

The Reorganizational Meeting of the Roxbury Central School District was held on July 7, 2010

Present: Ed Fersch, Jim Cuttita, Will Finch, and Bonnie Walker.

Absent: Tara Poniros and Eric Windover

Superintendent: Thomas J. O'Brien

Treasurer: Jean M. Menchen

Secretary: Wendy Sprague

The meeting was called to order at 7:21 pm by Superintendent Thomas O'Brien.

Pledge of Allegiance

OATHS-NOMINATION AND APPOINTMENTS:

Mr. O'Brien administered the oath of faithful performance to Ed Fersch.

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

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

Tom O'Brien closed the nominations.

Jim Cuttita moved, seconded by Bonnie Walker 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 Bonnie Walker to nominate Jim Cuttita as Vice-President of the Board of Education.

Tom O'Brien closed the nominations.

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

The Oath of Allegiance was given to Ed Fersch as President and Jim Cuttita as Vice President of the Board of Education.

President Fersch assumed the chair.

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

APPOINTMENTS:

Will Finch moved, seconded by Jim Cuttita 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 – Cherie Serrie
7. Internal Auditor – Management Advisory Group of NY
8. Claims Auditor/Bank Reconciliation Monitor – Maureen Kessel at \$2,893.
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 – TBD
16. Tax Collector – Joan Moore at \$4,752.
17. Attendance Officer – TBD
18. NBT and National Bank of Delaware County as official banks
19. Official Bank Signatures – Thomas O'Brien, Jean Menchen and Wendy Sprague.
20. Second Wednesday of each month, 7:00 pm regular BOE meetings
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 \$1,531.
32. Athletic Director – Thomas Faraci as per RTA contract
33. Music Activity Director – TBD
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.

Motion approved unanimously.

FINANCIAL:

Bonnie Walker moved, seconded by Will Finch 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 pending revision of policy 5530
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 2010-11 as attached
8. Adopt Federal Guidelines for Free and Reduced Price Meals (July 2010-June 2011) as attached

Motion approved unanimously.

CSE-COMMITTEE ON SPECIAL EDUCATION:

Bonnie Walker moved, seconded by Will Finch to approve the CSE Committee as follows:

1. CSE Chair – Mary Lucas
Alt. CSE Chair – Eric Windover
2. School Psychologist – Jon Barber
Parent Advocates-
Lela Davis
Richard Dykstra
Kellie Sullivan
Laura O'Brien
Holly Bresee
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:

Bonnie Walker moved, seconded by Will Finch to approve the CPSE Committee as follows:

1. CSE Chair – Mary Lucas
Alt. CSE Chair – Eric Windover
7. School Psychologist – Jon Barber
Parent Advocates-
Lela Davis
Richard Dykstra
Kellie Sullivan
Laura O'Brien
Holly Bresee
8. Special Education Teacher
9. Regular Education Classroom Teacher
10. Related Service Provider(s) if applicable
11. Secretary – Wendy Greene

Motion carried.

Jim Cuttita moved, seconded by Bonnie Walker 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 – TBD
3. Members: Dorothy Carroll
Patricia Keith
Kathy Sass
Barbara Vigna
Debbie Lalosh
Margaret Finch

Motion approved unanimously.

COMMITTEES:

Will Finch moved, seconded by Jim Cuttita to approve the following committees:

POLICY COMMITTEE:

- Ed Fersch
- Jim Cuttita
- Joe Piasek

FACILITIES PLANNING COMMITTEE:

- Jim Cuttita
- Will Finch

CURRICULUM AND INSTRUCTION COMMITTEE:

- Bonnie Walker
- Jim Cuttita

LABOR MANAGEMENT COMMITTEE

- Ed Fersch
- Tara Poniros

BUDGET AND FINANCE COMMITTEE

- Jim Cuttita
- Will Finch
- Phil Zorda

AUDIT COMMITTEE:

- Phil Zorda
- Jim Cuttita
- Nancy Slauson

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

Motion approved unanimously.

Bonnie Walker moved, seconded by Will Finch to adjourn the meeting at 7:20 pm. Motion approved unanimously.

A regular meeting of the Roxbury Central School District Board of Education was held on July 7, 2010 at 7:21 pm.

Present: Ed Fersch, Jim Cuttita, Will Finch, and Bonnie Walker.
Absent: Tara Poniros and Eric Windover
Superintendent: Thomas J. O'Brien
Treasurer: Jean M. Menchen
Secretary: Wendy Sprague

President Fersch called the meeting to order at 7:21 pm.

Additions to agenda: Executive Session to discuss student issues and the employment history of a particular employee.

Jim Cuttita moved, seconded by Will Finch to approve the treasurer's report for June, 2010. Motion approved unanimously.

Treas. Report

Bonnie Walker moved, seconded by Jim Cuttita to approve the 2010-2011 AS-7 Contract for BOCES Services. Motion approved unanimously.

**2010/11
Contract for
BOCES Ser.**

A Fund Balance and Budget Status Review Report were distributed.

Jim Cuttita moved, seconded by Will Finch to approve the following budget transfers:

Budget Transfers

- Budget Transfer Schedule # 11 in the amount of \$13,320
- Budget Transfer Schedule #12 in the amount of \$248,199

Motion approved unanimously.

Bonnie Walker moved, seconded by Will Finch to award Freihofer the 2010-11 Bread & Bread Products award. Motion approved unanimously.

