roxbury Central School  
Board of Education Organizational Meeting  
July 2, 2018

The Reorganizational Meeting of the Roxbury Central School District was held on July 2, 2018.

Present: Ed Fersch, Kelli Winnie, Ed Dalski and Denise Johnston  
Superintendent: Thomas J. O'Brien  
Treasurer: Wendy Sprague  
Secretary: Marianne Schor  
Absent: Jill Ten Eyck

The meeting was called to order at 7:00 pm by Superintendent Thomas O'Brien.

Pledge of Allegiance

OATHS-NOMINATIONS AND APPOINTMENTS:

Mr. O'Brien administered the oath of faithful performance to Denise Johnston

Mr. O'Brien called for nominations for the office of President, Board of Education.

Kelli Winnie moved, seconded by Denise Johnston to nominate Ed Fersch as President of the Board of Education.

Mr. O'Brien closed the nominations.

Kelli Winnie moved, seconded by Denise Johnston to cast one ballot for Ed Fersch as President. Motion approved unanimously.

The Oath of Allegiance was given to Ed Fersch as President of the Board of Education.

President Fersch assumed the chair.

Mr. O'Brien called for nominations for Vice-President, Board of Education. Ed Fersch moved, seconded by Denise Johnston to nominate Kelli Winnie as Vice-President of the Board of Education. Ed Dalski moved, seconded by Dawn Kalleberg, to nominate Dawn Kalleberg as Vice-President. Kelli Winnie was nominated and elected as Vice-President by a vote of 3-2.

Mr. O'Brien closed the nominations.

The Oath of Allegiance was given to Kelli Winnie as Vice-President of the Board of Education.

Vice-President Winnie assumed the chair.

The Oath of Allegiance was given to Thomas O'Brien as Superintendent.

APPOINTMENTS:

Kelli Winnie moved, seconded by Ed Dalski to approve the following appointments:

1. Clerk of the Board – Thomas J. O’Brien
2. Deputy Clerk of the Board – Marianne Schor
3. Treasurer – Wendy Sprague
4. Records Retention Officer – Wendy Sprague
5. Official Receiver of Court Notices – Thomas J. O’Brien
6. Extra-Classroom Activities Fund Treasurer – Marianne Schor
7. Claims Auditor/Bank Reconciliation Monitor – ONC BOCES Central Business Office
8. Purchasing Agent – Thomas J. O’Brien
9. Deputy Purchasing Agent – Jill Ten Eyck
10. Asbestos Designee – Alan Davis
11. Pesticide Representative – Alan Davis
12. Auditor – Mostert, Manzanero & Scott, LLP
13. Educational Law Attorney – Ferrara Law Firm
14. School Physician – McLaughlin Family Practice
15. Tax Collector – Joan Moore with a stipend of \$6,006
16. Attendance Officer – Jo Hinkley
17. NBT, Wayne Bank and NYLAF as official banks
18. Official Bank Signatures – as attached
19. Regular BOE meetings - 7:00 pm on the dates scheduled as follows:
  - July 11, 2018
  - August 8, 2018
  - September 12, 2018
  - October 10, 2018
  - November 14, 2018
  - December 12, 2018
  - January 9, 2019
  - February 13, 2019
  - March 13, 2019
  - March 27, 2019
  - April 10, 2019
  - May 8, 2019
  - June 12, 2019
20. Chief School Officer to Certify Payroll – Thomas J. O’Brien
21. Official Newspapers - Daily Star, Catskill Mountain News, and Mountain Eagle
22. Newsletter – Wendy Greene, salary as per CSEA contract.
23. Child Nutrition Program Official – Thomas J. O’Brien
24. Child Nutrition Program Reviewing Official – Thomas J. O’Brien
25. Child Nutrition Program Hearing Official – Jill Ten Eyck
26. Child Nutrition Program Verification Official – Thomas J. O’Brien

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27. Anti-Harassment Compliance Officers – Karen Hinkley and Jill Ten Eyck
28. AV Coordinator – Maria Johnson as per RTA contract
29. RCMT Coordinators – Jo Hinkley and Laurie Andrews as per RTA contract
30. Athletic Director – Thomas Faraci as per RTA contract
31. Music Activity Director – Julia Manetta as per RTA contract
32. Homeless Liaison – Jill Ten Eyck
33. Substitute Caller - Deborah Lalosh as per CSEA contract.
34. CASEBP designee – Thomas J. O'Brien
35. Interim CASEBP designee – Wendy Sprague
36. Medicaid Compliance Officer – Wendy Sprague
37. Medicaid Billing Clerk – Wendy Greene with a stipend of \$2,500
38. Title IX Coordinators – Jill Ten Eyck and Karen Hinkley
39. DASA Coordinator - Jo Hinkley
40. District Data Coordinator - Marianne Schor with a stipend of \$3,500
41. Arts in Education Coordinator - Amy Royal with a stipend of \$500

Motion approved unanimously.

