

**DUANESBURG CENTRAL SCHOOL DISTRICT #1
TOWN OF DUANESBURG**

ORGANIZATIONAL MEETING OF THE BOARD OF EDUCATION

July 7, 2009 - 7:30 p.m. in the HS Library

CALL TO ORDER at 7:31 p.m. by the District Clerk Kane.

SALUTE TO THE FLAG

ROLL CALL	Bridget Holmes	Present
	Christina Loukides	Present
	John McKeeby	Present
	Carlos Moreno	Present
	Paul Munson	Present
	Cecilia Tkaczyk	Present

Also Present: Superintendent Crowley, Business Administrator Kane, HS Principal DeLuke, ES Principal Ryan

Visitors: L. Kulikoff, C. Winters, G. Geidel, H. Geidel {parents/community members}; M. Rynish, T. Amorosi, M. Rem, M. Ferreira {staff}; J. Mason {Daily Gazette}

OATH OF OFFICE TO NEW BOARD MEMBERS: District Clerk Kane administers the Oath of Office to Bridget Holmes, Christina Loukides and John McKeeby.

OATH OF OFFICE TO SUPERINTENDENT OF SCHOOLS: District Clerk Kane administers the Oath of Office to Christine Crowley.

ELECTION OF OFFICERS:

1. Nomination for President – Carlos Moreno.
 Nominated by Trustee Tkaczyk, seconded by Trustee Munson.
 Clerk conducts and records vote as follows:
 Yes: Holmes, Loukides, McKeeby, Moreno, Munson, Tkaczyk. Motion Carried.

2. Nomination for Vice President – Bridget Holmes.
 Nominated by Trustee Moreno, seconded by Trustee Munson.
 Clerk conducts and records vote as follows:
 Yes: Holmes, Loukides, McKeeby, Moreno, Munson, Tkaczyk. Motion Carried.

FOOTNOTE – If there are multiple candidates for office, the Clerk will conduct a roll call for each candidate, in order of nomination, until one candidate has a majority.

***Oaths of Office to be read by Presiden Moreno and Vice President Holmes.
President Moreno takes over the chair.***

APPOINTMENTS FOR THE 2009-2010 SCHOOL YEAR: {2008-09 incumbents are in parenthesis} followed by recommended appointments for 2009-2010.

Recommendation that the Duanesburg Board of Education make the following appointments:

District Clerk	{Brenda Kane}	Brenda Kane
Senior District Treasurer	{Aimee Skiff}	Aimee Skiff
District Treasurer	{Janette Folckemer}	Janette Folckemer
Tax Collector	{Betty Biittig}	Betty Biittig
Deputy Tax Collector	{Janette Folckemer}	Becky Manson
Records Access Officer	{Brenda Kane}	Brenda Kane
ECA Treasurer	{Brenda Kane}	Brenda Kane
Deputy ECA Treasurer	{Aimee Skiff}	Aimee Skiff
Substitute District Clerk	{Christine Crowley}	Christine Crowley
Recording Secretary	{Brenda Kane}	Brenda Kane
Substitute Recording Secretary	{Beth DeLuke}	Beth DeLuke

Motion by Trustee Tkaczyk, seconded by Trustee Munson.

Yes: Moreno, Holmes, Munson, Tkaczyk, Loukides, McKeeby. Motion Carried.

Oaths of Office read and signed.

ADDITIONAL APPOINTMENTS FOR THE 2009-2010 SCHOOL YEAR:

