



July 10, 2012

Presiding: Michael Ouimet
Assistant District Clerk

Reorganizational Meeting – Averill Park High School – Board Room

Members Present: Neil Bonesteel
Chris Foster
Jennie Glasser
William Reinhardt
Dori Salisbury
Peter Schaefer
Jessica Zweig

Others Present: Superintendent of Schools: Dr. James Hoffman
Assistant Superintendent of Schools: Sharon Lawrence
Assistant Superintendent for Business: Michael Ouimet
District Personnel

The Reorganizational Meeting of the Board of Education of the Averill Park Central School District, Rensselaer County, was held at the Averill Park High School on July 10, 2012 at 6:30 p.m.

1. Meeting called to order by the Temporary chairperson (Assistant District Clerk, Michael Ouimet presiding) of the Board of Education.
2. Oath of office to Superintendent of Schools administered by Assistant District Clerk, Michael Ouimet, of the Board of Education.
3. Oath of office to be administered to recently elected Board of Education members, Chris Foster and Jessica Zweig, by the Assistant District Clerk of the Board of Education
4. Nomination and election of School Board President (Oath to be administered by the temporary chairperson, District Clerk.) The newly elected President will preside over the balance of the meeting.

On a motion by Mrs. Glasser, seconded by Mrs. Salisbury, to nominate Chris Foster for election and to serve as School Board President. No other nominations were made. The Board voted on Chris Foster for President.

YES: 5 NO: 1 (Reinhardt) ABSTAIN: 1 (Foster) Motion Carried

5. Nomination and election of School Board Vice-President. (Oath to be administered by District Clerk.)

On a motion by Mr. Foster, seconded by Mrs. Salisbury, to nominate Jennie Glasser as School Board Vice-President. No other nominations were made. The Board voted on Jennie Glasser for Vice-President.

YES: 6 NO: 0 ABSTAIN: 1 (Glasser) Motion Carried

6. Appoint Audit Committee Members (The Board needs to select three members).

The Board appointed Neil Bonesteel, Dori Salisbury, and Jessica Zweig to serve as members of the Audit Committee

7. RESOLVED, to accept the appointment of the following individuals to the Committee on Preschool Special Education for the 2012-13 school year:
Leslie Vollar - Chairperson
Barbara Goldstein - Alternate Chairperson
County Representative
Preschool Provider
Meggie Parascandola – Parent Member
Laura Burzesi – Parent Member
8. RESOLVED, to accept the appointment of the following individuals to the Committee on Special Education for the 2012-13 school year:
Barbara Goldstein - Administrator/Chairperson
Leslie Vollar - Administrator/Chairperson
All Special Education Teachers - Teacher Members
Cindy Conway - Parent Member
Meggie Parascandola - Parent Member
Pamela Tatar - Parent Member
Laura Burzesi – Parent Member
All School Psychologists
John O'Bryan - School Physician
The Child's Teacher
The Child's Parent/Guardian
9. RESOLVED, to approve the appointment Pamela Tatar and Cindy Conway as Surrogate Parent for the Committee on Special Education for the 2012-13 school year.
10. RESOLVED, to approve the appointment of the following individuals as Impartial Hearing Officers for the Committee on Special Education for the 2012-13 school year (per the attached list):

Joan Alexander	Lana Flame	Erne Levins	George Roberts
Linda Agoston	Dolores Freed	Edward Luban	Aaron Turetsky
Eugene Arcery	Steven Goldsmith	James Monk	Aaron Tyk
Stuart Bauchner	George Kandilakis	Karen Norlander	James Walsh
Jaclyn Brilling	Martin Kehoe, III	David Nydick	Joseph Wooley
Maryanne DiMeo	Michael Lazan	Jane Owens	
John Farago	Nancy Lederman	Kenneth Ritzenberg	
11. RESOLVED, to approve the appointment of School District officers and other appointments for the 2012-13 school year:

Recommended the following appointments and stipends as per attached schedule maintaining 2011-2012 rates:

- a. District Clerk – Susan Radley
- b. Assistant District Clerk – Michael Ouimet
- c. Treasurer – Sandra Tanner

- d. Deputy Treasurer – Catina Riley
- e. Architect – CS Arch
- f. School Attorneys – Girvin & Ferlazzo, P.C.
- g. Independent Auditors – Marvin and Company, PC
- h. Internal Audit/Risk Assessment – Rensselaer City School District
- i. Medicaid Compliance Officer – Karie Mancino
- j. Purchasing Agent – Catina Riley
- k. Records Management Officer – Linda Primeau
- l. Claims Auditor – Karie Mancino
- m. Extra-classroom Activity Fund Treasurer – Catina Riley
- n. Records Access Officer – Michael Ouimet
- o. Student Records Access Officer – Sharon Lawrence
- p. District Medical Doctor – John J. O'Bryan, M.D.
- q. CSE and CPSE Chairperson – Leslie Vollar, Barbara Goldstein
- r. Section 504 (Rehabilitation Act) Coordinator – Leslie Vollar
- s. Title IX Coordinator – Sharon Lawrence
- t. Director of Nursing – Cathy Tworek
- u. Designee for Sexual Harassment Concerns – Sharon Lawrence
- v. Adult and Continuing Education Director – Bonnie Lilly
- w. Energy Efficiency Manager – Aaron Heffner
- x. Asbestos Designee – Aaron Heffner
- y. Tax Collector – Catina Riley

12. RESOLVED, to establish date, time and place for regular meetings of the Board of Education by the Board of Education in 2012-13

Board Meetings

July 10	6:30 p.m.	APHS – LGI
August 14	6:30 p.m.	
September 11	6:30 p.m.	
September 25	6:30 p.m.	
October 9	6:30 p.m.	
October 23	6:30 p.m.	
November 6	6:30 p.m.	
November 27	6:30 p.m.	
December 11	6:30 p.m.	
January 8, 2013	6:30 p.m.	
January 22	6:30 p.m.	
February 12	6:30 p.m.	
February 26	6:30 p.m.	
March 12	6:30 p.m.	
March 26	6:30 p.m.	
April 9	6:30 p.m.	
April 23	6:30 p.m.	
May 14	6:30 p.m.	
May 28	6:30 p.m.	
June 11	6:30 p.m.	
June 25	6:30 p.m.	

