

MENANDS UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION
Reorganizational Meeting
July 12, 2010
5:30 p.m. - Executive Session
6:30 p.m. - Public Session

I. MEETING CALLED TO ORDER

II. MOTION TO ENTER INTO PUBLIC SESSION

III. MOTION TO ENTER INTO EXECUTIVE SESSION

IV. MOTION TO ADJOURN EXECUTIVE SESSION

V. MOTION TO RE-ENTER PUBLIC SESSION

VI. ROLL CALL

VII. PLEDGE OF ALLEGIANCE

VIII. REORGANIZATIONAL MEETING

A. The Clerk administers the Oath of Office to Evelyn M. Harris, the newly-elected Board member.

B. Election of Board officers.

The Clerk entertains nominations for President of the Board of Education.

The Clerk administers the Oath of Office to the newly-elected President.

The President of the Board entertains nominations for Vice-President of the Board of Education.

The President administers the Oath of Office to the Vice-President.

C. Superintendent of Schools

The President of the Board administers the Oath of Office to Ms. Kathy Meany, Superintendent of Schools.

D. Appointment of officers

The following officers are recommended for the 2010-2011 school year:

1. District Treasurer (Antonietta Schroeder)
2. District Clerk (Patricia M. Miller)

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District appoint Antonietta Schroeder to serve as District Treasurer for the 2010-2011 school year.

The President administers the Oath of Office to Mrs. Schroeder.

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District appoint Patricia Miller to serve as District Clerk for the 2010-2011 school year.

The President administers the Oath of Office to Mrs. Miller.

E. Appointments

The following appointments are recommended for the 2010-2011 school year:

School Physician: Henry Tomiak, M.D., to serve as School District Physician for the 2010-2011 school year with an annual contract of \$1,500 per year. (See attached memo from Mr. Knaust dated 7/16/10.)

Committee on Special Education and the Committee on Preschool Special Education for the 2010-2011 school year:

COMMITTEE ON SPECIAL EDUCATION

Kate Wasserman	Chairperson
Henry Tomiak, M.D.	School Physician
Ashley Doin	Speech and Language Teacher
Andrea Gray	School Psychologist
Mindy Waldron	Special Education teacher
Donna Graham	Special Education teacher
TBA	Parent

COMMITTEE ON PRESCHOOL SPECIAL EDUCATION

Kate Wasserman	Chairperson
Melissa Mitchell	Parent
(Varies)	Albany County Representative
(Varies)	Special Education Teacher

Hearing Officer: The Board of Education of the Menands Union Free School District will follow the State regulations when an impartial hearing officer is needed for CSE/CPSE.

Title IX, Section 504 Compliance Coordinators and ADA Designee: Antonietta Schroeder as Title IX, Section 504 Compliance Coordinator and ADA Act Designee at no additional remuneration for the 2010-2011 school year.

Central Treasurer of the Extra-Curricular Activities Fund: Selvi Jayakumar as Central Treasurer of the Extra-Curricular Activities Fund.

Claims Auditor: Lisa Buoniconto as Claims Auditor at a rate of \$30.00 per hour.

Records Access Officer: Kathy Meany as Records Access Officer.

Homeless Coordinator: Cheri Vandenberg as Homeless Coordinator.

Asbestos Hazard Emergency Response Designee/School Pesticide Officer - Scott Losee as Asbestos Hazard Emergency Response Designee/School Pesticide Officer.

Resolution: BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve the appointments for the 2010-2011 school year.

F. Designations

The following designations are recommended for the 2010-2011 school year:

That the regular monthly meeting be held at 6:30 on the second Monday of each month with the exception of September 20, 2010 and October 18, 2010. The Reorganizational Meeting will be held on July 11, 2011.

That NBT Bank and Key Bank be the official depositories for 2010-2011.

That the Times Union and the Troy Record be the official newspapers for 2010-2011.

The the firm of Dorfman-Robbie, CPAs be the external auditors for the 2010-2011 school year as originally approved at the 3/10/08 Board of Education meeting.

That the Superintendent and staff be authorized to prepare and submit applications for federal programs and to accept federal monies that may result from the filing of such applications, with acceptance being subject to final approval by the Board of Education. The person designated to execute Public Law 81-874 for the district will be the Superintendent of Schools.

