



BOARD OF EDUCATION Minutes

Date of Meeting: July 2, 2014
Type of Meeting: **RE-ORGANIZATION MEETING**
Location: Troy Middle School
Time: **6:00 PM Re-Organization Meeting**
6:15 PM Regular Meeting

I. MEETING CALLED TO ORDER

At 6:00 pm Mrs. Bruno, Board Clerk, called the Re-Organization Meeting to order.

II. ROLL CALL

A roll call taken by Mrs. Bruno. All Board members were present as follows:

Members Present: Mrs. Ann Apicella
Ms. Elizabeth Denio
Mrs. Carol Harvin
Ms. Mary Marro-Giroux
Mr. Tom Mayo
Mr. Jason Schofield
Mr. Bill Strang
Mr. Michael Tuttmann
Mrs. Anne Wager-Rounds

Members Absent: None.

Also Present: Mr. John Carmello, Superintendent of Schools
Dr. Donna Watson, Assistant Superintendent
of Curriculum and Instruction
Ms. Mary O'Neill, Assistant Superintendent for Business
Mrs. Kristen Miaski, Director of Human Resources
Mrs. Erin O'Grady-Parent, School Attorney

PART I

III. ADMINISTRATION OF OATH - NEWLY ELECTED BOARD MEMBERS

Mrs. Bruno administered the oath to the following new Board members and each member also signed an oath.

- Carol Harvin (Term July 1, 2014 - June 30, 2017)
- Tom Mayo (Term July 1, 2014 - June 30, 2017)
- Bill Strang (Term July 1, 2014 - June 30, 2017)

IV. ELECTION OF BOARD OF EDUCATION PRESIDENT (Term July 1, 2014 - June 30, 2015)
(Education Law 2504, 2563)

Mrs. Bruno called for nominations for Board President.

Mrs. Wager-Rounds nominated Mr. Schofield.

Second: Mrs. Apicella

Mrs. Harvin nominated herself.

Second: Mr. Tuttmann

Call for nominations for Board President was closed by Mrs. Bruno.

Call for vote for Board President was made by Mrs. Bruno.

Those in favor of Mr. Schofield: 8-0

Those in favor of Mrs. Harvin: 1-0

The nomination to re-elect Mr. Schofield as Board President carried 8-1.

V. OATH OF OFFICE TO NEWLY-ELECTED PRESIDENT
(Public Officer's Law 5, 10, 30)

Mrs. Bruno administered the oath to Mr. Schofield, new Board President.

VI. ELECTION OF BOARD OF EDUCATION VICE PRESIDENT (Term July 1, 2014 - June 2015)
(Education Law 2504, 2563)

Mrs. Bruno called for nominations for Vice President.

Mr. Mayo nominated Mr. Strang.

Second: Mr. Schofield

Mrs. Harvin nominated herself.

Second: Mr. Tuttmann

Call for nominations for Board President was closed by Mrs. Bruno.

Call for vote for Board President was made by Mrs. Bruno.

Those in favor of Mr. Strang: 8-0

Those in favor of Mrs. Harvin: 1-0

The nomination to re-elect Mr. Strang as Vice President carried 8-1.

VII. OATH OF OFFICE TO NEWLY-ELECTED VICE PRESIDENT
(Public Officer's Law 5, 10, 30)

Mrs. Bruno administered the oath to Mr. Strang as Vice President.

Mr. Schofield presided over the remainder of the meeting.

VIII. APPOINTMENT OF PARLIAMENTARIAN

Mr. Schofield nominated Mr. Mayo as Parliamentarian.

Second: Mrs. Wager-Rounds

Mrs. Harvin nominated herself.

Second: Mr. Tuttmann

Carried: 7-2

BE IT RESOLVED, that the Board of Education appoint Board Member Tom Mayo to serve as Board Parliamentarian for term July 1, 2014 - June 30, 2015.

IX. APPOINTMENT OF RECORDS ACCESS APPEALS OFFICER
(Public Officer's Law 89 (a)(4))

Mr. Tuttmann nominated himself as Records Access Appeals Officer.

Second: Mrs. Wager-Rounds

Carried: 9-0

BE IT RESOLVED, that the Board of Education appoint Board Member Michael Tuttmann as Record Access Appeals Officer for Freedom of Information Law (FOIL) requests (such appointment being allowed by Paragraph {a} of Subdivision 4 of Section 89 of the Public Officers Law).

PART II

X. BOARD OF EDUCATION APPOINTMENTS (effective July 1, 2014 - June 30, 2015)

- a. Clerk to the Board of Education
(Education Law 2503, Commissioner's Regulation 170.2)

Mr. Schofield made a motion to approve Item (a).

