



BOARD OF EDUCATION MINUTES

Date of Meeting: July 1, 2015
Type of Meeting: **RE-ORGANIZATION MEETING**
Location: Troy Middle School

I. MEETING CALLED TO ORDER

At 5:45 pm the Kathy Ahearn, School Attorney, called the meeting to order.
Ms. Ahearn administered the Oath to Mary Beth Bruno, Board Clerk.

II. ROLL CALL

Roll Call taken by Mrs. Bruno and all members were present except Ms. Marro-Giroux.

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

Members Absent: Ms. Mary Marro-Giroux

Also Present: Mr. John Carmello, Superintendent of Schools
Mr. Terry Blanchfield, Interim Superintendent for Business
Mrs. Kristen Miaski, Director of Human Resources
Ms. Kathleen Cietek, District Treasurer
Ms. Kathy Ahearn, School Attorney

Absent: Dr. Donna Watson, Assistant Superintendent for Curriculum and Instruction

PART I

III. ADMINISTRATION OF OATH - NEWLY ELECTED BOARD MEMBERS

Mrs. Bruno administered the oath to the following re-elected Board members and each Board member also signed an oath book.

- Elizabeth Denio (Term July 1, 2015 - June 30, 2018)
- Jason Schofield (Term July 1, 2015 - June 30, 2018)

Ms. Marro-Giroux (Term July 1, 2015 - June 30, 2018) was out of town due to a family obligation and had taken her oath prior to tonight's meeting.

IV. ELECTION OF BOARD OF EDUCATION PRESIDENT (Term July 1, 2015 - June 30, 2016) (Education Law 2504, 2563)

Mrs. Bruno called for nominations for Board President.

Mrs. Wager-Rounds nominated Mr. Schofield.

Second: Mr. Mayo

There were no other nominations.

Nomination to re-elect Mr. Schofield for President was carried 8-0.

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

Mrs. Bruno administered the oath of office to Mr. Schofield, Board President.
Mr. Schofield then presided over the remainder of the Re-org Board meeting.

VI. ELECTION OF BOARD OF EDUCATION VICE PRESIDENT (Term July 1, 2015 - June 2016) (Education Law 2504, 2563)

Mr. Schofield called for nominations for Vice President.

Mr. Strang nominated Mr. Mayo.

Second: Mrs. Wager-Rounds

Mrs. Harvin nominated herself.

Second: Mr. Tuttmann

A roll call was taken for the vote for Vice President.

Those in favor of Mr. Mayo: 6

Those in favor of Mrs. Harvin: 2

Nomination to elect Mr. Mayo as Vice President was carried 6-2.

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

Mr. Schofield administered the oath of office to Mr. Mayo, Vice President.

VIII. APPOINTMENT OF PARLIAMENTARIAN

Mr. Schofield called for nominations for Parliamentarian.

Mr. Strang nominated Mrs. Wager-Rounds.

Second: Mr. Mayo

Mrs. Harvin nominated herself.

Second: Mr. Tuttmann

A roll call was taken for the vote for Parliamentarian:

Those in favor of Mrs. Wager-Rounds: 7

Those in favor of Mrs. Harvin: 1

Nomination to elect Mrs. Wager-Rounds as Parliamentarian was carried 7-1.

BE IT RESOLVED, that the Board of Education appoint Board Member Anne Wager-Rounds to serve as Board Parliamentarian for term July 1, 2015- June 30, 2016.

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

Mr. Schofield called for nominations for Records Access Appeals Officer.

Mr. Tuttmann nominated Mr. Strang.

Second: Mr. Mayo

There were no other nominations.

Nomination for Mr. Strang as Records Access Appeals Officer was carried 8-0.

BE IT RESOLVED, that the Board of Education appoint Board Member Bill Strang 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, 2015 - June 30, 2016)

Mr. Schofield made a motion to approve Items (a) - (b) as a Consent Agenda.

Second: Mrs. Wager-Rounds

Carried: 8-0

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

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, 2015 through June 30, 2016.

- b. Oath of Board Clerk 2015-2016

Ms. Ahearn administered the oath the Board Clerk at the beginning of the meeting.

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

Second: Mr. Strang

Carried: 8-0

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 **Kenneth Terry** as Internal Claims Auditor for the period of July 1, 2015 through June 30, 2016.

