

## RE-ORGANIZATION MEETING AGENDA

Date of Meeting: July 10, 2024  
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 (Called to order by Board Clerk)

A. Roll Call (Roll Call taken by Board Clerk)

### II. Election and Appointment of Officers

A. Oath of Newly Elected Board Members (by Board Clerk)

B. Election of Board of Education President (Term July 1, 2024 - June 30, 2025)  
(Education Law 2504, 2563)

1. Call for Nominations; Close Nominations; Call for Vote

C. Oath of Office to Newly-Elected President  
(Public Officer's Law 5, 10, 30)

D. Election of Board of Education Vice President (Term July 1, 2024 - June 30, 2025)  
(Education Law 2504, 2563)

1. Call for Nominations; Close Nominations; Call for Vote

E. Oath of Office to Newly-Elected Vice President  
(Public Officer's Law 5, 10, 30)

F. Appointment of Parliamentarian

BE IT RESOLVED, that the Board of Education appoints Board Member, \_\_\_\_\_, to serve as Board Parliamentarian for a term of July 1, 2024 through June 30, 2025.

### III. Board of Education Appointments

A. Board Clerk (Education Law 2503, Commissioner's Regulation 170.2)  
(Oath administered by Board President)

BE IT RESOLVED, that the Board of Education, appoints Theresa Kaniff, to serve as Board Clerk for the period of July 1, 2024 through June 30, 2025; and

BE IT FURTHER RESOLVED, that Ms. Kaniff shall receive a \$23,000 stipend for the performance of Board Clerk duties for the period from July 1, 2024 through June 30, 2025.

- B. 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, appoints Kenneth Terry as Internal Claims Auditor for the period of July 1, 2024 through June 30, 2025.
- C. 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, appoints EFPR Group as Independent Auditor for the period of July 1, 2024 through June 30, 2025.
- D. School Attorney**  
BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints the law firm of Guercio and Guercio, LLP as School Attorney for the purpose of general and labor counsel for the period of July 1, 2024 through June 30, 2025.
- E. Records Access Officer and Records Appeals Officer (8 NYCRR Section 185.2(a)(1))**  
BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints Nadia Carey as Records Access Officer and John Carmello as Records Appeals Officer for the period of July 1, 2024 through June 30, 2025.
- F. Tax Collector (Education Law 2506, Commissioner's Regulation 170.2)**  
BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints Patricia Facto as Tax Collector and also the individual who will continue to assume duties of Tax Collector for the period of July 1, 2024 through June 30, 2025.
- G. District Treasurer (Education Law 2503, Commissioner's Regulation 170.2)**  
BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints Adam DiNovo to serve as District Treasurer for the period of July 1, 2024 through June 30, 2025.
- H. Purchasing Manager (8 NYCRR 170.2)**  
BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints Kathleen Kussler to serve as Purchasing Manager for the period of July 1, 2024 through June 30, 2025.
- I. District's Title IX Compliance Officer**  
BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints Imran Abbasi and Adam Hotaling the District's Title IX Compliance Officer for the period of July 1, 2024 through June 30, 2025.
- J. Section 504 Compliance Officer**  
BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints Donna Watson as the Section 504 Compliance Officer for the period of July 1, 2024 through June 30, 2025.
- K. District School Medical Officers (Commissioner's Regulations 136.2)**  
BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints the following as School District Medical Officers for the period of July 1, 2024 through June 30, 2025.
- Dr. John O'Bryan  
Riverview Pediatrics
- L. Medicaid Compliance Officer**  
BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints Donna Watson as Medicaid Compliance Officer for the period of July 1, 2024 through June 30, 2025.
- M. 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, appoints

Giovona Driscoll as Central Treasurer for Extra-Curricular Classroom Activities Accounts for the period of July 1, 2024 through June 30, 2025.

**N. Determiner of Residency and Homeless Liaison**

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints Barbara Paulsen as Determiner of Residency; and Donna Fitzgerald as Homeless Liaison for the period of July 1, 2024 through June 30, 2025.

**O. Attendance Officer (Education Law 3213)**

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints Barbara Paulsen as Attendance Officer for the period of July 1, 2024 through June 30, 2025.

**P. Oath to Appointed Officers (Public Officer's Law 5. 10. 30)**

- Attendance Officer
- Internal Claims Auditor
- Tax Collector
- District Treasurer
- Purchasing Manager

**IV. Board of Education Designations/Approvals**

**A. Official Bank Depository - All funds**

BE IT RESOLVED, the Board of Education, upon the recommendation of the Superintendent, designates the following bank as depositories of the District funds for the period of July 1, 2024 through June 30, 2025:

NYCLASS

Pioneer Bank:

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

**B. Official Newspaper (Education Law 2004)**

BE IT RESOLVED, that the Board of Education designates The Record as the Troy City School District's official newspaper for the period of July 1, 2024 through June 30, 2025. The Superintendent of Schools shall be the Spokesperson for the District relating to media matters.