Second: Mr. Strang

Carried: 9-0

BE IT RESOLVED, that the Board of Education, appoints **Mary Beth Bruno** to serve as Clerk to the Board of Education for the period of July 1, 2014 through June 30, 2015.

- b. Oath of Board Clerk 2014-2015

Mr. Schofield administered the oath to Mrs. Bruno, Board Clerk.

Mr. Schofield made a motion to approve Items (c) through (r) as a Consent Agenda.

Second: Mr. Strang

Carried: 9-0

- c. Internal Claims Auditor (Education Law 2526, Commissioner's Regulation 170.2)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint **Gerald Tysiak** as Internal Claims Auditor for the period of July 1, 2014 through June 30, 2015.

- d. Independent Auditor (Education Law 2116-a and 8 NYCRR 170.2)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint **Cusack & Co.** as Independent Auditor for the period of July 1, 2014 through June 30, 2015.

- e. School Attorney

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint the law firm of **Guercio & Guercio, LLP** as School Attorney for the purpose of general and labor counsel for the period of July 1, 2014 through June 30, 2015.

- f. Records Access Officer (8 NYCRR Section 185.2(a)(1))

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint **Mary Beth Bruno** as Records Access Officer for the period of July 1, 2014 through June 30, 2015.

- g. Tax Collector (Education Law 2506, Commissioner's Regulation 170.2)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint **Nancy Knight** as Tax Collector and also as the individual who will continue to assume the duties of Tax Collector for the period of July 1, 2014 through June 30, 2015.

- h. District Treasurer (Education Law 2503, Commissioner's Regulation 170.2)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appointment of **Kathleen Cietek** to serve as District Treasurer for the period of July 1, 2014 through June 30, 2015.

- i. Deputy Treasurer (Education Law 2503, Commissioner's Regulation 170.2)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appointment of **Sarah Conyers** to serve as Deputy Treasurer for the period of July 1, 2014 through June 30, 2015.

- j. Purchasing Agent (8 NYCRR 170.2)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appointment of **Deborah McCormick** to serve as Purchasing Agent for the period of July 1, 2014 through June 30, 2015.

- k. District's Title IX Compliance Officer

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint **Kristen Miaski** the District's Title IX Compliance Officer for the period of July 1, 2014 through June 30, 2015.

- l. Section 504 Compliance Officer

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint **Donna Watson** as the Section 504 Compliance Officer for the period of July 1, 2014 through June 30, 2015.

m. District School Medical Officers (Commissioner's Regulations 136.2)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint the following as School District Medical Officers for the period of July 1, 2014 through June 30, 2015.

Dr. Isaac Racela
Dr. John O'Bryan

Riverview Pediatrics
Dr. Andrew Gunther (football games only)

n. Medicaid Compliance Officer

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint **Donna Watson** as Medicaid Compliance Officer for the period of July 1, 2014 through June 30, 2015.

o. Central Treasurer for Extra-Curricular Classroom Activity Accounts (Education Law 2503)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint **Giovanna Driscoll** as Central Treasurer for Extra-Curricular Classroom Activities Accounts for the period of July 1, 2014 through June 30, 2015.

p. Determiner of Residency and Homeless Liaison

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint **Barbara Paulsen** as Determiner of Residency and **Linda Martin** as alternate; and **Rosemary Fagan** as Homeless Liaison for the period of July 1, 2014 through June 30, 2015.

q. Attendance Officer (Education Law 3213)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint **Barbara Paulsen** as Attendance Officer for the period of July 1, 2014 through June 30, 2015.

r. Oath to Appointed Officers (Public Officer's Law 5, 10, 30) (administered by Board Clerk)

- Attendance Officer
- Internal Claims Auditor
- Tax Collector
- District Treasurer
- Deputy Treasurer

XI. BOARD OF EDUCATION DESIGNATIONS (effective July 1, 2014 - June 30, 2015)

Mr. Schofield made a motion to approve Items (a) through (c) as a Consent Agenda.

Second: Ms. Marro-Giroux

Carried: 9-0

a. Official Bank Depository - All Funds

BE IT RESOLVED, the Board of Education, upon the recommendation of the Superintendent, designate the following bank as depositories of the District funds for the period of July 1, 2014 through June 30, 2015:

First Niagara Bank:

Trust & Agency Fund - Checking	Payroll - Checking
General Fund - Checking	General Fund - Money Market
Special Aid Fund - Checking	Capital Fund - Checking
School Lunch Fund - Checking	Tax Account - Money Market
Student Activities Fund - Checking	Debt Service - Checking

- b. Regular Monthly Meetings (Education Law 2504) (scheduled attached)

BE IT RESOLVED, that the Board of Education will hold business meeting on the first Wednesday each month at 7:00 pm and third Wednesday at 6:00 pm as workshop meeting effective July 2, 2014.

