

ICHABOD CRANE CENTRAL SCHOOL
VALATIE, NEW YORK 12184

BOARD OF EDUCATION

JULY 9, 2013

MINUTES

The annual Organizational meeting of the Ichabod Crane Board of Education was held on Tuesday, July 9, 2013 at 7:00 pm in the Middle School Library.

All Board Members Present:

Kyle Aschenbrenner	John Chandler	Tricia Gerkman
Barbara-anne Johnson-Heimroth	Bruce Naramore	Jeffrey Ouellette
Susan Ramos	Cheryl Trefzger	Anthony Welcome

School Officials Present:

George Zini, Superintendent, Michael Brennan, Business Manager, Mena Mazure, Treasurer, William Schneider, High School Principal, Daniel Farley, Assistant High School Principal, Tim Farley, Middle/Elementary School Principal, Craig Shull, Middle/Elementary School Assistant Principal, Shannon Shine, Primary School Principal, Melissa Murray, Principal Responsible for APPR and Curriculum and Instruction, Robert McCloskey, Special Education Director, Steve Marotta, Director of Facilities, Juan González, IT Coordinator, Lori Creeron, Transportation Supervisor, and Mindy Potts, District Clerk

Superintendent George Zini, acting as temporary chairperson, called the meeting to order at 7:00 p.m.

Superintendent, George Zini announced the fire exits, conducted the Pledge of Allegiance and read the District Mission Statement:

"In our quest for excellence, the Ichabod Crane Central School District is dedicated to preparing all students to meet the challenges of our future and to appreciate the value of their own lives by nurturing each individual's unique talents, instilling a desire for life-long learning, and fostering a strong spirit of community."

District Clerk, Mindy Potts administered the Oath of Office to newly elected Board members Tricia Gerkman and Kyle Aschenbrenner.

MOTION TREFZGER 2ND NARAMORE

To approve the organizational meeting agenda
Carried, 9-0

Election of President

Superintendent, George Zini called for nominations for Board President

Board member Cheryl Trefzger nominated Anthony Welcome and Board member Barbara-anne Johnson-Heimroth seconded the nomination.

Seeing no other nominations, Temporary Chairperson, Superintendent, George Zini called for a vote. Those in favor of Anthony Welcome as President:

KYLE ASCHENBRENNER - YES	CHANDLER - YES	GERKMAN - YES
JOHNSON-HEIMROTH - YES	NARAMORE - YES	OUELLETTE - YES
RAMOS - YES	TREFZGER - YES	WELCOME - ABSTAIN

Carried, 8-0-1

District Clerk Mindy Potts administered the Oath of Office for President, Board of Education to Anthony Welcome.

Election of Vice President

Board President Anthony Welcome called for nominations for the office of Vice President.

Board member nominated John Chandler

Seeing no other nominations, Board President, Anthony Welcome called for a vote

KYLE ASCHENBRENNER - YES	CHANDLER - ABSTAIN	GERKMAN - YES
JOHNSON-HEIMROTH - YES	NARAMORE - YES	OUELLETTE – YES
RAMOS - YES	TREFZGER - YES	WELCOME - YES

Carried, 8-0-1

District Clerk Mindy Potts administered the Oath of Office for Vice-President, Board of Education to John Chandler.

District Clerk, Mindy M. Potts administered the Oath of Office for Superintendent to Superintendent, George Zini.

Consent Agenda

MOTION NARAMORE 2ND TREFZGER

To approve the following items contained under the Organizational Consent Agenda:

- 6(A). Appointments – Officers And Others - Annual Appointments –
All appointments to be in effect until the time of the 2014-2015 Organizational Meeting, or until a successor is appointed (whichever occurs first).

