

MINUTES

Date of Meeting : July 2, 2008  
Location of Meeting : Dole Middle School  
Time of Meeting : 7:00 p.m.  
Type of Meeting : Annual Reorganizational

I. MEETING CALLED TO ORDER

At approximately 6:00 p.m., Mr. Schofield, returning President, opened the meeting with the Pledge of Allegiance.

II. ROLL CALL

Members Present

Members Absent

Mrs. Adams  
Mrs. Clinton  
Mrs. Harvin  
Mr. Mayo  
Mr. Pollack  
Mr. Schofield  
Mrs. Wager-Rounds

Mrs. Scully (Out of town)

Also Present

Mr. Atiba-Weza - Superintendent  
Mrs. O'Neill - School Business Administrator  
Mr. Hopke - Director of Management Services  
Mrs. DeFiglio - Clerk of the Board  
Mr. McCarthy - School Attorney

At approximately 6:01 p.m., Mr. Schofield made a motion to enter into Executive Session for the purpose of a personnel/contractual matter. This was seconded by Mr. Mayo and the vote carried: 7-0. Mr. McCarthy, Mrs. O'Neill and Mr. Hopke were invited into the Executive Session.

At approximately 7:15 p.m., the members of the Board of Education reconvened back into public session.

III. NEW BOARD MEMBERS INTRODUCED

Re-elected Members of the Board of Education Mary Ellen Adams, Carol Harvin and Thomas Mayo were welcomed back. All three members have taken their Oath of Office.

IV. ELECTION OF BOARD OF EDUCATION PRESIDENT - Fiscal 2008-2009 (Education Law 2504, 2563)

Mr. Pollack nominated Mr. Schofield  
Mrs. Adams seconded the nomination  
VOTE : Carried: 7-0

V. OATH OF OFFICE ADMINISTERED TO NEWLY ELECTED BOARD OF EDUCATION PRESIDENT 2008-2009 (Public Officer's Law 5, 10, 30)

Mr. Atiba-Weza administered the oath of office to Mr. Schofield.

VI. ELECTION OF BOARD OF EDUCATION VICE PRESIDENT - Fiscal 2008-2009 (Education Law 2504, 2563)

Mr. Schofield nominated Mr. Mayo  
Mr. Pollack seconded the nomination  
VOTE : Carried: 7-0

VII. OATH OF OFFICE ADMINISTERED TO NEWLY ELECTED BOARD OF EDUCATION VICE PRESIDENT 2008-2009 (Public Officer's Law 5, 10, 30)

Mr. Schofield administered the oath of office to Mr. Mayo.

VIII. PUBLIC INPUT ON NON-AGENDA AND AGENDA ITEMS

**Anne Browne – Taxpayer**

She mentioned that for the outside sports activities that people complain that there are no restrooms available. She was opposed to the board giving the Superintendent a contract for five years. She also mentioned that the board held an illegal meeting in June. She also mentioned that the board should hold a special election for the empty board seat or select someone who had run over the past few years. She also suggested that they should have a handicap person on the Diversity Committee.

IX. APPOINTMENT OF PARLIAMENTARIAN

**RESOLUTION:** BE IT RESOLVED, that the Board of Education appoint Board Member Anne Wager-Rounds to serve as Board Parliamentarian for fiscal 2008-2009.

Motion: Mr. Schofield  
Second: Mr. Pollack  
VOTE : Carried: 7-0

X. FOIL APPEALS OFFICER

**RESOLUTION:** BE IT RESOLVED, that the Board of Education appoint Board Member Ilene Clinton as Appeals Officer for Freedom of Information Requests (such appointment being allowed by Paragraph [a] of Subdivision 4 of Section 89 of the Public Officers Law).

Motion: Mr. Schofield  
Second: Mrs. Harvin  
VOTE : Carried: 7-0

XI. BOARD OF EDUCATION APPOINTMENTS

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

**RESOLUTION:** BE IT RESOLVED, that the Board of Education, appoints Eva DeFiglio to serve as Clerk to the Board of Education for fiscal 2008-2009.

Motion: Mr. Schofield  
Second: Mr. Pollack

Discussion: **Mrs. Harvin** was in favor of the Clerk's re-appointment and mentioned how organized and on top of things she is. **Mr. Schofield** thanked the Clerk for all her help during the year.