FURTHER RESOLVED, that if such meeting is cancelled, an alternate date is to be scheduled.

- c. Official Newspaper (Education Law 2004)

BE IT RESOLVED, that the Board of Education designate *The Record* as the Troy City School District's official newspaper for the period of July 1, 2014 through June 30, 2015. The Superintendent of Schools shall be the Spokesperson for the District relating to media matters.

XII. BOARD OF EDUCATION AUTHORIZATIONS (effective July 1, 2014 - June 30, 2015)

Mr. Schofield made a motion to approve Items (a) through (g) as a Consent Agenda.

Second: Mr. Strang

Carried: 9-0

- a. Chief School Officer to Certify Payrolls
(Education Law 2523, Commissioner's Regulation 170.2)

BE IT RESOLVED, that the Board of Education authorize the Chief School Officer to certify payrolls. Chief School Officer shall be the Superintendent of Schools; in his absence it shall be the Assistant Superintendent for Business.

- b. Authorization for Attendance at Conferences and Workshops (Municipal Law 77-b)

BE IT RESOLVED, that the Board of Education authorize the Superintendent to approve staff attendance at conferences, conventions, workshops, etc. with expense for the period of July 1, 2014 through June 30, 2015.

- c. Authorization for Grant Applications (Education Law Section 1720)

BE IT RESOLVED, that the Board of Education authorize the Superintendent to apply for Grants in federal and state aid for the period of July 1, 2014 through June 30, 2015.

- d. Authorization to Establish Petty Cash Funds
(Education Law 1709-39, Commissioner's Regulation 170.2)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, establish for the 2014-2015 school year, petty cash in the amount of \$75 each as follows:

The Custodian of each of the \$75. Petty Cash Funds shall be:

Maxine Fantroy-Ford	Principal, School 2	Casey Parker	Principal, Carroll Hill
Karen Cloutier	Principal, School 14	Brian Dunn	Principal, Troy Middle School
Tracy Ford	Principal, School 16	Joseph Mariano	Principal, Troy High School
Cynthia Kilgallon	Principal, School 18	Mary Beth Bruno	Board of Education
		Donald Kearns	Stock Room

e. Designation of Authorized Signatures of Checks (Education Law 2523)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve the signature of the Business Administrator - **Mary O'Neill** and approve the signature of the District Treasurer, **Kathleen Cietek**, each individually, as authorization for checks. and be it

FURTHER RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve checks to be signed with the facsimile signature of the Business Administrator or District Treasurer, as reproduced on the check signer.

f. Authorization for the Treasurer to Invest Funds (Education Law 2503)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, authorize the Treasurer to invest funds as they become available into Certificates of Deposit, Time Deposit Accounts, Treasury Bills and Repurchase Agreements on Treasury Bills with New York State Banks in accordance with legal provisions, and

FURTHER RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, request that the Treasurer report such investments at the next regular Board meeting following the investment action.

g. Chief School Officer to Make Transfer of Funds (Education Law 2523)

BE IT RESOLVED, that the Board of Education authorizes the Chief School Officer to approve Budget Transfers of less than \$10,000. within major budget categories and that all transfers be reported to the Board on a monthly basis.

XIII. DIGNITY FOR ALL STUDENTS ACT (DASA) COORDINATORS

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints the following individuals as Dignity for All Students Act Coordinators for the period of July 1, 2014 through June 30, 2015.

Elizabeth VonEitzen – ALP	Lisa Ditroia - CHS
Immaculine Jolivert – School 2	Isaiah Vail - School 18
Lauren Reynolds – School 14	Sonya Shaw – TMS
Laura Stukenborg – School 16	Christine Dauphinais – THS and District Coordinator

XIV. DESIGNEE TO APPOINT IMPARTIAL HEARING OFFICERS (IHO)

Mr. Schofield made a motion to approve Items XIV.

Second: Mr. Strang

Carried: 9-0

BE IT RESOLVED, that the Board of Education hereby designates the **Board President** to appoint Impartial Hearing Officers when necessary to comply with the due process requirements of the IDEA and 8 NYCRR Section 200.5.

XV. LETTER OF INTENT AUTHORIZATION

Mr. Schofield made a motion to approve Item XV.