FINANCIAL:

Denise Johnston moved, seconded by Kelli Winnie to approve the following:

1. Bonding – Members of the Board, Superintendent, Treasurer, Central Treasurer, Tax Collector, and Principal
2. Petty Cash:
  - a. Petty Cash – General Fund - \$75
  - b. Petty Cash – Cafeteria - \$75
  - c. Extra-Classroom Change Box – \$ 50
  - d. Vending Change Box - \$75
3. Mileage – as per current IRS Rate
4. Transfers – All budget transfers must be approved by the Board prior to payment
5. Equipment Valuation Limits – Set financial value at \$2,000 and insurable value at \$500
6. Impartial Hearing Officer - For 3020a Proceedings - not to exceed \$1,400/day; for Section 75 Proceedings - not to exceed \$1,000/day; and not to exceed \$750 for less than a full day; for Special Ed - \$100/hr.
7. Approve Substitute rates for 2017-18 as attached
8. Approve miscellaneous special rates for 2018-2019 as per attached.
9. Adopt Federal Guidelines for Free and Reduced Price Meals (July 2018-June 2019) as attached

Motion approved unanimously.

Dawn Kalleberg moved, seconded by Kelli Winnie to approve the CSE and CPSE Committees as follows:

CSE-COMMITTEE ON SPECIAL EDUCATION:

1. CSE Chair – Mary Hinkley

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- Alt. CSE Chair – Jill Ten Eyck
- 2. School Psychologist – Katherine Stenglein
- 3. Parent Member - Lela Davis
- 4. Special Education Teacher
- 5. Regular Education Classroom Teacher
- 6. Related Service Provider(s) if applicable
- 7. Secretary – Wendy Greene

CPSE-PRE SCHOOL COMMITTEE FOR SPECIAL EDUCATION:

- 1. CPSE Chair - Mary Hinkley  
School Psychologist – Katherine Stenglein  
Alt. CPSE Chair – Jill Ten Eyck  
Parent Member – Lela Davis
- 2. Classroom Teacher of Student – ex. Head Start, Pre-School and/or SEIT
- 3. Evaluator – if first time referral to CPSE
- 4. County Representative –Kyra Shew as designee
- 5. Related Services Provider(s) if applicable
- 6. Secretary – Wendy Greene

Motion approved unanimously.

Kelli Winnie moved, seconded by Ed Dalski, to approve the following appointments:

REGISTRATION COMMITTEE: \$60 per sitting:

- 1. Maryellen Schuman
- 2. Kathy Sass

ELECTION COMMITTEE:

- 1. Chairperson – Clerk of the Board with the alternate being the Deputy Clerk
- 2. Chief Inspector – Debbie Lalosh - \$60 per election
- 3. Members: 3 per election @ \$60/per each:  
Barbara Vigna  
Margaret Finch  
Anita Miskovsky  
Kathy Sass  
Marianne Schor (alternate)

Motion approved unanimously.

COMMITTEES:

POLICY COMMITTEE:

- Ed Fersch

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- Kelli Winnie

FACILITIES PLANNING COMMITTEE:

- Ed Fersch

CURRICULUM AND INSTRUCTION COMMITTEE:

- Denise Johnston

LABOR MANAGEMENT COMMITTEE

- Ed Fersch
- Kelli Winnie

BUDGET AND FINANCE COMMITTEE

- Ed Dalski
- Denise Johnston

AUDIT COMMITTEE:

- Ed Dalski
- Denise Johnston

RCMT REPRESENTATIVE:

- Ed Dalski

NYSSBA LEGISLATIVE LIASON:

- Ed Fersch

WELLNESS MONITOR TEAM:

- Kelli Winnie
- Dawn Kalleberg

GOALS DEVELOPMENT COMMITTEE:

- Dawn Kalleberg
- Ed Dalski

Kelli Winnie moved, seconded by Dawn Kalleberg, to adjourn the meeting at 7:47. Motion approved unanimously.

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Thomas J. O'Brien, Superintendent

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Edward Fersch, BOE President

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Marianne Schor, Secretary