

**Roxbury Central School
Board of Education Agenda
Organizational Meeting
July 1, 2019**

Meeting called to order

Tom O'Brien

Pledge of Allegiance

OATHS-NOMINATIONS AND APPOINTMENTS:

- | | | |
|----|---|-----------------|
| 1. | Administer oath of faithful performance to Edward Dalski | |
| 2. | Nominations for President of Board | Tom O'Brien |
| 3. | Administer oath of faithful performance to President | |
| 4. | Nominations for Vice President of Board | Tom O'Brien |
| 5. | Administer oath of faithful performance to Vice President | |
| 6. | President assume chair | Tom O'Brien |
| 7. | Administer oath of faithful performance to Superintendent | Board President |

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, with fee schedule as attached
14. School Physician – McLaughlin Family Practice
15. Tax Collector – Joan Moore with a stipend of \$6,277
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 10, 2019
 - August 4, 2019
 - September 11, 2019
 - October 9, 2019

- November 13, 2019
- December 11, 2019
- January 8, 2020
- February 12, 2020
- March 11, 2020
- March 25, 2020
- April 8, 2020
- May 13, 2020
- June 10, 2020

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
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. McKinney-Vento/Foster Care Liaison – Jill Ten Eyck
33. Substitute Caller – Wendy Greene 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 \$3,995
41. Arts in Education Coordinator - Amy Royal with a stipend of \$588
42. Wellness Coordinator: Karen Hinkley
43. Substance Abuse Drug Liaisons – Jo Hinkley and Karen Hinkley
44. Title I/ESSA Co-ordinator – Thomas J. O’Brien
45. Chief Emergency Officer – Thomas J. O’Brien
46. Chemical Hygiene Officer – Alan Davis
47. Website Accesibility Contact – Marianne Schor

FINANCIAL:

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
- 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 2019-20 as attached
- 8. Approve miscellaneous special rates for 2019-2020 as per attached.
- 9. Adopt Federal Guidelines for Free and Reduced Price Meals (July 2019-June 2020) as attached

CSE-COMMITTEE ON SPECIAL EDUCATION:

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

REGISTRATION COMMITTEE: \$60 per sitting:

- 1. Maryellen Schuman
- 2. Kathy Sass

ELECTION COMMITTEE:

- 1. Chairperson – District Clerk 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
Marianne Schor (alternate)

POLICY COMMITTEE:

FACILITIES PLANNING COMMITTEE:

CURRICULUM AND INSTRUCTION COMMITTEE:

LABOR MANAGEMENT COMMITTEE

BUDGET AND FINANCE COMMITTEE

AUDIT COMMITTEE:

RCMT REPRESENTATIVE

NYSSBA LEGISLATIVE LIASON

WELLNESS AND SAFETY COMMITTEE MONITORING

BOARD GOALS COMMITTEE

Adjournment

Upcoming Events: July 8th – Summer Program Begins

Next Meeting: July 10, 2019