

**Roxbury Central School
Board of Education Agenda
Organizational Meeting
July 9, 2008**

Meeting called to order

Dr. Carr

Pledge of Allegiance

OATHS-NOMINATIONS AND APPOINTMENTS:

- | | | |
|----|--|-----------------|
| 1. | Administer oath of faithful performance to Will Finch | |
| 2. | Nominations for President of Board | Dr. Carr |
| 3. | President assume chair – call for nominations for Vice President | |
| 4. | Administer oath of faithful performance to President
& Vice President | Dr. Carr |
| 5. | Administer oath of faithful performance to Superintendent | Board President |

APPOINTMENTS:

1. Clerk of the Board – Craig G. Carr
2. Treasurer – Jean M. Menchen
3. Account Clerk / Typist – Patricia Snyder
4. Records Retention Officer – Jean M. Menchen
5. Official Receiver of Court Notices – Craig G. Carr
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 \$2,682
9. Purchasing Agent – Craig G. Carr
10. Deputy Purchasing Agent – Thomas O'Brien
11. Asbestos Designee – Alan Davis
12. Pesticide Representative – Alan Davis
13. Auditor – Cwynar & Company
14. Educational Law Attorney – Ferrara Law Firm
15. School Physician – w/MMH w/ services provided by Margaretville Mem. Hospital at \$3,500
16. Tax Collector – Joan Moore at \$4,407
17. Attendance Officer – Marianne Schor.
18. NBT and National Bank of Delaware County as official banks
19. Official Bank Signatures – as attached
20. Second Wednesday of each month, 7:00 pm regular BOE meetings
21. Chief School Officer to Certify Payroll – Craig G. Carr
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 – Craig G. Carr
25. Child Nutrition Program Reviewing Official – Craig G. Carr
26. Child Nutrition Program Hearing Official – Thomas J. O'Brien
27. Child Nutrition Program Verification Official – Craig G. Carr
28. Anti-Harassment Compliance Officers – Karen Hinkley and Thomas O'Brien

29. AV Coordinator – Maria Johnson as per RTA contract
30. CDEP Coordinators – Jo Hinkley and Laurie Andrews as per RTA contract
31. Census – TBD
32. Athletic Director – Thomas Faraci as per RTA contract
33. Music Activity Director – Mike McAfee as per RTA contract
34. Webmaster – Jane Ware as per RTA contract

FINANCIAL:

1. Bonding – Members of the Board, Superintendent, Treasurer, Account Clerk/Typist, Central Treasurer, Tax Collector, Internal Claims Auditor, and Principal
2. Appoint Patricia Snyder as caller for substitutes, salary per CSEA contract.
3. Petty Cash – Establish a fund of \$75.00 for the General Fund and a petty cash of \$40.00 for the Cafeteria Fund.
4. Establish an extracurricular change box, not to exceed \$50.00
5. Mileage – IRS Rate 58 ½ cents per mile
6. Transfers – All budget transfers must be approved by the Board prior to payment
7. Equipment Valuation Limits – Set financial value at \$2,000 and insurable value at \$500
8. Impartial Hearing Officer - \$100 per hour
9. Approve Substitute rates for 2008-09 as attached
10. Adopt Federal Guidelines for Free and Reduced Price Meals (July 2008-June 2009) as attached

CSE-COMMITTEE ON SPECIAL EDUCATION: NEED TO ASK PAT

1. CSE Chair - Patricia Zambri
Alt. CSE Chair - Thomas O'Brien
2. School Psychologist – Jon Barber
Parent Advocates-
Lela Davis
Richard Dykstra
Kellie Sullivan
Veshti Snyder
Laura O'Brien
3. Special Education Teacher
4. Regular Education Classroom Teacher
5. Related Service Provider(s) if applicable
6. Secretary – Wendy Greene

CPSE-PRE SCHOOL COMMITTEE FOR SPECIAL EDUCATION:

1. CPSE Chair - Patricia Zambri
School Psychologist – Jon Barber
Alt. CPSE Chair - Thomas O'Brien
Parent Members –
Lela Davis
Richard Dykstra
Kellie Sullivan
Veshti Snyder
Laura O'Brien

2. Classroom Teacher of Student – ex. Head Start, Pre-School and/or SEIT
3. Evaluator – if first time referral to CPSE
4. County Representative – Meghann Andrews-Whitaker as designee
5. Related Services Provider(s) if applicable
6. Secretary – Wendy Greene

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 – Cherie Serrie
3. Members: Dorothy Carroll
Lucci Kelly
Rita Zorda
Patricia Keith
Barbara Vigna
Connie Cuttita
Cherie Serrie
Kathy Sass

POLICY COMMITTEE:

FACILITIES PLANNING COMMITTEE:

CURRICULUM AND INSTRUCTION COMMITTEE:

LABOR MANAGEMENT COMMITTEE

BUDGET AND FINANCE COMMITTEE

AUDIT COMMITTEE:

CDEP REPRESENTATIVE

UNIVERSAL PRE-SCHOOL COMMITTEE REPRESENTATIVE

NYSSBA LEGISLATIVE LIASON

Adjournment