

MENANDS UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION
Reorganizational Meeting
July 9, 2018

**A Board member will participate via video conference from the location:*

Aulani Disney Resort
92-1185 Ali'inui Dr, Kapolei, HI 96707

Presiding – Clerk of the Board

A. The Clerk administered the Oath of Office to Jeff Masline, re-elected to a five-year term on the Board of Education.

B. Election of Board officers.

The Clerk entertained nominations for President of the Board of Education. Jennifer Wilson made a motion seconded by John Diefenderfer to nominate Jeff Masline as President of the Board of Education. Motion carried.

The Clerk administered the Oath of Office to Mr Masline.

The Clerk entertained nominations for Vice-President of the Board of Education. Jennifer Wilson made a motion seconded by John Diefenderfer to nominate Bill Nevins as Vice-President of the Board of Education. Motion carries.

The Clerk administered the Oath of Office to Mr. Nevins.

C. Superintendent of Schools

The Clerk administered the Oath of Office to Dr. Maureen A. Long, Superintendent of Schools.

D. Appointment of school district officers

The following school district officers are recommended for the 2018-2019 school year:

1. District Treasurer (Kathy Cietek)
2. Deputy Treasurer (Jeanne Mentipty)
3. District Clerk (Jeanne Mentipty)
4. Deputy District Clerk (Aileen Nicoll)

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District appoint Kathy Cietek to serve as District Treasurer for the 2018-2019 school year.

The Clerk administered the Oath of Office to Mrs. Cietek.

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District appoint Jeanne Mentipty to serve as Deputy Treasurer and District Clerk for the 2018-2019 school year.

Dr. Long administered the Oath of Office to Ms. Mentipty

Resolution BE IT RESOLVED that the Board of Education of the Menands Union Free School District appoint Aileen Nicoll to serve as Deputy District Clerk for the July 9, 2018 reorganizational and regular board meetings.

Dr. Long administered the Oath of Office to Ms. Nicoll.

The meeting was turned over to the President of the Board of Education.

E. Appointments

The following appointments are recommended for the 2018-2019 school year:

School Physician: Koinonia Primary Care, Inc. to serve as health care professionals for the 2018-2019 school year with an annual contract of \$1,000 per year.

Committee on Special Education and the Committee on Preschool Special Education for the 2018-2019 school year:

COMMITTEE ON SPECIAL EDUCATION

Jennifer Cannavo	Chairperson
Antonieta Schroeder	Principal
Robert Paeglow, MD	School Physician
Heather Aragona	Speech and Language Teacher
Amy Abatto	School Psychologist
Mindy Waldron	Special Education Teacher
Donna Graham	Special Education Teacher
Kate Wasserman	Special Education Teacher

COMMITTEE ON PRESCHOOL SPECIAL EDUCATION

Jennifer Cannavo	Chairperson
Antonieta Schroeder	Principal
(Varies)	Albany County Representative
(Varies)	Special Education Teacher

AUDIT COMMITTEE

Paula Brennan
Joe Kelley
Chuck Price

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 2018-2019 school year.

Dignity for All Schools Act Coordinators: Antonietta Schroeder and Cheri VandenBerg as Dignity for All Schools Act Coordinators for the 2018-2019 school year.

Central Treasurer of the Extra-Curricular Activities Fund: Jeanne Mentipty as Central Treasurer of the Extra-Curricular Activities Fund.

Purchasing Agent and Deputy Purchasing Agent: Maureen Long as Purchasing Agent and Antonietta Schroeder as Deputy Purchasing Agent.

Records Access Officer: Kathy Cietek as Records Access Officer.

Records Management Officer: Kathy Cietek as Records Management Officer.

McKinney-Vento Liaison: Cheri VandenBerg as McKinney-Vento Liaison.

Asbestos Hazard Emergency Response Designee/School Pesticide Officer - Jose Calderon as Asbestos Hazard Emergency Response Designee/School Pesticide Officer.

Claims Auditor: Michael Wolff as Claims Auditor at an hourly rate of \$37.50 as per enclosed contract.

Legal Counsel: Guercio & Guercio, LLP as per enclosed contract.

Auditors: West & Company Independent Auditors.

Resolution: BE IT RESOLVED that the Board of Education of the Menands Union Free School District approve the above-listed appointments for the 2018-2019 school year.

Motion: Mr. Pustay
Second: Mr. Nevins

Ayes: 4
Nays: 0

F. Designations

The following designations are recommended for the 2018-2019 school year:

That the regular monthly meeting of the Menands School Board of Education will be held on the following dates at 6:30 p.m.

September	11	(2 nd Tuesday)	March	11	(2 nd Monday)
October	9	(2 nd Tuesday)	April	17	(3 rd Wednesday)
November	13	(2 nd Tuesday)	May	13	(2 nd Monday)
December	10	(2 nd Monday)	June	10	(2 nd Monday)

January	7	(1 st Monday)	July	8	(2 nd Monday)
February	11	(2 nd Monday)	August	12	(2 nd Monday)

That KeyBank be the official depository for 2018-2019.

That the Times Union be the official newspaper for 2018-2019.

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 payroll schedule for 2018-2019 be adopted as per attached calendar.

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 approve designations as listed for the 2018-2019 school year.

Motion: Mr. Nevins

Ayes: 4

Second: Mrs. Wilson

Nays: 0

G. Authorizations

The following authorizations are recommended for the 2018-2019 school year:

That the Superintendent, and the District Treasurer in the absence of the Superintendent, certify payroll for the 2018-2019 school year.

That the Superintendent, and the District Treasurer in the absence of the Superintendent, approve purchase orders as the purchasing agent for the 2018-2019 school year.

That the Superintendent be approved to authorize contracts for the school district up to a limit of \$10,000.

To establish a General Fund petty cash account in the amount of \$100 for 2018-2019 and designate Susan McCormick as the custodian of the petty cash account. The Superintendent must approve expenditures from this account.

That the District will hold membership in New York State School Boards Association, Capital District School Development Association, New York State Association of School Business Officials and New York State Council of School Superintendents.

Approve the Superintendent's attendance at District Superintendents' meetings and authorize the Superintendent to approve attendance of other employees at conferences for the 2018-2019 school year.

For the Superintendent to make necessary intra fund and inter fund budget transfers for the 2018-2019 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.

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

Motion: Mrs. Wilson Ayes: 4
Second: Mr. Diefenderfer Nays: 0

H. Bonding of personnel

The following bonding of personnel is in effect for the 2018-2019 school year:
The District Treasurer and Deputy Treasurer are bonded in the amount of \$1,000,000.

All employees are bonded in the amount of \$1,000,000.

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

Motion: Mrs. Diefenderfer Ayes: 4
Second: Mr. Pustay Nays: 0

Respectfully Submitted,

District Clerk

* All minutes of Board of Education meetings are recorded and become public record upon approval by the Board.