Bread Award

Bonnie Walker moved, seconded by Jim Cuttita to approve the bills for audit as follows:

Bills

	General Fund	cks	School Lunch	cks	Fed. Fund	cks	Debt Ser	cks
June	\$ 99,818.66	70	\$ 279.18	3	\$ 13,270.37	10	\$ 0	0
July	\$ 257,342.05	32	\$ 2.22	0	\$ 1,183.70	3	\$ 51,400.	1

	Capital Fund	cks
June	\$ 308,892.50	20
July	\$	0

Motion approved unanimously.

The internal claims auditor's findings summary for June, 2010 was attached.

Bonnie Walker moved, seconded by Will Finch to approve the extra-classroom activity fund report for June, 2010.

Extra-Classroom Activity Fund

Motion approved unanimously.

Jim Cuttita moved, seconded by Will Finch to approve the minutes of the meeting from 6/9/10 as amended. Motion approved unanimously.

Minutes

Public Comments: None

President's Report: None

Superintendent's Report:

1. Tom gave an update on the Roof Project and the latest status on the State Budget.
2. A letter was received from DOT regarding the percentage of busses passing inspection.
3. Tom gave an ONC BOCES update. Nancy Noonan and Suzanne Feldberg are retiring.
4. Programs previously held at So. Kortright and Stamford schools will now be held at NCOC for the 2010/11 school year.

Board Comments and Questions: None

Old Business:

1. Catskill Area Study Council School Boards Institute Summer Workshop will be held on July 20.

New Business:

Superintendent's Recommendations:

Jim Cuttita moved, seconded by Bonnie Walker to approve the organizational chart for 2010-11 as attached. Motion approved unanimously.

Organization Chart

Bonnie Walker moved, seconded by Will Finch to authorize signing the Utility Easement for Lake Street. Motion approved unanimously.

Lake Street Improvement Project

Bonnie Walker moved, seconded by Jim Cuttita to approve the agreement with MTC for broadband services to the bus garage. Motion approved unanimously.

MTC Broadband Service to Bus Garage.

Bonnie Walker moved, seconded by Will Finch to award the following bids:

Bids

Baldwin Piano: Denise Johnston - \$177.00
200 Dodge Grand Caravan: Joshua Ballard - \$522.00
Motion approved unanimously.

Bonnie Walker moved, seconded by Will Finch to approve the following personnel items:

1. Approve Marianne Schor in the position as Confidential Secretary to the Superintendent at \$29,000 per year as of August 16, 2010.
2. Approve Jennifer Watson, 253 Blenheim Hill Rd., Stamford, NY in a two year probationary appointment in an elementary position at MS, Step 2.
3. Approve Jessica Boyer, 292 State Route 214, Chichester, NY in a three year probationary appointment in Biology 7-12 at MS, Step 1.
4. Approve Cynthia Lawrence for providing special assignment support to the superintendent of schools on 6/28/10 at 1/200th of her annual salary, retroactive to 6/28/10.
5. Approve Richard Millington to attend food bid award meeting on 7/13/10 with ½ day pay plus mileage.
6. 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 @ \$2,619.
 - Fall Golf – Greg Funck as per RTA contract
7. Approve the following class advisors, which will also served as student fund advisors for the Class of Class of 2015 – 7th
 - Cheryl Hadden as per RTA contract.
 - Kristi Hadden @ \$563.
 8. Approve the following as summer tutors from 7/6/10 – 8/13/10 (not to exceed 10 hours total per week)
 - Heather Walts as per the RTA contract
 - Rinda Robillard-Mattice as per the RTA contract
 - Carol Meckes at \$30/hr.
 - Denise Johnston as per the RTA contract
 9. Approve Cathy Rappleyea as a substitute teacher for 2010-2011.
 10. Approve CSE Chairperson contract with Mary Lucas for 2010-2011.
 11. Approve Logan Coss as a substitute summer custodial worker @ \$7.25 per hour.
 12. Approve Jessica Johnson in a three year probationary appointment as a Elementary Teacher (Pre-K-6), at MA, Step 5.

Motion approved unanimously.

Other:

Jim Cuttita moved, seconded by Bonnie Walker to accept a cash donation of \$237 from the employees of Hannah Resort to assist with the RCS Character Education Program. Motion approved unanimously.

Donation Hannah Resort

Bonnie Walker moved, seconded by Will Finch to approve the revision to Policy # 5530 – Petty Cash Funds and Cash in School Buildings. Motion approved unanimously.

Policy # 5530 Revised

Bonnie Walker moved, seconded by Will Finch to approve the CSE recommendations for the following students: #'s 3064, 2581, 1801, 2583, 2884, 2883, 2885, 2379, 2848, 2195, 2717, 2716, 2974, 2970, 2424, 2951, 3037, 2681, 2704, 3043, 2423, 2955, 2870, and 2834. Motion approved unanimously.

CSE

Public Comments: None

Bonnie Walker moved, seconded by Will Finch to enter into executive session at 8:14 pm to discuss a student issue and the employment history of a particular employee. Motion approved unanimously.

Into Exec. Session

Bonnie Walker moved, seconded by Will Finch to come out of executive session at 8:18 pm. Motion approved unanimously.

Out of Exec. Session

Jim Cuttita moved, seconded by Will Finch to adjourn the meeting at 8:18 pm. Motion approved unanimously.

Adjourn

Wendy Sprague, Acting Secretary

Edward Fersch, BOE President

Thomas J. O'Brien, Superintendent