

The Reorganizational Meeting of the Roxbury Central School District was held on July 11, 2011

Present: Ed Fersch, Will Finch, Tara Poniros and Phil Zorda

Absent: Bonnie Walker

Superintendent: Thomas J. O'Brien

Principal: Eric Windover

Treasurer: Jean M. Menchen

Secretary: Marianne Schor

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

Pledge of Allegiance

OATHS-NOMINATION AND APPOINTMENTS:

Mr. O'Brien administered the oath of faithful performance to Phil Zorda.

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

Will Finch moved, seconded by Phil Zorda to nominate Ed Fersch as President of the Board of Education.

Tom O'Brien closed the nominations.

Will Finch moved, seconded by Phil Zorda to cast one ballot for Ed Fersch as President. Motion approved unanimously.

Tom O'Brien called for nominations for Vice-President, Board of Education. Ed Fersch moved, seconded by Tara Poniros to nominate Bonnie Walker as Vice-President of the Board of Education.

Tom O'Brien closed the nominations.

Ed Fersch moved, seconded by Tara Poniros to cast one ballot for Bonnie Walker as Vice-President, of the Board of Education. Motion approved unanimously.

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

President Fersch assumed the chair.

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

The Oath of Allegiance will be given to Bonnie Walker at the next meeting she attends.

APPOINTMENTS:

Will Finch moved, seconded by Tara Poniros to approve the following appointments:

1. Clerk of the Board – Thomas J. O’Brien
2. Treasurer – Jean M. Menchen
3. Account Clerk to sign checks in the absence of district treasurer – Wendy Sprague
4. Records Retention Officer – Jean M. Menchen
5. Official Receiver of Court Notices – Thomas J. O’Brien
6. Extra-Classroom Activities Fund Treasurer – Marianne Schor
7. Internal Auditor – Management Advisory Group of NY
8. Claims Auditor/Bank Reconciliation Monitor – Maureen Kessel at \$2,986.
9. Purchasing Agent – Thomas J. O’Brien
10. Deputy Purchasing Agent – Eric Windover
11. Asbestos Designee – Alan Davis
12. Pesticide Representative – Alan Davis
13. Auditor – Cwynar & Company
14. Educational Law Attorney – Ferrara Law Firm
15. School Physician – McLaughlin Family Practice
16. Tax Collector – Joan Moore at \$4,904.
17. Attendance Officer – Jessica Prevosti
18. NBT and National Bank of Delaware County as official banks
19. Official Bank Signatures – Thomas O’Brien, Jean Menchen and Wendy Sprague,
Marianne Schor – Student Fund Only
20. Regular BOE meetings- second Wednesday of each month, 7:00 pm
21. Chief School Officer to Certify Payroll – Thomas J. O’Brien
22. Daily Star, Catskill Mountain News, and Mountain Eagle as official newspapers.
23. Newsletter – Wendy Greene, salary as per CSEA contract.
24. Child Nutrition Program Official – Thomas J. O’Brien
25. Child Nutrition Program Reviewing Official – Thomas J. O’Brien
26. Child Nutrition Program Hearing Official – Eric Windover
27. Child Nutrition Program Verification Official – Thomas J. O’Brien
28. Anti-Harassment Compliance Officers – Karen Hinkley and Eric Windover
29. AV Coordinator – Maria Johnson as per RTA contract
30. CDEP Coordinators – Jo Hinkley and Laurie Andrews as per RTA contract
31. Census – Heather Slauson at \$1,580.
32. Athletic Director – Thomas Faraci as per RTA contract
33. Music Activity Director – Carol Ann Dykstra as per RTA contract
34. Webmaster – Jane Ware as per RTA contract
35. Homeless Liaison – Eric Windover
36. Appoint Deborah Lalosh as caller for substitutes, salary per CSEA contract.
37. CASEBP designee – Thomas O’Brien
38. Interim CASEBP designee – Wendy Sprague

39. Medicaid Compliance Officer – Jean Menchen

Motion approved unanimously.

FINANCIAL:

Tara Poniros moved, seconded by Phil Zorda to approve the following:

1. Bonding – Members of the Board, Superintendent, Treasurer, Account Clerk/Wendy Sprague, Central Treasurer, Tax Collector, Internal Claims Auditor, and Principal
2. Petty Cash:
 - a. Petty Cash – General Fund - \$75
 - b. Petty Cash – Cafeteria - \$59
 - c. Extra-Classroom Change Box – \$50
 - d. Vending Change Box - \$51
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 - \$100 per hour
7. Approve Substitute rates for 2011-12 as attached
8. Adopt Federal Guidelines for Free and Reduced Price Meals (July 2011-June 2012) as attached

Motion approved unanimously.

CSE-COMMITTEE ON SPECIAL EDUCATION:

Will Finch moved, seconded by Tara Poniros to approve the CSE Committee as follows:

1. CSE Chair – Mary Lucas
Alt. CSE Chair – Eric Windover
2. School Psychologist – Jon Barber
Parent Advocates-
April Bink
Lela Davis
Laura O'Brien
Virginia Scheer
Antha Tobon
3. Special Education Teacher
4. Regular Education Classroom Teacher
5. Related Service Provider(s) if applicable
6. Secretary – Wendy Greene

Motion approved unanimously.