Second: Mr. Strang

Carried: 9-0

BE IT RESOLVED, that the Board of Education hereby authorizes the **Superintendent of Schools** to extend on its behalf offer(s) of employment with the District in the form of a letter of intent to qualified candidate(s), said employment and terms and conditions thereof to be subject to and contingent upon final approval by the Board of Education pursuant to Board resolution, and said Superintendent's authority as stated herein for the period of July 1, 2014 through June 30, 2015.

XVI. BONDING OF PERSONNEL

Mr. Schofield made a motion to approve Item XVI.

Second: Mr. Strang

Carried: 9-0

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, provide with the bonding for the following positions in the amounts stated:

All employees shall be covered by a \$500,000 blanket bond:

- Superintendent of Schools
- Assistant Superintendents
- Tax Collector
- District Treasurer
- Deputy Treasurer
- Business Administrator
- Courier
- Central Treasurer for Student Activities Accounts
- Internal Claims Auditor

Following employees shall be additionally covered by \$1,000,000 excess policy

- Superintendent of Schools
- Assistant Superintendents
- Tax Collector
- District Treasurer
- Deputy Treasurer

XVII. COMMITTEE APPOINTMENTS

Mr. Schofield made a motion to approve Items (a) through (c) as a Consent Agenda.

Second: Ms. Marro-Giroux

Carried: 9-0

a. Audit Committee

BE IT RESOLVED, that the Board of Education appoint the the members of the Board as a whole to comprise the Audit Committee for the 2014-2015 school year.

b. Policy Committee

BE IT RESOLVED, that the Board of Education appoint the following individuals to the Policy Committee for the 2014-2015 school year:

Ann Apicella	Jason Schofield
Carol Harvin	Anne Wager-Rounds

c. Committee on Special Education

(1) BE IT RESOLVED, that the Board of Education appoint the following individuals to the Committee on Special Education for the 2014-2015 school year:

Chairperson(s):
Donna Fitzgerald Amy Khuzwayo Karen Driscoll
Rebecca Devries Colleen Syrett Holly Toteno
School Physician
School Psychologists
Child's Regular Education Teacher
Child's Special Education Teacher
Parent Representative: Twila Harrison

(2) BE IT RESOLVED, that the Board of Education appoint the following individuals to the Committee on Preschool Special Education for the 2014-2015 school year:

Chairperson(s):
Donna Fitzgerald Amy Khuzwayo Karen Driscoll
Rebecca Devries Colleen Syrett Holly Toteno
School Physician
School Psychologists
Child's Regular Education Teacher
Child's Special Education Teacher
Parent Representative: Twila Harrison

XVIII. BOARD OF EDUCATION RE-ADOPTION OF ALL POLICIES AND CODE OF ETHICS IN EFFECT 2014-2015 SCHOOL YEAR (Education Law 2503)

Mr. Schofield made a motion to approve Item XVIII.

Second: Mr. Strang

Carried: 9-0

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, adopt the Policies and Code of Ethics as they appear in the Board of Education's E-Policy Manual as of July 2, 2014.

(Board members to sign Code of Ethics 2111-E)

XIX. CELL PHONE ASSIGNMENTS

Mr. Schofield made a motion to approve Item XIX.

Second: Mr. Strang

Carried: 9-0

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent and in accordance with District Telephones Regulation (8332-R), acknowledge the following positions which have been assigned a cell phone provided through state contract:

Superintendent	Principal School 2	Night Custodial Supervisor
Business Administrator	Principal School 14	Boiler Room (shared phone)
Coordinator of Student Transportation	Principal School 16	District Messenger
Athletic Director	Principal School 18	ELA Curriculum Leader
21st Century Program Director	Principal Carroll Hill	Rtl Coordinator
Attendance Officer	Principal Troy Middle School	Maintenance (3)
LEA Designee	Principal Troy High School	PS2 Parent Coordinator
Director of Facilities & Security	Principal Alternative Learning Program	
Director of Technology		

XX. MILEAGE REIMBURSEMENT RATE

Mr. Schofield made a motion to approve Item XX.

Second: Mr. Strang

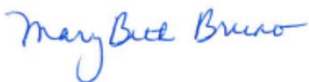
Carried: 9-0

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby adopts a mileage reimbursement at rate set by IRS for the period of July 1, 2014 through June 30, 2015.

XXI. ADJOURN RE-ORGANIZATION MEETING

Mr. Schofield noted that the 2014-15 Board meeting schedule has been distributed. At 6:10 pm he made a motion to adjourn the Re-Organization meeting. This was seconded by Mr. Strang and carried 9-0.

Respectfully submitted by,



Mary Beth Bruno
Board Clerk