

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

The Reorganizational Meeting of the Roxbury Central School District was held on July 1, 2019.

Present: Ed Fersch, Kelli Winnie, Denise Johnston and Dawn Kalleberg
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 Edward Dalski.

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.

Dawn Kalleberg moved, seconded by Kelli Winnie 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 Dalski moved, seconded by Ed Fersch to nominate Dawn Kalleberg as Vice-President of the Board of Education.

Mr. O'Brien closed the nominations.

Ed Fersch moved, seconded by Denise Johnston to cast one ballot for Dawn Kalleberg as Vice-President. Motion approved unanimously.

The Oath of Allegiance was given to Dawn Kalleberg as Vice-President of the Board of Education.

Vice-President Kalleberg 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, with fee schedule as attached
14. School Physician – McLaughlin Family Practice
15. Tax Collector – Joan Moore with a stipend of \$6,277
16. NBT, Wayne Bank and NYLAF as official banks
17. Official Bank Signatures – as attached
18. Regular BOE meetings - 7:00 pm on the dates scheduled as follows:
 - July 10, 2019
 - August 14, 2019
 - September 18, 2019
 - October 9, 2019
 - November 13, 2019
 - December 11, 2019
 - January 8, 2020
 - February 12, 2020
 - March 11, 2020
 - March 25, 2020
 - April 15, 2020
 - May 13, 2020
 - June 10, 2020
19. Chief School Officer to Certify Payroll – Thomas J. O’Brien
20. Official Newspapers - Daily Star, Catskill Mountain News, and Mountain Eagle
21. Newsletter – Wendy Greene, salary as per CSEA contract.
22. Child Nutrition Program Official – Thomas J. O’Brien
23. Child Nutrition Program Reviewing Official – Thomas J. O’Brien
24. Child Nutrition Program Hearing Official – Jill Ten Eyck
25. Child Nutrition Program Verification Official – Thomas J. O’Brien
26. Anti-Harassment Compliance Officers – Karen Hinkley and Jill Ten Eyck
27. AV Coordinator – Maria Johnson as per RTA contract

28. Athletic Director – Thomas Faraci as per RTA contract
29. Music Activity Director – Julia Manetta as per RTA contract
30. McKinney-Vento/Foster Care Liaison – Jill Ten Eyck
31. Substitute Caller – Wendy Greene as per CSEA contract.
32. CASEBP designee – Thomas J. O’Brien
33. Interim CASEBP designee – Wendy Sprague
34. Medicaid Compliance Officer – Wendy Sprague
35. Medicaid Billing Clerk – Wendy Greene with a stipend of \$2,500
36. Title IX Coordinators – Jill Ten Eyck and Karen Hinkley
37. DASA Coordinator - Jo Hinkley
38. District Data Coordinator - Marianne Schor with a stipend of \$3,995
39. Arts in Education Coordinator - Amy Royal with a stipend of \$588
40. Wellness Coordinator: Karen Hinkley
41. Title I/ESSA Coordinator – Thomas J. O’Brien
42. Chief Emergency Officer – Thomas J. O’Brien
43. Chemical Hygiene Officer – Alan Davis
44. Website Accessibility Contact – Marianne Schor

Motion approved unanimously.

Attendance Officer, RCMT Coordinators and Substance Abuse Liaison appointments were tabled.

FINANCIAL:

Dawn Kalleberg 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
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.

Motion approved unanimously.

Adoption of Federal Guidelines for Free and Reduced Price Meals (July 2019-June 2020) was tabled.

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
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

Motion approved unanimously.

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

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
Kathy Sass
Marianne Schor (alternate)

Motion approved unanimously.

COMMITTEES:

POLICY COMMITTEE:

- Ed Fersch

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

- Dawn Kalleberg

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

BOARD GOALS DEVELOPMENT COMMITTEE:

- Dawn Kalleberg

Dawn Kalleberg moved, seconded by Kelli Winnie, to adjourn the meeting at 7:29. Motion approved unanimously.

Thomas J. O'Brien, Superintendent

Edward Fersch, BOE President

Marianne Schor, Secretary