Internal Auditor	{Phyllis Albano}	_____
Internal Claims Auditor	{Rita Adabahr}	Rita Adabahr
School Physician	{Bassett Healthcare}	Bassett Healthcare
School Attorney	{Kristine Lanchantin}	Kristine Lanchantin
Federal Grants Adm.	{Christine Crowley}	Christine Crowley
Independent Auditor	{Raymond Preusser}	Raymond Preusser
Special Education Attorney	{Tara Moffett}	Girvin & Ferlazzo
AHERA Asbestos Designee	{Aanen Aanensen}	Aanen Aanensen
Supervisors of Attendance	{K. O'Brien/B.LeForestier}	E. Ryan/P. Reyes/B. DeLuke
Committee on Pre-School Special Ed.	{Margaret Wyanski}	Margaret Wyanski
Committee on Special Ed.	{Margaret Wyanski}	Margaret Wyanski
Title IX/Section 504/ADA Compliance	{B. Kane/B. LeForestier}	B. Kane/P. Reyes
Section 504 District Coordinatero	none	Pete Reyes
Insurance Advisor	{Kenneth Fake Agency}	SEFCU Insurance
Chemical Hygiene Officer	none	_____
Pesticide Officer	{Jim Nesbitt}	Jim Nesbitt

Schoharie Area

Workers Comp. Trustee	{ Brenda Kane }	Brenda Kane
Schoharie Area Workers Comp. Alternate	{ Christine Crowley }	Christine Crowley
Liaison for Homeless Children & Youth	{ Katie O'Brien }	Erica Ryan
Asbestos Mgmt. LEA Designee	{ Aanen Aanensen }	Aanen Aanensen

School Board Associations:

Capital District	{ R. Hawes }	Carlos Moreno
Schoharie Rep.	{ C. Tkaczyk }	Christina Loukides

{ Scholarship Loan Fund Representatives } Scholarship Selection Committee:

Two year Term

2008-09 Appointment - Year #2 of 2

{ Wilford LeForestier }	Beth DeLuke
{ Lori Kuhl }	Lori Kuhl
{ Alicia Kirkpatrick }	Alicia Kirkpatrick

Motion by Trustee Tkaczyk, seconded by V. Pres. Holmes.

Yes: Moreno, Holmes, Munson, Tkaczyk, Loukides, McKeeby. Motion Carried.

RE-APPOINT PART-TIME TEACHERS:

Laurel Halberg – PT Psychologist (.4 FTE) effective 9/1/09 through 6/30/10

Kathleen Sprenger – PT Social Studies Teacher (.4 FTE) effective 9/1/09 through 6/30/10

DESIGNATIONS:

Purchasing Agent	{ Brenda Kane }	Brenda Kane
Official Bank Depositories	{ NBT Bank }	NBT Bank
Official Bank Signatures	{ Kane/Skiff/J. Folckemer }	Kane/Skiff/J. Folckemer
Certify Payrolls	{ Christine Crowley }	Christine Crowley
Petty Cash	{ Brenda Kane }	Brenda Kane

Designated Educational Official to receive court notification regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings { C. Crowley } Christine Crowley

Monthly Board of Education Meetings

{ 1 st & 3 rd Tuesday of each month }	1 st & 3 rd Tuesday of each month	
Official Radio Station	{ WYJB-95.5 FM }	WYJB-95.5 FM
Official TV Station	{ Channel 6 }	Channel 6

DESIGNATIONS (continued)

Official Newspaper	{Daily Gazette}	Daily Gazette
Private/Parochial Trans. Pick-up	{DCS ES}	DCS Elem. School
Red Cross Disaster Shelter	{ES & HS}	DCS ES & HS

Motion by Trustee Munson, seconded by V. Pres. Holmes.

Yes: Moreno, Holmes, Munson, Tkaczyk, Loukides, McKeeby. Motion Carried.

ADOPT CONDITIONS OF EMPLOYMENT

Recommendation that the Duquesburg Board of Education adopt the Administrative Conditions of Employment and Administrative Support Personnel Conditions of Employment as recommended by the superintendent.

Motion by Trustee Munson, seconded by Trustee Tkaczyk.

Yes: Moreno, Holmes, Munson, Tkaczyk, Loukides, McKeeby. Motion Carried.

ADOPT DISTRICT PLANS

Recommendation that the Duquesburg Board of Education adopt the following plans as recommended by the superintendent and building principals:

AIS Plan

Motion by Trustee Munson, seconded by Trustee Tkaczyk.

Yes: Moreno, Holmes, Munson, Tkaczyk, Loukides, McKeeby. Motion Carried.