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, 2015 through June 30, 2016.

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, 2015 through June 30, 2016.

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, 2015 through June 30, 2016.

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, 2015 through June 30, 2016.

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, 2015 through June 30, 2016.

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, 2015 through June 30, 2016.

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, 2015 through June 30, 2016.

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, 2015 through June 30, 2016.

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, 2015 through June 30, 2016.

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, 2015 through June 30, 2016.

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, 2015 through June 30, 2016.

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, 2015 through June 30, 2016.

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 **Rosemary Fagan** as Homeless Liaison for the period of July 1, 2015 through June 30, 2016.

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, 2015 through June 30, 2016.

r. Oath to Appointed Officers (Public Officer's Law 5, 10, 30) (oath signed)

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

XI. BOARD OF EDUCATION DESIGNATIONS (effective July 1, 2015 - June 30, 2016)

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

Second: Mr. Mayo

Carried: 8-0

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, 2015 through June 30, 2016:

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	District Reserve Fund
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 6:30 pm and third Wednesday at 6:00 pm as workshop meeting effective July 1, 2015.

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, 2015 through June 30, 2016. 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)-(g) as a Consent Agenda.

Second: Mr. Mayo

Carried: 8-0

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, 2015 through June 30, 2016.

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, 2015 through June 30, 2016.

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:

Natelege Turner-Hassell	Principal, School 2
Karen Cloutier	Principal, School 14
Tracy Ford	Principal, School 16
Cynthia Kilgallon	Principal, School 18
Casey Parker	Principal, Carroll Hill
James Canfield	Principal, Alternative Learning Program
Brian Dunn	Principal, Troy Middle School
Joseph Mariano	Principal, Troy High School
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 the District Treasurer, **Kathleen Cietek** and Deputy District Treasurer, **Sarah Conyers**, each individually, as authorization for checks, and be it (per Policy 6410)

FURTHER RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve checks to be signed with the facsimile signature of the District Treasurer or Deputy 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

Mr. Schofield made a motion to approve DASA Coordinators.

Second: Mr. Mayo

Carried: 8-0

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, 2015 through June 30, 2016.

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 IHO Designee.

Second: Mr. Strang

Carried: 8-0

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 Authorization for Letter of Intent.

Second: Mrs. Wager-Rounds

Carried: 8-0

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, 2015 through June 30, 2016.

XVI. BONDING OF PERSONNEL

Mr. Schofield made a motion to approve Bonding of Personnel.

Second: Mr. Strang

Carried: 8-0

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

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

Superintendent of Schools
Assistant Superintendents
Tax Collector
District Treasurer
Deputy Treasurer
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) -(c) as a Consent Agenda.

Second: Mr. Strang

Carried: 8-0

a. Audit Committee

BE IT RESOLVED, that the Board of Education appoint the members of the Board as a whole to comprise the Audit Committee for the 2015-2016 school year.

b. Policy Committee

BE IT RESOLVED, that the Board of Education appoint the following individuals to the Policy Committee for the 2015-2016 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 2015-2016 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 2015-2016 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 2015-2016 SCHOOL YEAR (Education Law 2503)

Mr. Schofield made a motion to approve the Re-Adoption of All Policies and Code of Ethics as a Consent Agenda.

Second: Mr. Strang

Carried: 8-0

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 1, 2015.

XIX. CELL PHONE ASSIGNMENTS

Mr. Schofield made a motion to approve Cell Phone Assignments.

Second: Mr. Strang

Discussion: Mr. Mayo asked if so many cell phones are needed. Mr. Carmello will have Mr. Blanchfield look into this. With the new technology upgrades, some could possibly be replaced by 2-way radios.

Carried: 8-0

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	Boilerman (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 the Mileage Reimbursement Rate.

Second: Mr. Strang

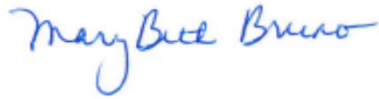
Carried: 8-0

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, 2015 through June 30, 2016.

XXI. ADJOURN RE-ORGANIZATION MEETING

At 5:55 pm Mr. Schofield adjourned the Re-Organization meeting and made a motion for Executive Session for pending litigation. This was seconded by Mr. Strang and carried 8-0.

Respectfully submitted by,



Mary Beth Bruno
Board Clerk