**C. Mileage Reimbursement Rate**

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby adopts a mileage reimbursement at a rate set by IRS for the period of July 1, 2024 through June 30, 2025.

**D. 2024-2025 Board Meeting Calendar**

BE IT RESOLVED, that the Board of Education will hold two meetings beginning at 6:00pm each month effective July 10, 2024.

FURTHER RESOLVED, that if such meeting is canceled, an alternate date will be scheduled.

[2024-2025 Board Meeting Calendar](#)

**E. Tuition Rate for Non-Resident Students**

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, hereby accepts the recommendation of the Superintendent to adopt the nonresident tuition rate of \$2,000 for grades K-6 and \$2,500 for grades 7-12 for students attending Troy schools who reside outside of the District.

**V. Board of Education Authorizations**

**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 for the period of July 1, 2024 through June 30, 2025.

**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, 2024 through June 30, 2025.

**C. Authorization to Establish Central Petty Cash Fund (Education Law 1709-39, Commissioner's Regulation 170.2)**

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, shall establish a central petty cash fund in the amount of \$150 in the Business Office for 2024-2025 school year. The Custodian of the central petty cash fund shall be the District Treasurer.

**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 District Treasurer, Adam DiNovo and Assistant Superintendent for Business, Adam Hotaling, each individually, as having 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 Assistant Superintendent for Business, as reproduced on the check signer.

**E. Cell Phone Assignments**

BE IT RESOLVED, that the Board of Education, in accordance with the Use of District-Owned Cellular Devices Policy 8332, approves the use of cellular devices for the individuals recommended by the Superintendent of Schools.

**F. Designee to Appoint Impartial Hearing Officers (IHO)**

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

**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 within major budget categories and that all transfers be reported to the Board on a monthly basis.

**H. 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, 2024 through June 30, 2025.

**I. 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.

**J. Authorization of Police Rate**

BE IT RESOLVED, that the Board of Education of the Enlarged City School District of Troy, hereby accepts the recommendation of the Superintendent to approve Troy City Police Officers to attend and patrol school district sports and special events at the officer's overtime rate.

**K. Dignity Act Coordinators (DAC)**

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints the following individuals as Dignity Act Coordinators for the period of July 1, 2024 through June 30, 2025.

Elizabeth VonEitzen - ALP  
Jennifer White - School 2  
Lauren Reynolds - School 14  
Kaitlyn Morhous - School 16

Christine Potaczala - CHS  
Jamilah Sawyer - School 18  
Sonya Shaw - TMS and District Coordinator  
Alexandria Phillips - THS

**L. Designee for Worker's Compensation Consortium**

RESOLVED, that the Board of Education hereby designates Adam Hotaling, Assistant Superintendent for Business, as the Board's representative to the Rensselaer-Columbia-Greene Workers' Compensation Consortium, and he is authorized and directed to execute the Rensselaer-Columbia-Greene Workers' Compensation Consortium Agreement to provide Workers' Compensation Insurance Benefits for the 2024-2025 school year.

**M. Letter of Intent Authorization**

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, 2024 through June 30, 2025.

**N. Bonding of Personnel**

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  
Deputy Superintendent  
Assistant Superintendents  
Tax Collector  
District 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  
Deputy Superintendent  
Assistant Superintendents  
Tax Collector  
District Treasurer

**O. Committee Appointments**

**1. Audit Committee**

BE IT RESOLVED, that the Board of Education appoints the following individuals to the Audit Committee for the 2024-2025 school year:

Matthew Flowers, Jr.

Thomas Mayo

Elizabeth Poletto

**2. Policy Committee**

BE IT RESOLVED, that the Board of Education appoints the following individuals to the Policy Committee for the 2024-2025 school year:

Ann Apicella

Ebony Pompey-Conway

Anne Wager-Rounds

**3. Committee on Special Education**

(a) BE IT RESOLVED, that the Board of Education appoints the following individuals to the Committee on Special Education for the 2024-2025 school year:

Chairperson(s):

Kerri Klinowski

Nikki Melkun

Donna Fitzgerald

Samantha Brewer

School Physician

Child's Regular Education Teacher

Kristin Lyden

Kristyn Kreutziger

Trinya Warner

School Psychologists

Child's Special Education Teacher

(b) BE IT RESOLVED, that the Board of Education appoints the following individuals to the Committee on Preschool Special Education for the 2024-2025 school year:

Chairperson(s):

Kerri Klinowski

Nicole Melkun

Donna Fitzgerald

Samantha Brewer

School Physician

Child's Regular Education Teacher

Kristin Lyden

Kristyn Kreutziger

Trinya Warner

School Psychologists

Child's Special Education Teacher

**P. Board of Education Re-Adoption of All Policies and School Board Member Ethics Exhibit in Effect 2024-2025 School Year (Education Law 2503)**

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, adopt the Policies and School Board Member Ethics Exhibit as they appear in the Board of Education's E-Policy Manual as of July 10, 2024.

(Board members provided with copy for signature of the School Board Member Ethics Exhibit 2160-E)

**VI. Adjourn Re-Organization Meeting**