ADOPT PAY SCHEDULES

Recommendation that the Duquesburg Board of Education adopt the Substitute Teacher and Substitute Aide pay schedules as recommended by the business administrator. (see enclosure)

Motion by Trustee Tkaczyk, seconded by Trustee Munson.

Yes: Moreno, Holmes, Munson, Tkaczyk, Loukides, McKeeby. Motion Carried.

AUTHORIZATIONS:

Authorization for Business Administrator to:

- Invest surplus funds;
- Extend the Tax Roll.
- Recommend Budget Transfers on Internal Claims Auditor Approval

Authorization for Superintendent to:

- Approve Staff Attendance at Conferences

Superintendent to Apply for Grants in Aid {State and Federal}:
{Christine Crowley} Christine Crowley

Mileage Allowance for School Business: (per IRS guideline)

{\$.585} \$.55 effective 7/1/09

Tax Collector shall apply similar dates and penalties for the 2009-2010 tax collection period as 2008-2009. {Ms. Kane will explain.}

Motion by Trustee Munson, seconded by Trustee Tkaczyk.

Yes: Moreno, Holmes, Munson, Tkaczyk, Loukides, McKeeby. Motion Carried.

BONDING OF PERSONNEL:

Tax Collector - \$4,000,000

Treasurer – \$1,300,000

Other Employees - \$25,000 Cash & Securities; \$100,000 Other/Theft

Motion by V. Pres. Holmes, seconded by Trustee Loukides.

Yes: Moreno, Holmes, Munson, Tkaczyk, Loukides, McKeeby. Motion Carried.

RE-ADOPT CODE OF ETHICS AND ALL EXISTING BOARD POLICIES {per Policy Manual, 2006}:

1. Renew all policies as contained in Policy Manual
 - a. Title VI of the Civil Rights Act - Non-Discrimination on the basis of race, etc. {Policy # 6120, 7540, 8130}
 - b. Title IX of the Education Amendments of 1972 - Non-Discrimination on the basis of sex. {Policy # 6120, 7540, 8130}
 - c. Section 50 of the Rehabilitation Act of 1973 - Non-Discrimination on the basis of handicap. {Policy # 7540, 8130}
 - d. Attendance Policy {Policy # 7110-7160}
 - e. School Safety (SAVE) {Policy # 3410-3510, 5670-5671} (see Safe Schools)
 - f. Code of Ethics for Educators {Policy # 6110, 6111}
 - g. Sexual Harassment Policy {Policy # 6121, 7541} TABLED TO AUGUST 4 MEETING
 - h. Code of Ethics (Code of Conduct for Students) TABLE TO AUGUST 4 MEETING
 - i. Purchasing {Policy # 5410}
 - j. Investment {Policy # 5220}

Motion by Trustee Munson, seconded by Trustee Tkaczyk.

Yes: Moreno, Holmes, Munson, Tkaczyk, Loukides, McKeeby. Motion Carried.

ADOPT PUBLIC OFFICERS LAW 18 & EDUCATION LAW 3811.

RESOLVED that the Duanesburg Central School District shall supplement the protection given all board members, officers and employees of the school district acting within the scope of their employment of duties under Education Law Section 3811 by providing coverage and protection for all board members, officers and employees of the school district acting within the scope of his/her public employment of duties as prescribed by Section 18 of the New York State Public Officers Law.

Motion by Trustee Munson, seconded by Trustee Tkaczyk.

Yes: Moreno, Holmes, Munson, Tkaczyk, Loukides, McKeeby. Motion Carried.

ANNOUNCE 2009-2010 ANNUAL BUDGET VOTE/BOE ELECTION DATE:

Per Revised Education Law 2022, the Annual Budget Vote/BOE Election will be a Tuesday, May 18, 2010 as determined by the New York State Education Department.

INFORMATION ITEM:

Please advise District Clerk Kane if you are an owner of NBT Bank stock for future bonding purposes and matters regarding Conflict of Interest.

MOVE TO REGULAR BOARD OF EDUCATION MEETING at 7:58 p.m.

CMC:BJK:CM:Jmb;7/8/09