VOTE : Carried: 7-0

b. Oath of Office Administered to the Clerk to the Board of Education 2008-2009

Mr. Schofield administered the oath of office to Mrs. DeFiglio.

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

**RESOLUTION:** BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, extend the appointment of Mr. Brian Filkins as Internal Claims Auditor.

Motion: Mr. Schofield  
Second: Mr. Pollack  
VOTE : Carried: 7-0

d. Tax Collector (Education Law 2506; Commissioner's Regulation 170.2)

**RESOLUTION:** BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint Ms. Vincenza Sorriento as Tax Collector and also as the individual who will continue to assume the duties of Tax Collector for the fiscal July 1, 2008 through June 30, 2009.

Motion: Mr. Schofield  
Second: Mr. Mayo  
VOTE : Carried: 7-0

Items e through k were through a Consent Agenda.

Motion: Mr. Schofield  
Second: Mr. Mayo  
VOTE : Carried: 7-0

e. School District Treasurer (Education Law 2503; Commissioner's Regulation 170.2)

**RESOLUTION:** BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint Ms. Mary O'Neill to serve as School District Treasurer for 2008-2009.

**Discussion:** Mrs. Harvin mentioned that Mrs. O'Neill is doing an excellent job.

f. Administration of Oath to each of the Appointed Officers (Public Officer's Law 5, 10, 30)

The Clerk of the Board of Education will administer the Oath to the Tax Collector, School District Treasurer and Internal Claims Auditor.

g. District's Title IX Compliance Officer

**RESOLUTION:** BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint Susan Doyle as the District's Title IX Compliance Officer for the school years 2008-2009. Remuneration shall be \$550 for the year.

h. #504 Compliance Officer

**RESOLUTION:** BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint Kelly Handy as the #504 Compliance Officer, effective July 1, 2008 through June 30, 2009.

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

**RESOLUTION:** BE IT RESOLVED, that the Board of Education, upon recommendation of the Superintendent, appoint Dr. Racela at \$18,920 per year; Dr. O'Bryan at \$14,080 per year; and Riverview Pediatrics at \$14,080 per year as the School District Medical Officers for the 2008-2009 school year.

j. Central Treasurer, Extracurricular Classroom Activity Accounts (Education Law 2503)

**RESOLUTION:** BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint Ms. Dorothy Taylor as Central Treasurers, Extracurricular Classroom Activities Accounts, for the period July 1, 2008 through June 30, 2009.

k. Determiner of Residency and Homeless Liaison

**RESOLUTION:** BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint Mr. Steve Jensen as Determiner of Residency and Homeless Liaison for the period July 1, 2008 through June 30, 2009.

Motion: Mr. Schofield  
Second: Mr. Mayo  
VOTE : Carried: 7-0

XII. BOARD OF EDUCATION DESIGNATIONS 2007-2008

Items a through c were through a Consent Agenda.

Motion: Mr. Schofield  
Second: Mrs. Harvin  
VOTE : Carried: 7-0

a. The Official Bank Depository - All Funds (Education Law 2130; Commissioner's Regulation 170.2)

**RESOLUTION:** BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, designate the following banks as depositories of school district funds for the 2008-2009 school year:

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	Bookstore Fund – Checking
Student Activities Fund - Checking	Tax Account – Money Market

b. Regular Monthly Meetings (Education Law 2504)

**RESOLUTION:** BE IT RESOLVED, that the Board of Education will meet the first Wednesday of each month at 7:00 p.m., effective August 2008, and be it

FURTHER RESOLVED, that the second Board of Education meeting will be held the third Wednesday of the month, and be it

FURTHER RESOLVED, that if such meeting is canceled, the alternative date is to be the Tuesday following the first Wednesday of the month.

c. Official Newspaper (Education Law 2004)

**RESOLUTION:** BE IT RESOLVED, that the Board of Education, designate The Record as the Troy City School District's official newspaper for the 2008-2009 fiscal year.

Motion: Mr. Schofield

Second: Mrs. Adams

VOTE : Carried: 7-0

XIII. BOARD OF EDUCATION AUTHORIZATIONS 2008-2009

Items a through f were through a consent agenda.

