

ICHABOD CRANE CENTRAL SCHOOL  
VALATIE, NEW YORK 12184

AGENDA

BOARD OF EDUCATION

JULY 11, 2017

Annual Organizational Meeting of the Board of Education  
July 11, 2017 at 7:00 pm in the High School Library

Temporary Chairperson – Michael Vanyo, Superintendent

Call Meeting to Order – Michael Vanyo, Superintendent

Announce Fire Exits – Michael Vanyo, Superintendent

Pledge of Allegiance – Michael Vanyo, Superintendent

Mission Statement: *"The Ichabod Crane Central School District is dedicated to preparing students to become contributing members of society in an ever-changing world by valuing diversity; providing a safe environment; and promoting unique talents, a desire for life-long learning, a strong spirit of community, and Rider pride."*

1. Administer Oath of Office to newly elected board members – District Clerk
  - Susan Ramos
  - Daniel Cohn
2. Motion for approval of organizational meeting agenda
3. Election of President (Nominations Please) – Michael Vanyo, Superintendent  
(Clerk to Administer Oath of Office to President)

The President will now conduct the meeting.

4. Election of Vice President (Nominations Please)  
(Clerk to Administer Oath of Office to Vice-President)
5. Administer oath of office to the Superintendent – Clerk

6. Consent Agenda:

6(A) Appointments – Officers And Others - Annual Appointments –

*All appointments to be in effect until the time of the 2017-2018 Organizational Meeting, or until a successor is appointed (whichever occurs first).*

<b>TITLE</b>	<b>INDIVIDUAL OR FIRM</b>	<b>STIPEND 2017-2018</b>
Treasurer	Wilhelmena Mazure	None
Receiver Of Taxes	Kinderhook Bank	\$1.00/Tax Bill
Internal Claims Auditor	Richard Phillips	\$4,200
Substitute Internal Claims Auditor	Shirley McThenia	\$32/hour
School Attorney	Roemer Wallens Gold & Mineaux, LLP	Per Contract
Bond Counsel	Barclay Damon, LLP	Per Agreement
Tax Certiorari Counsel	Goldman Attorneys	Per Agreement
Internal Audit Service	Michael Wolff Advisory Services	Per Agreement
External Audit Service	West & Co. CPAs PC	Per Agreement
District Fiscal Advisor	Bernie Donegan	Per Agreement
Insurance Agent	Metzwood Insurance	Per Agreement
403(b) Advisor	Mussett Wealth Management	Per Agreement
IT Consultants	Northland Computers	Per Agreement
HIPAA Privacy Official	Angela Cowan	None
Records Access Officer	Mindy Potts	None
Records Management Officer	Mindy Potts	None
Chief Information Officer	Michael Vanyo	None
District Representative To RCG Worker's Compensation Trust	Michael Brennan	None
District Designee To Vote For Trustees To The RCG Health Insurance Trust	Michael Vanyo	None
Civil Service Appointing Officer	Michael Brennan	None
Property Control Manager	Todd Digrigoli	None
Pesticide Notification Officer	Steve Marotta	None
Asbestos Lea Designee	Steve Marotta	None
Energy Manager	Bob Thorsey	\$1,000/month
Title I Grant Coordinator	Vikki Skarzynski	\$750
Title III Coordinator	Jennifer Thompson	\$750

6(B) Appointments Annual Appointments –

*All appointments to be in effect until the time of the 2017-2018 Organizational Meeting, or until a successor is appointed (whichever occurs first)*

<b>TITLE</b>	<b>INDIVIDUAL</b>
District Clerk	Mindy Potts
Tax Liaison	Mindy Potts
Purchasing Agent	Michael Brennan
Deputy Purchasing Agent	Amy Boothby

6(C) Designations:

Official Bank Depository	1) National Union Bank Of Kinderhook <i>(See Attached For Current Accounts)</i> 2) Citizen's Bank
Authorization to sign checks and to execute bank transfers	Treasurer Or Superintendent
Official Newspapers	Register Star & The Columbia Paper
Budget Hearing Date	Tuesday, May 01, 2018
Budget Vote & Election	Tuesday, May 15, 2018

6(D) CONSIDERATION FOR APPROVAL

To establish the mileage reimbursement rate to be set at the rate in accordance with the IRS rate, currently at \$.535/Mile (as of January 1, 2017)

6(E) CONSIDERATION FOR AUTHORIZATION

To authorize the Purchasing Agent or District Clerk to open bids

6(F) CONSIDERATION FOR AUTHORIZATION

To authorize the following personnel to issue working papers for the 2017-2018 school year:

Katherine Gulisane	Middle School
Jacqueline Cole	Middle School
Deborah Maticchiero	High School
Kelly Hill	High School
Beth Demers	High School
Tania Yearwood	High School

6(G) CONSIDERATION FOR ADOPTION

To readopt for the 2017-2018 school year, the following policies which have an annual review:

- School Board Member Code Of Ethics (#2160 & 2160R) – (mailed w/agenda)
- Purchasing Policy & Procedures (#6700) - (mailed w/agenda)
- Investment Policy (#6240) - (mailed w/agenda)

6(H) CONSIDERATION FOR APPROVAL

To approve, in accordance with policy #6900 Disposal of District Property, the following on-line auction site(s) to be used to dispose of items declared surplus and obsolete in accordance with policy 6900 Disposal of District Property:

- *Auctions International*

6(I) CONSIDERATION FOR ADOPTION

To readopt for the 2017-2018 school year, the Audit/Finance Committee Charter (mailed w/agenda)

6(J) CONSIDERATION FOR APPROVAL

To establish petty cash funds for the 2017-2018 school year as follows:

(Pursuant to State Education Law, Section 1709, Subdivision 29 & Commissioner's Regs 170.4)

In Custody of:	AMOUNT OF FUNDS:
District Clerk	\$100
Transportation Supervisor	\$100
Director Of Facilities	\$ 50
Tax Liaison	\$ 50

6(K) CONSIDERATION FOR APPROVAL

To establish the per diem rate of pay for teacher substitutes for the 2017-2018 school year as follows:

	2017-2018	
	Initial rate	Rate after 20 days
Uncertified Teacher	\$ 80/DAY	\$ 90/DAY
Certified Teacher	\$ 100/DAY	\$ 105/DAY
Uncertified Teaching Assistant	\$ 65/DAY	\$ 65/DAY
Certified Teaching Assistant	\$ 80/DAY	\$ 85/DAY
NYS Certified Retired Ichabod Crane Teacher Substitute	\$115/DAY	\$115/DAY
Term Substitute Teacher	\$185/DAY	\$185/DAY

6(L) CONSIDERATION FOR APPROVAL

A. To establish the hourly rate of pay for support staff substitutes and occasional employees for the 2017-2018 school year as follows:

	<u>2016-2017</u>	<u>2017-2018</u>
Clerk-Typist Substitute	\$ 11.00/hour	\$ 12.00/hour
Instructional Aide Substitute	\$ 9.70/hour	\$ 10.00/hour
Food Service Helper Substitute	\$ 9.70/hour	\$ 10.00/hour
Maintenance/Mechanic Substitute	\$ 11.75/hour	\$ 13.75/hour
Cleaner Substitute	\$ 9.95/hour	\$ 12.00/hour
Bus Driver Substitute	\$ 18.00/hour	\$ 20.00/hour
Bus Attendant Substitute	\$ 10.00/hour	\$ 12.00/hour
Registered Nurse Substitute	\$ 16.50/hour	\$ 20.00/hour
Occasional Central Office Support /Substitutes– Secretarial	\$ 15.00/hour	\$ 15.00/hour
Occasional Central Office Support/Substitutes – Clerical	\$ 11.00/hour	\$ 12.00/hour
Seasonal It Support/Substitute	\$ 11.00/hour	\$ 12.00/hour
SEIT	\$ 38.00/hour	\$ 38.00/hour