13. RESOLVED, to approve the date, time and place for the Annual Meeting and the vote on the school district budget and school board candidates:

Budget Hearing: Tuesday, May 14, 2013, 6:30 p.m., Averill Park High School Auditorium

Vote: Tuesday, May 21, 2013 7:00 a.m. to 9:00 p.m.
High School Auxiliary Gym

14. RESOLVED, to approve the designation of depositories for school district funds for 2012-13:

Recommended:

Key Bank, NA

General Fund Checking Account
Payroll Controlled Disbursement Account
Money Market Savings Account
Tax Collection & Service Account
Scholarship Savings Account
Federal Funds Account
Extra-classroom Activity Fund Account
Capital Funds
Capital Reserve Fund
School Lunch Fund Checking Account
Debt Service Money Market

M & T Bank

Trust & Agency Fund Account
Investment Institutions for Certificates of Deposit and Repurchase Agreements
First Niagara
Key Bank, NA
M & T Bank
Merrill Lynch, Pierce, Fenner & Smith, Inc.
Pioneer Savings Bank

15. RESOLVED, to approve the designation of official newspaper, The Times Union
16. RESOLVED, to approve the authorization for the following:
- a. Superintendent of Schools to certify payrolls.
 - b. Superintendent of Schools to sign federal project applications.
 - c. Superintendent of Schools to approve staff for attendance at conferences, conventions and workshops.
 - d. Recommended Motion: RESOLVED, that the Board of Education, upon the recommendation of the Superintendent of Schools, approve the Superintendent of Schools as the authorized representative to act on behalf of the Board of Education to review and arrange for Recommendations of the Committee on Special Education and the Recommendations of the Committee on Pre-School Special Education in the event that students' continuity of programs would adversely impacted by the schedule of Board of Education meetings, effective July 10, 2012 for the 2012-13 school year. All such decisions will be reviewed by the Board of Education at the next scheduled Board of Education meeting.
 - e. Approve Superintendent as authorized representative to act on behalf of the Board of Education to hire, terminate, or suspend employment and that all actions are subject to Board review and approval at the next scheduled Board of Education meeting.

- f. Leslie Vollar, Chairperson of CSE and CPSE, to sign System for Tracking and Accounting for Children (STAC) forms for the Committee on Pre-School Special Education and CSE.
 - g. Mark Marshall for night deposit of funds.
 - h. Petty Cash Funds: \$70 each for Algonquin Middle School, Averill Park High School, the Business Office and the Technology Department; \$50 each for Miller Hill/Sand Lake School, West Sand Lake School, Poestenkill School, Transportation Department and the CSE office; \$150 for the Averill Park High School cafeteria, \$400 for the Athletics' Department, and \$50 each for Poestenkill School, Miller Hill/Sand Lake School, West Sand Lake School and Algonquin Middle School Cafeterias..
 - i. Disbursement of district funds with the treasurer's signature, Sandra Tanner, in the form of a secure signature disk.
 - j. Approved the appointment of the following individuals as Dignity Act Coordinator for each building, effective September 1, 2012:
Veronica Gaboury, Averill Park High School
Linda Bille, Algonquin Middle School
Scott Reynolds, Miller Hill/Sand Lake Elementary School
Laura Showers, Poestenkill Elementary School
Linda Muller, West Sand Lake Elementary School
17. RESOLVED, to approve Bond authorization for the following staff in the amounts listed:
a. Treasurer - \$1,000,000
b. Assistant Treasurer - \$1,000,000
c. Tax Collector/Account Clerk - \$1,000,000
d. Internal Claims Auditor - \$200,000
e. Public employee blanket bond - \$100,000
f. Extra Classroom Activities Fund Treasurers - \$200,000
18. RESOLVED, to approve the re-adoption for all existing policies, rules and regulations contained in the School Board Policy Book.
19. RESOLVED, affirmation that the School District will continue to act in conformance with Section 504 of the Federal Rehabilitation Act of 1973.
20. RESOLVED, to approve the substitute rates for teachers and support staff for the 2012-13 school year as per the attached schedule maintaining the 2011-2012 rate.
21. RESOLVED, to approve the 2012-13 student helper pay rate at \$9.00 for student helpers assigned to technology, and to pay all others New York State minimum wage.

On a motion by Ms. Zweig, seconded by Mrs. Salisbury, to approve items 7-21 as a consent agenda.

YES: 7

NO: 0

Motion Carried

22. Adjourn organizational meeting.

On a motion by Mr. Reinhardt, seconded by Mrs. Salisbury, to adjourn Reorganizational Meeting at 6:40 p.m.

YES: 7

NO: 0

Motion Carried

Susan M. Radley

Susan M. Radley, District Clerk

Board Approved: 07/31/12