<i>TITLE</i>	<i>INDIVIDUAL OR FIRM</i>	<i>STIPEND</i>
Treasurer	Wilhelmena Mazure	None
Receiver Of Taxes	Kinderhook Bank	\$1.00/Tax Bill
Claims Auditor	TBD	\$3,500
School Attorney	Roemer Wallens Gold & Mineaux, LLP	Per Contract
Bond Counsel	Hiscock & Barclay	Per Agreement
Tax Certiorari Counsel	Goldman Attorneys	Per Agreement
Internal Audit Service	Michael Wolff Advisory Services	Per Agreement
External Audit Service	West & Co.	Per Agreement
District Fiscal Advisor	Bernie Donegan	Per Agreement
HIPAA Privacy Official	Angela Cowan	None
Records Access Officer	Mindy Potts	None
Records Management Officer	Mindy Potts	None
Chief Information Officer	George Zini	None
District Representative To RCG Worker's Compensation Trust	Michael Brennan	None
District Designee To Vote For Trustees To The RCG Health Insurance Trust	George Zini	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

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

6(B) CONSIDERATION FOR APPROVAL

Appointment of the voter registration board for the 2013-2014 school year, as listed, and establishment of remuneration of \$10.00 per hour for inspectors, assistant clerks, alternates and registration board members for the 2014-2015 Annual District Budget Vote & Election and referendums as determined by the Board of Education:

Peggy Butcher
Mindy Potts

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 13, 2014
Budget Vote & Election	Tuesday, May 20, 2014

6(D) To establish the mileage reimbursement rate for 2013-2014 in accordance with the IRS rate as follows: \$.565/Mile (*\$.555 in 2012-2013*)

6(E) To authorize the Purchasing Agent or District Clerk to open bids

6(F) To authorize the following personnel to issue working papers for the 2013-2014 school year:

Katherine Gulisane	Middle School
Jacqueline Dejarnette	Middle School
Deborah Matacchiero	High School
Courtney MacDonald	High School

6(G) To readopt for the 2013-2014 school year, all board of education policies in effect during the past school year including:

- School Board Member Code Of Ethics (#2160 & 2160R)
- Purchasing Policy & Procedures (#6700)
- Investment Policy (#6240)

6(H) To readopt for the 2013-2014 school year, the Audit/Finance Committee Charter

6(I) To establish petty cash funds for the 2013-2014 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(J) To establish the per diem rate of pay for teacher substitutes for the 2013-2014 school year as follows:

	<u>2013-2014</u>	<i>AFTER 20 DAYS</i>
Uncertified Teacher	\$ 70/DAY	\$ 80/DAY
Certified Teacher	\$ 90/DAY	\$ 95/DAY
Uncertified Teaching Assistant	\$ 60/DAY	\$ 60/DAY
Certified Teaching Assistant	\$ 75/DAY	\$ 80/DAY
Term Substitute Teacher	\$185/DAY	
NYS Certified Retired Teacher Substitute	\$100/DAY	

6(K) To establish the hourly rate of pay for support staff substitutes and occasional employees for the 2013-2014 school year as follows:

	<u>2012-2013</u>	<u>2013-2014</u>
Clerk-Typist	\$ 10.00/HOUR	\$ 10.00/HOUR
Instructional Aide	\$ 9.00 /HOUR	\$ 9.00 /HOUR
Food Service Helper	\$ 8.25/HOUR	\$ 8.25/HOUR
Maintenance/Mechanic	\$ 11.75/HOUR	\$ 11.75/HOUR
Cleaner	\$ 9.95/HOUR	\$ 9.95/HOUR
Bus Driver	\$ 16.00/HOUR	\$ 16.00/HOUR
Bus Attendant	\$ 10.00 /HOUR	\$ 10.00 /HOUR
Registered Nurse	\$ 16.50/HOUR	\$ 16.50/HOUR
Occasional Central Office Support /Substitutes– Secretarial	\$ 15.00/HOUR	\$ 15.00/HOUR
Occasional Central Office Support/Substitutes – Clerical	\$ 11.00/HOUR	\$ 11.00/HOUR
Seasonal It Support/Substitute	\$11.00/HOUR	\$11.00/HOUR
Substitute Claims Auditor	---	\$32.00/HOUR

6(L) To establish the following rates for summer instructors for 2013-2014 as follows:

	<u>2013-2014 Rate</u>
DRIVER EDUCATION INSTRUCTORS	\$ 26.00/HOUR

SUMMER SCHOOL TEACHERS

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

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

6(M) TO ESTABLISH THE FOLLOWING RATES FOR 2013-2014 AS FOLLOWS:

Bus Driver/Trainer	\$23.00/Hour
Adult Education Coordinator	\$3,400 Annual Stipend
Adult Education Instructors	\$18.50/Hour
Language Interpreters	\$20/Hour
Game Official: Scoreboard (Basketball)	\$25/game
Game Official: Timekeeper (Basketball)	\$25/game
Scrimmage Official	\$40/game

- 6(N) To appoint the Ichabod Crane Medical Board, establish the rates for the 2013-2014 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
School Physician	Ananthakrishnan Ramani, MD	\$3,100	\$45

- 6(O) CONSIDERATION FOR APPROVAL

1. To assign rates per Board Policy #1500 & #1500R – Public Use of Facilities & the accompanying regulation for the 2013-2014 school year as follows:

Facility Requested	Category #1 (School Sponsored Groups)		Category #2 (School Community Groups)		Category #3 (Community Non-Profit Groups)	
	2012-2013	2013-2014	2012-2013	2013-2014	2012-2013	2013-2014
Premier Fields	No Charge	No Charge	\$30/ Game or Event	\$30/ Game or Event	\$100/Game or Event	\$100/Game or Event
Auditorium	No Charge	No Charge	No Charge	No Charge	\$20/ hr	\$20/ hr

2. To designate the Ichabod Crane Booster Club as the official organization in charge of running the concession stand for the 2013-2014 school year

- 6(P) To establish school lunch prices for 2013-2014 as follows:

	<u>2012-13</u>	<u>2013-2014</u>
K-12 Regular Student Breakfasts	\$1.50	\$1.50
K-5 Regular Student Lunches	\$2.50	\$2.50
6-12 Regular Student Lunches	\$3.00	\$3.00
K-12 Reduced Price Breakfasts	\$.25	\$.25
K-12 Reduced Price Lunches	\$.25	\$.25
Student Milk Price	\$.50	\$.50

- 6(Q) CONSIDERATION FOR APPOINTMENT AND DESIGNATION

To appoint, upon the recommendation of George Zini, 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 2013-2014 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(R) CONSIDERATION FOR APPOINTMENT

To appoint, upon the recommendation of George Zini, Superintendent, Mary Roach, Esq. as alternate Hearing Officers for Student Disciplinary Hearings, pursuant to Education Law 3214 during the 2013-2014 school year

- 6(S) CONSIDERATION FOR APPOINTMENT
To appoint Bob McCloskey as the Section 504 Compliance Officer
- 6(T) CONSIDERATION FOR APPOINTMENT
To appoint Melissa Murray as the District Title IX Compliance Officer
- 6(U) CONSIDERATION FOR APPROVAL
To approve, for the 2013-2014 school year, the *following annual appointments* to be in effect until the time of the 2014-2015 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(V) CONSIDERATION FOR APPROVAL AND AUTHORIZATION
To approve authorization to provide Worker’s Compensation Coverage for Board members and volunteers in addition to employees.
- 6(W) CONSIDERATION FOR APPROVAL
To approve the Superintendent of Schools to fill positions in anticipation of appointment
- 6(X) CONSIDERATION FOR APPROVAL
To establish 10 p.m. as the ending time for all Regular Board of Education Meetings for the 2013-2014 school year unless otherwise extended by Board action

End of Consent Agenda

KYLE ASCHENBRENNER - YES	CHANDLER - YES	GERKMAN - YES
JOHNSON-HEIMROTH - YES	NARAMORE - YES	OUELLETTE – NO
RAMOS - YES	TREFZGER - YES	WELCOME - YES

Carried, 8-1

Board President, Anthony Welcome, administered the Oath of Office to District Clerk, Mindy M. Potts

MOTION CHANDLER 2ND NARAMORE
To approve the 2013-2014 Board of Education Meeting dates and times as per the attached listing
Carried, 9-0

District Clerk, Mindy M. Potts administered the Oath of Office to the following people at a date subsequent to the Board meeting:
Claims Auditor
Treasurer, Wilhelmena Mazure
Purchasing Agent, Michael Brennan

Distribution:
1) 2013-2014 Board Member Address & Phone Listing