



## THE ENLARGED CITY SCHOOL DISTRICT OF TROY, NY

### BOARD OF EDUCATION

Date of Meeting: July 7, 2010  
Type of Meeting: **RE-ORGANIZATIONAL MEETING**  
Location: Doyle Middle School  
Time: 6:30 pm Executive Session  
**7:00 pm Re-Organizational Meeting**  
7:30 pm Regular Meeting

### MINUTES

#### I. MEETING CALLED TO ORDER

At 6:30 pm, Mr. Mayo, President, called the meeting to order with the Pledge of Allegiance.

#### II. ROLL CALL

Members Present: Mr. Tom Mayo, President  
Mrs. Anne Wager-Rounds, Vice President  
Mrs. Ilene Clinton  
Mrs. Carol Harvin  
Ms. Mary Marro-Giroux  
Mr. Jason Schofield  
Mr. Michael Tuttman

Members Absent: Mrs. Mary Ellen Adams (vacation)  
Mrs. Martha Walsh (vacation)

Also Present: Mr. Fahilika Atiba-Weza, Superintendent  
Dr. Nichelle Rivers, Assistant Superintendent  
Mr. Peter Hopke, Director of Management Services  
Ms. Kathleen Culligan, Human Resources Coordinator

III. EXECUTIVE SESSION

At 6:30 pm, Mr. Mayo made a motion to enter into Executive Session for the purpose of a contractual and personnel matter. This motion was seconded by Mrs. Wager-Rounds and the motion carried 7-0. The Superintendent and Dr. Rivers were also present in Executive Session.

At 7:15 pm, Mr. Mayo made a motion to enter into Public Session for the re-organizational meeting. This was seconded by Mr. Schofield and carried 7-0.

**PART I**

IV. INTRODUCTION OF NEW BOARD MEMBER

New board member Michael Tuttman (term July 1, 2010 - June 30, 2013) was welcomed. Mr. Tuttman has already taken his Oath of Office.

V. ELECTION OF BOARD OF EDUCATION PRESIDENT - Fiscal 2010-11  
(Education Law 2504, 2563)

Tom Mayo was nominated for President by Anne Wager-Rounds. Ms. Marro-Giroux seconded the motion.

At the request of Mr. Mayo, a poll vote was taken for President:

Mrs. Clinton	yes
Mrs. Harvin	no
Ms. Marro-Giroux	yes
Mr. Mayo	yes
Mr. Schofield	yes
Mr. Tuttman	yes
Mrs. Wager-Rounds	yes

Motion carries 6-1.

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

Mrs. Bruno, District Clerk, administered the Oath of Office to Mr. Mayo.

VII. ELECTION OF BOARD OF EDUCATION VICE PRESIDENT - Fiscal 2010-11  
(Education Law 2504, 2563)

Anne Wager-Rounds was nominated for Vice President by Mr. Mayo. This was seconded Mr. Schofield. Mrs. Harvin nominated Mrs. Clinton. Mrs. Clinton did not accept the nomination.

Poll Vote was taken for Vice President:

Mrs. Clinton	yes
Mrs. Harvin	no
Ms. Marro-Giroux	yes
Mr. Mayo	yes
Mr. Schofield	yes
Mr. Tuttmann	yes
Mrs. Wager-Rounds	yes

Motion carries 6-1.

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

Mrs. Bruno, District Clerk, administered the Oath of Office to Mrs. Wager-Rounds.

IX. APPOINTMENT OF PARLIAMENTARIAN

Jason Schofield was nominated to serve as Parliamentarian by Mrs. Wager-Rounds. This was seconded by Ms. Marro-Giroux.

Poll Vote was taken for Parliamentarian:

Mrs. Clinton	yes
Mrs. Harvin	no
Ms. Marro-Giroux	yes
Mr. Mayo	yes
Mr. Schofield	yes
Mr. Tuttmann	yes
Mrs. Wager-Rounds	yes

Motion carried 6-1.

BE IT RESOLVED, that the Board of Education appoint Board Member Jason Schofield to serve as Board Parliamentarian for fiscal year 2010-11.

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

Martha Walsh was nominated as FOIL Appeals Officer by Mrs. Wager-Rounds. This was seconded by Ms. Marro-Giroux.

Poll Vote was taken for FOIL Appeals Officer:

Mrs. Clinton	yes
Mrs. Harvin	yes
Ms. Marro-Giroux	yes
Mr. Mayo	yes
Mr. Schofield	yes
Mr. Tuttmann	yes
Mrs. Wager-Rounds	yes

Motion carried 7-0.

BE IT RESOLVED, that the Board of Education appoint Board Member Martha Walsh 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).

## PART II

### X. BOARD OF EDUCATION APPOINTMENTS (effective July 1, 2010 - June 30, 2011)

Mr. Mayo made a motion to act on Items (a) through (b) as a Consent Agenda. This was seconded Mrs. Wager-Rounds.

Motion carried 6-1. (Mrs. Harvin - no)

- 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 fiscal year 2010-2011.

- b. Oath of Office to the Clerk to the Board of Education 2010-2011

Mr. Mayo administered the Oath of Office to Mrs. Bruno.

Mr. Mayo made a motion to act on items (c) through (k) as a Consent Agenda. This was seconded by Mr. Schofield.

Motion to carry: Mr. Mayo  
Second to carry: Mr. Schofield

Motion carried: 7-0.

- 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.

- d. 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 Maureen Hernick as Tax Collector and also as the individual who will continue to assume the duties of Tax Collector for fiscal year July 1, 2010 through June 30, 2011.

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

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint of John Mattox to serve as School District Treasurer for fiscal year 2010-2011.

