

**Roxbury Central School
Board of Education Agenda
Organizational Meeting
July 2, 2018**

Meeting called to order

Tom O'Brien

Pledge of Allegiance

OATHS-NOMINATIONS AND APPOINTMENTS:

- | | | |
|----|---|-----------------|
| 1. | Administer oath of faithful performance to Dawn Kalleberg | |
| 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
14. School Physician – McLaughlin Family Practice
15. Tax Collector – Joan Moore with a stipend of \$6,006
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 11, 2018
 - August 8, 2018
 - September 12, 2018
 - October 10, 2018

- November 14, 2018
- December 12, 2018
- January 9, 2019
- February 13, 2019
- March 13, 2019
- March 27, 2019
- April 10, 2019
- May 8, 2019
- June 12, 2019

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. Homeless Liaison – Jill Ten Eyck
33. Substitute Caller - Deborah Lalosh 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 \$3,500
41. Arts in Education Coordinator - Amy Royal with a stipend of \$500

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
 - d. Vending Change Box - \$75
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 2017-18 as attached
8. Approve miscellaneous special rates for 2018-2019 as per attached.
9. Adopt Federal Guidelines for Free and Reduced Price Meals (July 2018-June 2019) as attached

CSE-COMMITTEE ON SPECIAL EDUCATION:

1. CSE Chair – Mary Hinkley
Alt. CSE Chair – Jill Ten Eyck
2. School Psychologist – Katherine Leahy
3. Parent Advocate - Lela Davis
4. Special Education Teacher
5. Regular Education Classroom Teacher
6. Related Service Provider(s) if applicable
7. Secretary – Wendy Greene

CPSE-PRE SCHOOL COMMITTEE FOR SPECIAL EDUCATION:

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

REGISTRATION COMMITTEE: \$60 per sitting:

1. Maryellen Schuman
2. Kathy Sass

ELECTION COMMITTEE:

1. Chairperson – President of the Board with the alternate being the vice-president
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

Adjournment

Upcoming Events: July 2nd – Summer Programs Begin

Next Meeting: July 11, 2018