CPSE-COMMITTEE ON SPECIAL EDUCATION:

Will Finch moved, seconded by Tara Poniros to approve the CPSE Committee as follows:

1. CPSE Chair – Mary Lucas
Alt. CPSE Chair – Eric Windover
School Psychologist – Jon Barber
Parent Members -
April Bink
Lela Davis
Holly Bresee
Virginia Scheer
Antha Tobon
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.

Tara Poniros moved, seconded by Phil Zorda to approve the Registration and Election Committees as follows:

REGISTRATION COMMITTEE:

1. Audrey Townsend
2. Mary Hynes
3. Maryellen Schuman

ELECTION COMMITTEE:

1. Chairperson – President of the Board with the alternate being the vice-president
2. Chief Inspector – Debbie Lalosh
3. Members: Marianne Schor
Patricia Keith
Kathy Sass
Barbara Vigna
Margaret Finch

Motion approved unanimously.

COMMITTEES:

Will Finch moved, seconded by Tara Poniros to approve the following committees:

POLICY COMMITTEE:

- Ed Fersch
- Joe Piasek

FACILITIES PLANNING COMMITTEE:

- Phil Zorda
- Will Finch

CURRICULUM AND INSTRUCTION COMMITTEE:

- Bonnie Walker

LABOR MANAGEMENT COMMITTEE

- Ed Fersch
- Bonnie Walker

BUDGET AND FINANCE COMMITTEE

- Will Finch
- Phil Zorda
- Jim Cuttita

AUDIT COMMITTEE:

- Phil Zorda
- Jim Cuttita
- Tara Poniros

CDEP REPRESENTATIVES

- Tara Poniros

UNIVERSAL PRE-K COMMITTEE REPRESENTATIVE

- Bonnie Walker
- Tara Poniros

NYSSBA LEGISLATIVE LIASON

- Ed Fersch

WELLNESS MONITOR TEAM

- Tara Poniros
- Bonnie Walker

Phil Zorda moved, seconded by Will Finch to adjourn the meeting at 7:15 pm. Motion approved unanimously.

A regular meeting of the Roxbury Central School District Board of Education was held on July 11, 2011 at 7:15 pm.

Present: Ed Fersch, Will Finch, Tara Poniros and Phil Zorda
 Absent: Bonnie Walker
 Superintendent: Thomas J. O'Brien
 Principal: Eric Windover
 Treasurer: Jean M. Menchen
 Secretary: Marianne Schor

President Fersch called the meeting to order at 7:16 pm.

Additions to agenda:

1. Executive Session to discuss legal issues.
2. Under Superintendent's Report – add #5 Safety and Wellness Meeting

Tara Poniros moved, seconded by Will Finch to approve the treasurer's report for June, 2011. Motion approved unanimously.

Treas. Report

Will Finch moved, seconded by Phil Zorda to approve the 2011-2012 AS-7 Contract for BOCES Services. Motion approved unanimously.

**2011/12
 Contract for
 BOCES Ser.**

Will Finch moved, seconded by Tara Poniros to approve the 2011-2012 BOCES Bread Award. Motion approved unanimously.

**DCMO Bread
 Award**

The Fund Balance and Budget Status Review Report were reviewed.

Phil Zorda moved, seconded by Will Finch, to approve the use of funds as outlined in the Preliminary Fund Balance memo. Motion approved unanimously.

**Prelim. Fund
 Balance**

Phil Zorda moved, seconded by Tara Poniros to approve Budget Transfer Schedule # 12 in the amount of \$24,920. Motion approved unanimously.

Budget Transfers

Tara Poniros moved, seconded by Will Finch, to approve the 2011/2012 breakfast/lunch prices for students - \$1.25 for breakfast, \$1.80 for lunch (per NYS Child Nutrition Guidelines), and at \$3.50 for an adult lunch (includes tax). Motion approved unanimously.

**2011-2012
Meal Prices**

Will Finch moved, seconded by Tara Poniros to approve the bills for audit as follows:

Bills

	<u>General Fund</u>	<u>cks</u>	<u>Fed. Fund</u>	<u>cks</u>	<u>School Lunch</u>	<u>cks</u>	<u>Capital Fund</u>	<u>cks</u>
June	\$139,782.31	206	\$ 11,801.26	17	\$ 1,327.45	1	0	0
July	\$267,862.16	46	\$ 3,417.67	3	\$ 3,109.00	12	\$2,000.00	1

Motion approved unanimously.

The internal claims auditor’s findings summary for June, 2011 was attached.

Tara Poniros moved, seconded by Phil Zorda to approve the extra-classroom activity fund report for June, 2011. Motion approved unanimously.

**Extra-Classroom
Activity Fund**

Will Finch moved, seconded by Tara Poniros to approve the minutes of the meeting from 6/8/11 as amended. Motion approved unanimously.