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

The Clerk of the Board will administer the Oath of Office to the following officers during business hours:

- Internal Claims Officer
- Tax Collector
- School District Treasurer

g. District's Title IX Compliance Officer

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint Fadhilika Atiba-Weza as the District's Title IX Compliance Officer for the school year 2010-2011.

h. #504 Compliance Officer

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint Dr. Nichelle Rivers as the #504 Compliance Officer, effective July 1, 2010 until through June 30, 2011.

i. 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 2010-11 school year:

Dr. Racela at \$18,920. per year; Dr. O'Bryan at \$14,080. per year; and Riverview Pediatrics at \$14,080. per year.

j. Central Treasurer, 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, Extra-Curricular Classroom Activities Accounts, for the period July 1, 2010 through June 30, 2011.

k. Determiner of Residency and Homeless Liaison

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint Talia Gamble as Determiner of Residency and Homeless Liaison for the period July 1, 2010 through June 30, 2011.

XI. BOARD OF EDUCATION DESIGNATIONS (effective July 1, 2010 - June 30, 2011)

Mr. Mayo made a motion to act on items (a) through (c) as a Consent Agenda. This was seconded by Mrs. Wager-Rounds.

Motion to carry: Mr. Mayo  
Second to carry: Mr. Schofield

Motion carried: 6-1. (Mrs. Harvin - no)

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 2010-11 school year:

First Niagara Bank: Trust & Agency Fund - Checking  
General Fund - Checking  
Special Aid Fund - Checking  
School Lunch Fund - Checking  
Student Activities Fund - Checking  
Payroll - Checking  
General Fund - Money Market  
Capital Fund - Checking  
Bookstore Fund - Checking  
Tax Account - Money Market

b. Regular Monthly Meetings  
(Education Law 2504)

BE IT RESOLVED, that the Board of Education will meet the first and third Wednesday of each month at 7:00 pm, effective August 4, 2010.

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 2010-11 fiscal year.

XII. BOARD OF EDUCATION AUTHORIZATIONS (effective July 1, 2010 - June 30, 2011)

Mr. Mayo made a motion to act on items (a) through (f) as a Consent Agenda. This was seconded by Mrs. Harvin.

Motion to carry: Mr. Mayo  
Second to carry: Mr. Schofield

Motion carried: 7-0

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.

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

BE IT RESOLVED, that the Board of Education authorize the Superintendent to approve staff attendance at conferences, conventions, workshops, etc. during fiscal year 2010-2011.

- c. 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 2010-2011 school year, petty cash in the amount of \$75 each as follows:

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

Linda Martin	Principal, School #2
Tracy Ford	Principal, School #12
Karen Cloutier	Principal, School #14
Jeanna Kukulka	Principal, School #16
Cynthia Kilgallon	Principal, School #18
Casey Parker	Principal, Carroll Hill
Brian Dunn	Principal, Doyle Middle School
John Carmello	Principal, Troy High School
Mary Beth Bruno	Clerk to the Board of Education
Paul Apicella	Central Business Office
Donald Kearns	Stock Room
Giovanna Driscoll	Bookstore

- d. 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 School Business Administrator - Mary O'Neill, and approve the signature of the District Treasurer, John Mattox, 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.

- e. 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.

f. 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. BONDING OF PERSONNEL

Mr. Mayo made a motion to approve Item (a). This was seconded by Ms. Marro-Giroux.

Motion carried: 7-0

a. District Treasurer, Tax Collector, Central Treasurer

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 covered by a \$200,000. blanket bond:

Superintendent of Schools  
Assistant Superintendent  
Tax Collector  
Treasurer (covered by a \$1,000,000. excess policy)  
School Business Administrator  
Director of Management Services  
Courier  
Central Treasurer

XIV. CELLULAR PHONE ASSIGNMENTS

Mr. Mayo made a motion to approve the following resolution. This was seconded by Mrs. Harvin.

Motion carried: 7-0

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
Assistant Superintendent	Principal School 12
Business Administrator	Principal School 14
Director of Management Services	Principal School 16
Coordinator of Student Transportation	Principal School 18
Coordinator of Physical Education	Principal Carroll Hill
Extended School Day Facilitator	Principal Doyle Middle School
21st Century Program Director	Principal Troy High School
Central Registration and Attendance (shared phone)	



Interpreter  
LEA Designee  
Director of School Facilities and Operations  
Night Custodial Supervisor  
Boiler Room (shared phone)

XV. BOARD OF EDUCATION RE-ADOPTION OF ALL POLICIES AND CODE OF ETHICS IN EFFECT 2010-2011 SCHOOL YEAR (Education Law 2503)

Mr. Mayo made a motion to approve the following resolution. This was seconded by Ms. Marro-Giroux.

Motion carried: 7-0

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, July 7, 2010.

XVI. BOARD OF EDUCATION COMMITTEES AND DESIGNATION OF COMMITTEE CHAIRS 2010-2011

The following committees were discussed and chairpersons designated:

<u>Committee</u>	<u>Chairperson</u>
Education	Ms. Marro-Giroux
Facilities	Mrs. Wager-Rounds
Policy & Planning	Mrs. Adams
Finance	Mr. Schofield
Transportation	Mrs. Harvin
Diversity Committee Representative	Mrs. Wager-Rounds

Discussion:

- Mrs. Harvin indicated that the Transportation Committee would meet as necessary, some time after the beginning of the school year.
- The Policy Committee will meet the first Wednesday of the month and be switched on the schedule with the Education Committee.
- Mr. Schofield suggested a District-wide committee be developed regarding the possibility of closing a building.

XVII. ADJOURN REORGANIZATIONAL MEETING

Mr. Mayo made a motion to adjourn the meeting at 7:35 pm. This was seconded Mr. Schofield. Motion carried 7-0.

Respectfully submitted by,

Mary Beth Bruno  
Clerk of the Board