That the salary schedule and terms and conditions statements for non-instructional employees be maintained as per the 2009-2010 school year pending settlement of the contract with the Menands Association of Teachers.

That the mileage rate for approved use of a personal vehicle for school business be set at the fixed rate allowed by the IRS.

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve designations as listed for the 2010-2011 school year.

G. Authorizations

The following authorizations are recommended for the 2010-2011 school year

That the Superintendent, and the Principal in the absence of the Superintendent, certify payroll for the 2010-2011 school year.

That the Superintendent, and the Principal in the absence of the Superintendent, approve purchase orders as the purchasing agent for the 2010-2011 school year.

That the Superintendent be approved to authorize contracts for the school district up to a limit of \$5,000.

To establish a General Fund petty cash account in the amount of \$100.00 for the school year 2010-2011 and designate Patricia M. Miller as the custodian of the petty cash account. The Superintendent must approve expenditures from this account.

Approve the Superintendent's attendance at District Superintendents' meetings and authorize the Superintendent to approve attendance of other employees at conferences for the 2010-2011 school year.

For the Superintendent to make necessary intra fund and inter fund transfers for the 2010-2011 school year to a limit of \$10,000.

That all school district checks for an amount less than \$100,000.00 may be signed by the District Treasurer. Checks over \$100,000.00 must be co-signed by the Superintendent. The Board-appointed Claims Auditor will approve the monthly bills prior to the issuance of checks, with the exception of payroll, utilities and Worker's Compensation insurance.

That the District Treasurer purchase certificates of deposit and money market certificates for the 2010-2011 school year through Bank of America, NBT, HSBC, Citizens Bank, First Niagara or Key Bank.

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve the authorizations as listed.

H. Bonding of personnel

The following bonding of personnel is recommended for the 2010-2011 school year:

The bonding of the District Treasurer and Central Treasurer in the amount of \$200,000.

That all employees be bonded in the amount of \$100,000 under a Public School System Employee Blanket Bond.

That the District will hold membership in N.Y.S.S.B.A., C.A.S.D.A., N.Y.S.A.S.B.O., and N.Y.S.C.O.S.S.

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve the recommendations as listed.

IX. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS

Just a reminder for those members of the public in attendance. This is one of two opportunities afforded members of the public to comment on or inquire about agenda items. Members of the public also have an opportunity at the end of the evening's agenda to ask questions or voice concerns or comments on matters not formally noted on the agenda. We appreciate everyone's cooperation.

X. APPROVAL OF MINUTES

XI. BUSINESS MATTERS

Business Office for Information

Business Office for Approval

Budget Transfer, Treasurer's Report

Instructional Contracts - North Colonie Central School District and Watervliet City School District

Special Education Services Contract - Service Connections, Inc.

2010 Summer School - Langan School - Center for Disability Services

XII. PERSONNEL MATTERS

Abolishment of Remedial Reading Teaching Position

Reappointments

.5 (FTE) Technology/Home & Careers - Fonda Thompson

.6 (FTE) ESL Teacher - Rita Bartlett

School Counselor .6 (FTE) - Cheri Vandenberg

School Psychologist .4 (FTE) - Andrea Gray

Substitute Teachers - BOCES

Appointments

.8 Speech Teacher and .2 Coordinator of Afterschool Tutoring

Program/Chairperson of Instructional Support Team - Ashley Doin

Summer Curriculum Projects

Nurse/Clerical Substitutes

2010-2011 Clerical Substitutes/Summer and Vacation Periods

XIII. BOARD OF EDUCATION MATTERS

2010-2011 School Calendar

Claims Auditor Policy 6665 - Second Reading

Procurement Policy 6700, 6700-R - Annual Review

CSE/CPSE Recommendations

Tech Valley High School

Approval of Credit Hours - Dan Carroll

2010-2011 Substitute Pay Rates

Grade 8 Trip to Camp Chinghackgook

Capital Region BOCES Board - Special Election

XIV. STUDENT MATTERS

XV. UPDATES

XVI. CONFERENCES

XVI. MISCELLANEOUS

XVII. SUPERINTENDENT'S COMMENTS

- Update on construction project

XVIII. COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

XIX. INFORMATIONAL MATERIAL

Next Board Meeting: August 9, 2010

XX. MOTION TO ADJOURN