Motion: Mr. Schofield

Second: Mr. Mayo

VOTE : Carried: 7-0

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

**RESOLUTION:** BE IT RESOLVED, that the Board of Education, authorize the Chief School officer to certify payrolls.

b. Attendance at Conferences, Conventions, and Workshops, etc. (Municipal Law 77-b)

**RESOLUTION:** BE IT RESOLVED, that the Board of Education, authorize the Superintendent to approve staff attendance at conferences, conventions, workshops, etc., during the fiscal 2008-2009.

c. Authorization to Establish Petty Cash Funds (Education Law 1709-39; Commissioner's Regulation 170.3)

**RESOLUTION:** BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, establish for the 2008-2009 school year, petty cash in the amount of \$75.00 each as follows:

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

Linda Martin - Principal, School #2

Tracey Ford - Principal, School #12

Karen Cloutier - Principal, School #14

Jeanna Kukulka - Principal, School #16

Cynthia Kilgallon - Principal, School #18  
Casey Parker - Principal, Carroll Hill  
Diana Germain - Principal of WKDMS  
John Carmello - Principal of Troy High  
Eva DeFiglio - Clerk of the Board  
Paul Apicella - Central Business Office  
Donald Kearns - Stock Room  
Dorothy Taylor - Bookstore

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

**RESOLUTION:** BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve the signature of the School Business Administrator –Mary O’Neill 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 as reproduced on the check signer.

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

**RESOLUTION:** 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

Be it 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.

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

**RESOLUTION:** BE IT RESOLVED, that the Board of Education authorizes the Chief School Officer to approve Budget Transfers of less than \$10,000.00 within major budget categories and that all transfers be reported to the Board on a monthly basis.

Motion: Mr. Schofield  
Second: Mr. Pollack  
VOTE : Carried: 7-0

XIV. BONDING OF PERSONNEL

District Treasurer; Tax Collector; Central Treasurer

**RESOLUTION:** 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 covered by a \$200,000 blanket bond:

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Superintendent of Schools  
Assistant Superintendent

Tax Collector  
Treasurer covered by a \$1,000,000 excess policy  
School Business Administrator  
Director of Management Services  
Courier

Motion: Mr. Schofield  
Second: Mrs. Harvin  
VOTE : Carried: 7-0

XV. BOARD OF EDUCATION RE-ADOPTION OF ALL POLICIES AND CODE OF ETHICS IN EFFECT 2008-2009 YEAR (Education Law 2503)

**RESOLUTION:** 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 Policy Manual, July 2, 2008.

Motion: Mr. Schofield  
Second: Mr. Mayo  
VOTE : Carried: 7-0

XVI. BOARD OF EDUCATION COMMITTEES 2008-2009

<u>Committee</u>	<u>Chairperson</u>
Education	Ilene Clinton and Stephanie Scully
Facilities	Carol Harvin and Anne Wager-Rounds
Policy & Planning	Mary Ellen Adams
Finance	Michael Pollack

Board Representative to the Gifted & Talented Task Force – Ilene Clinton and Stephanie Scully

Board Representative to the Diversity Committee – Mary Ellen Adams and Anne Wager-Rounds

BE IT RESOLVED, that the Board of Education hereby appoints the following Board of Education members to serve as liaisons between the Board of Education and the various school buildings as listed below:

School #2 -	School #18 -
School #12 -	Carroll Hill -
School #14 -	Doyle Middle-
School #16 -	Troy High -

Motion: Mr. Schofield  
Second: Mr. Mayo

Discussion: Mr. Schofield suggested doing away with board members being liaisons to the individual schools. His reasoning was that all board members attend different events at all the schools. Mrs. Clinton and Mrs. Harvin were against doing this since there was no discussion regarding this prior to this evening. A Roll Call vote was requested and resulted as follows:

YES

NO

Mrs. Adams

Mrs. Clinton

Mr. Mayo

Mrs. Harvin

Mr. Pollack

Mrs. Wager-Rounds

Mr. Schofield

VOTE :           Carried: 5-2

XVII. MOTION TO ADJOURN REORGANIZATIONAL MEETING

At approximately 7:30 p.m., Mr. Schofield made a motion to adjourn the Reorganizational meeting. This was seconded by Mr. Mayo and the vote carried: 7-0.

Respectfully submitted,

Eva DeFiglio  
Clerk of the Board