B. Retired Non-teaching ICC employees substituting in the position from which they retired to be paid at a rate which includes an additional \$1.00/hour

6(M) CONSIDERATION FOR APPROVAL

To establish the following rates for summer instructors for 2017-2018 as follows:

DRIVER EDUCATION

<b>Responsibility</b>	<b>Rate</b>
Driver Education Instructors	\$ 26.00/hour

SUMMER TEACHERS

<b>Responsibility</b>	<b>Rate</b>
Invitations Teacher	\$ 32.00/hour
Substitute Invitations Teacher	\$ 32.00/hour
Invitations Teaching Assistant	\$ 16.00/hour
Apex Teacher	\$ 32.00/hour

SUMMER ENRICHMENT TEACHERS

<b>Responsibility</b>	<b>Rate</b>
Teacher, Enriched Economics	\$73.00/session
Substitutes	\$73.00/course session

*(each session is 2 hours, 15 minutes in length)*

6(N) CONSIDERATION FOR APPROVAL

To establish the following rates for 2017-2018 as follows:

<b>Title/Responsibility</b>	<b>Rate</b>
Bus Driver/Trainer	\$ 28.25/hour
Adult Education Coordinator	\$ 3,400 Annual Stipend
Adult Education Instructors	\$ 20.00/hour
Language Interpreters	\$ 40.00/hour
Game Official: Scoreboard (Basketball)	\$25.00/game
Game Official: Timekeeper (Basketball)	\$25.00/game

6(O) CONSIDERATION FOR APPOINTMENT

To appoint the Ichabod Crane Medical Board, establish the rates for the 2017-2018 school year, and authorize the Board President to execute the agreements:

Title	Name	Stipend	Rate per Physical
Chairman Medical Board	Neal Baillargeon, MD	\$1,450	---
School Physician	Neal Baillargeon, MD	\$3,100	\$45
School Physician	Stephen Krizar, MD	\$3,100	\$45
School Physician	William Murphy, MD	\$3,100	\$45

6(P) CONSIDERATION FOR APPROVAL

To establish fees related to the leasing of School Buses, per Board Policy #8416-E, effective 7/01/17, as follows:

	2017-2018	
	Rate A	Rate B
BUS DRIVER	\$32.00/hour	\$44.00/hour
MILEAGE	\$ 1.97/Mile	\$ 1.97/Mile

6(Q) CONSIDERATION FOR APPROVAL

A. To assign rates per Board Policy #1500 & #1500R – Public Use of Facilities & the accompanying regulation for the 2017-2018 school year as follows:

Facility Requested	Category #1 <i>(School Sponsored Groups)</i>	Category #2 <i>(School Community Groups)</i>	Category #3 <i>(Community Non-Profit Groups)</i>
	<b>2017-2018</b>	<b>2017-2018</b>	<b>2017-2018</b>
Premier Fields	No Charge	\$30/ Game or Event	\$100/Game or Event
Auditorium	No Charge	No Charge	\$20/ hr

B. To designate the Ichabod Crane Booster Club as the official organization in charge of running the concession stand for the 2017-2018 school year

6(R) CONSIDERATION FOR APPROVAL *(mailed with agenda)*

To accept all Extra-classroom Activities for the 2017-2018 school year per the attached listing and to establish the rates for the following club advisors as follows:

Club Name	Established	Rate 2017-2018
MS Hiking and Outdoor Club	7/5/16	\$ 555
Chess Club	7/5/16	\$ 555
Sala Latina	10/4/16	\$ 555
5/6 Pops	11/1/16	\$ 555
Pawsitive Peers	5/2/17	Unpaid for 2017-2018

6(S) CONSIDERATION FOR APPROVAL

To establish school lunch prices for 2017-2018 as follows:

<b>Food Prices</b>	<b>Rate 2017-2018</b>
K-12 Regular Student Breakfasts	\$1.50
K-5 Regular Student Lunches	\$2.50
6-12 Regular Student Lunches	\$3.00
K-12 Reduced Price Breakfasts	\$ .25
K-12 Reduced Price Lunches	\$ .25
Student Milk Price	\$ .50

6(T) CONSIDERATION FOR APPROVAL

To establish for the 2017-2018 school year, teacher hours, per building, as follows:

<b>Building</b>	<b>Hours</b>
High School	7:35 am – 2:35 pm
Middle School	7:25 am – 2:25 pm
Elementary School	7:25 am – 2:25 pm
Primary School	8:30 am – 3:30 pm

6(U) CONSIDERATION FOR APPROVAL

To approve, in accordance with policy #8332 Use of District Owned Cell Phones, the following job titles to require use of a district-owned cell phone:

<b>Job Titles</b>	<b>Number of Phones Needed</b>
Administrators/Directors	2
District-wide Building Offices	1
Support Staff	6

6(V) CONSIDERATION FOR APPOINTMENT AND DESIGNATION *(mailed with agenda)*

To appoint, upon the recommendation of Michael Vanyo, Superintendent, members of the Committee on Special Education, Pre-School Education, CSE Sub-Committees, Impartial Hearing Officers and the Designated Official for IEP Distribution for the 2017-2018 school year, per the attached listing and to delegate the Board President as a representative of the Board who can appoint an Impartial Hearing Officer, in the event such a hearing is requested by the parent of a student with a disability (per policy 4321 and Commissioner Regulations § 200.5)

6(W) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of Michael Vanyo, Superintendent, Mary Roach, Esq. as alternate Hearing Officers for Student Disciplinary Hearings, pursuant to Education Law 3214 during the 2017-2018 school year

6(X) CONSIDERATION FOR APPOINTMENT

To appoint Peg Warner as the Section 504 Compliance Officer

6(Y) CONSIDERATION FOR APPOINTMENT

To appoint Suzanne Guntlow as the District Title IX Compliance Officer

## 6(Z) CONSIDERATION FOR APPROVAL

To approve, for the 2017-2018 school year, the *following annual appointments* to be in effect until the time of the 2018-2019 Organizational Meeting, or until a successor is appointed (*whichever occurs first*)

(1) – Chief School Officer to certify payroll (Comm Reg 170.2)

(2) – Chief School Officer or designee to approve attendance at conferences & workshops for all staff and administrators (Gen Mun Law 77b)

(3) – Chief School Officer to approve payment for additional in- service and graduate credit courses upon receipt of validation according to the Teacher's Contract and Board Policy Nos. 9280 & 9280(R)

(4) – Chief School Officer to sign Special Aid Projects and E-Rate documents

(5) – Chief School Officer or designee to approve payment for Curriculum Writing/Projects per the contractual rate

## 6(AA) CONSIDERATION FOR APPROVAL AND AUTHORIZATION

To approve authorization to provide Worker's Compensation Coverage for Board members and volunteers in addition to employees.

## 6(BB) CONSIDERATION FOR APPROVAL

To approve the Superintendent of Schools to fill positions in anticipation of appointment

## 6(CC) CONSIDERATION FOR APPROVAL

To establish 10 p.m. as the ending time for all Regular Board of Education Meetings for the 2017-2018 school year unless otherwise extended by Board action

6(DD) CONSIDERATION FOR APPROVAL (*mailed w/agenda*)

To re-approve the terms of the continuing loan of the Martin H. Glynn portrait to the Village of Valatie (*resolution originally approved January 20, 2015*)

End of Consent Agenda

Administer Oath of Office to District Clerk – Board President

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7. Discussion Action

7(A) CONSIDERATION FOR APPROVAL (*mailed w/agenda*)

To approve the 2017-2018 Board of Education Meeting dates and times as per the attached listing

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*The Regular Meeting Will Now Be Held - Agenda is Attached*