Minutes

Public Comments: None

President’s Report:

1. Ed Fersch & Tom O’Brien attended the Rural Schools Conference in Cooperstown today. They attended workshops on cooperative education, mentoring, mental health and wellness, and the new APPR guidelines. Ed will be returning to the conference tomorrow.
2. The School Board Officers Academy is on August 5th. Ed will be attending.
3. NYSSBA has contacted us regarding the resolution on cyber consolidation. There needs to be some revision before they move ahead.
4. The meeting with the Margaretville and Andes school boards will be on August 8th at Hanah.
5. Policy Manuals – Ed asked the Board to drop their manuals off to Marianne to be updated.

Superintendent’s Report:

1. The Tax Cap has been passed. Tom discussed the impact on next year's budget. He and Jean had sat in on a webinar on this topic last week. Pages from the webinar will be scanned and sent to board members for their information.
2. APPR's – We are waiting on the outcome of the lawsuit filed by NYSUT before beginning APPR's, so as not to do unnecessary paperwork. If the injunction is denied, we will go forward.
3. Tom thanked the Board for attending graduation ceremonies.
4. Speech/OT Position – Last month Tom recommended creating a position for a speech therapist. For several reasons, we are not in a position to pick our own speech therapist at this time. Will add a motion to Superintendent's Recommendations to reverse the June decision. Tom also spoke to Tony Albanese at Margaretville regarding the shared O/T, and was assured that that will be going forward.

Principal's Report:

1. In response to Ed's report on the cooperative education workshop, Eric discussed some of the cooperative learning initiatives we have at RCS including the new science teacher that will teach both in house and from Stamford via D/L or Skype, enabling one of our students to take Physics and one of our math teachers being certified to teach a college-level math class in-house.
2. Discussed partnerships with Gilboa and Margaretville for special ed students, and the partnership with GRLIC and Guy Numann, a Roxbury alum who attributes his enormous success to Roxbury and its teachers, and is dedicated to giving donations to Roxbury to enable students to go on to great things. He and his wife, Pat, also a Roxbury alum, are sponsoring a college fair here on November 7th.
3. Eric gave a PowerPoint presentation on the current Code of Conduct and changes that were suggested by our attorneys.
4. Graduation Cohort Rate – 2006: The preliminary results show that the percentage should be between 83% and 85%. This year's class should stand alone being that there were 31 students graduating. If so, it should give us a 91% rating. A formal presentation will be given when all the data is released from New York State.
5. Eric shared the Regents Exam results with the Board.

Board Comments and Questions: None

Old Business: None

New Business:

A. Superintendent's Recommendations:

1. Will Finch moved, seconded by Tara Poniros, to approve the CROP Memorandum of Understanding for July 1, 2011 through June 20, 2012. Motion approved unanimously.

CROP MOU

2. Will Finch moved, seconded by Phil Zorda, to authorize the Superintendent to sign a contract with Lupini Construction for an amount of up to \$75,400 regarding the wall project. Motion approved unanimously.

Lupini Contract

3. Tara Poniros moved, seconded by Phil Zorda to approve the organizational chart for 2011-12 as amended. Motion approved unanimously.

Organization Chart

4. Phil Zorda moved, seconded by Will Finch, not to create a “speech therapist” position for the 2011-2012 school year and to continue contracting one with BOCES. Motion approved unanimously.

Speech Therapist Position

B. Personnel:

Tara Poniros moved, seconded by Will Finch to approve the following personnel items:

1. Approve the following coaching positions:
 - Boy’s Varsity Soccer – Thomas Faraci as per RTA contract with Greg Funck as a volunteer
 - Boy’s Modified Soccer – Fred Zimmerman as per RTA contract
 - Girl’s Varsity Soccer – Lisa Faraci as per RTA contract
 - Girl’s Modified Soccer – Wendy Greene @ \$2,724.
 - Fall Golf – TBD
2. Approve CSE Chairperson contract with Mary Lucas for July 1, 2011 through June 30, 2012.
3. Approve Connie McAfee as Drama Director for 2011-2012 at \$1,135. Motion approved unanimously.

Other:

Tara Poniros moved, seconded by Phil Zorda to approve the CSE recommendations for the following students:
#’s 9200, 1993, 2757, 2424, 2660, 2757, 2728, 3026, 2934, 2834, 2463, 2581, 3003, 2716, 2423, 2653, 2581, 3064, 2680, 2681, 2407, 2408, 4003, 4004, 2951, 2848, 2883, 2775, 2448, 2717, 4000, 2850, 3057, 2448, 2974, 3078, 1801, 3010. Motion approved unanimously.

CSE

Public Comments: None

Will Finch moved, seconded by Phil Zorda to
Session
enter into executive session at 9:05 pm to discuss legal issues.
Motion approved unanimously.

Into Exec.

Will Finch moved, seconded by Tara Poniros to come out
of executive session at 9:26 pm. Motion approved unanimously.

Out of Exec. Session

Tara Poniros moved, seconded by Phil Zorda to adjourn
the meeting at 9:26 pm. Motion approved unanimously.

Adjourn

Marianne Schor, Secretary

Edward Fersch, BOE President

Thomas J. O'Brien, Superintendent