



14665 State Route 22
New Lebanon, NY 12125

Executive Session at 5:30 p.m.
Reorganization Meeting 7:00 p.m.
July 7, 2010

The regular meeting was held at the Walter B. Howard Elementary School. The meeting was called to order by Superintendent McGraw at 5:53 p.m. and opened with the Pledge of Allegiance.

PRESENT: Board Members Wood, Sowalski, Smith (arrived at 7:32 p.m.), Bingham, Lambert, Gavrity (arrived at 7:28 p.m.), Kroboth, Superintendent McGraw, Leslie Whitcomb, Jr./Sr. High School Principal, Carrie Nyc-Chevrier, Business Administrator, Krista Giangrossi, Deputy District Clerk

ABSENT: Daniel Packard, WBH Elementary Principal, Tamara Thorpe-Odom, Director of Special Education

ALSO PRESENT: Members of the public

| | |
|---|--|
| <p>Executive Session</p> | <p>Public Comment</p> |
| <p>Board Member Wood made a motion to enter executive session at 5:53 p.m. Seconded by Board Member Sowalski. 4 ayes, 0 nays.</p> | |
| <p>Clerk Pro-Tem</p> | <p>Clerk Pro-Tem</p> |
| <p>Board Member Sowalski made a motion to appoint Superintendent McGraw as Clerk Pro-Tem. Seconded by Board Member Wood. 4 ayes, 0 nays.</p> | |
| <p>Return to Open Session</p> | <p>Return To Open Session</p> |
| <p>The Board returned to open session at 7:00 p.m.</p> | |
| <p>Oath of Office</p> | <p>Oath of Office</p> |
| <p>The Oath of Office was administered by Superintendent McGraw to new Board Members, Raymond Sowalski and David Kroboth (Board Member Gavrity was absent at this time) as well as the Board of Education Clerk; Carrie Nyc-Chevrier and Deputy Board Clerk, Krista Giangrossi. Deputy Board Clerk Giangrossi administered the Oath of Office to Superintendent McGraw.</p> | |
| <p>Election of President of the Board of Education</p> | <p>Election of President of the BOE</p> |
| <p>Board Member Sowalski made a motion to nominate Board Member Wood as President of the Board of Education. Board Member Bingham seconded the motion. 5 ayes, 0 nays. Deputy Board Clerk Giangrossi administered the Oath of Office to President Wood at the beginning of the meeting.</p> | |
| <p>Board Member Wood now conducted the meeting.</p> | |
| <p>Election of Vice President of the Board of Education</p> | <p>Election of the VP of the BOE</p> |
| <p>Board Member Wood made a motion to nominate Board Member Sowalski as Vice President of the Board of Education. Board Member Bingham seconded the motion. 5 ayes, 0 nays. Deputy Board Clerk Giangrossi administered the Oath of office to Vice President Sowalski.</p> | |

Public Comment

None.

Annual Appointments**Action Items**

Board Member Bingham made a motion to approve items A-E as a block. Seconded by Board Member Wood. 5 ayes, 0 nays.

- a. To appoint officers and others for annual appointments. All appointments to be in effect until the time of the 2010-2011 Organizational Meeting, or until a successor is appointed (whichever occurs first).

| Title | Individual or Firm | Stipend |
|---|---|-------------------------|
| District Clerk | Carrie Nyc-Chevrier | No stipend |
| Deputy District Clerk | Krista Giangrossi | \$2000.00 |
| Treasurer | Sharon Putnam | No stipend |
| Tax Liaison | Krista Giangrossi | No stipend |
| Receiver of Taxes | NERIC | Per contract |
| Claims Auditor | Susan Bues | Per contract |
| School Attorney | Roemer, Wallens & Mineaux, LLP | Per contract |
| School Physicians | Dr. Jose Nebres | Per contract |
| Extra-Curricular Treasurers | Eileen Winslow, Jr./Sr. High School Courtney McDonald, Elementary School | \$2000.00 No stipend |
| Independent Auditors | Raymond G. Preusser | Per Contract |
| Internal Auditor | Rensselaer City School District | Per Contract |
| Attendance Supervisors— Elementary and Jr. Sr. High School Nurses | Karen Patch Cheryle Rice | No stipend |
| Purchasing Agent | Karen D. McGraw | No stipend |
| Bond Counsel | M. Cornelia Cahill, Esq. | Per contract |
| Hearing Officer | Karen D. McGraw | No stipend |
| Hearing Officer Alternate | Susan DiDonato | Per contract |
| HIPPA Privacy Official | Carrie Nyc-Chevrier | No stipend |
| Records Access Officer | Krista Giangrossi | No stipend |
| Records Management Officer | Krista Giangrossi | No stipend |
| Asbestos Liaison Designee | Carrie Nyc-Chevrier | No stipend |
| MSDS Officer | Carrie Nyc-Chevrier | No stipend |
| School District Engineer | Clark Engineering | Per contract |
| School Architect | SEI Design Group | Per contract |
| Title IX Compliance Officer | Tamara Thorpe-Odom | No stipend |
| Homeless Liaison | Tamara Thorpe-Odom | No stipend |
| Section 504 Coordinator | Tamara Thorpe-Odom | No stipend |
| School Lunch Hearing Officer | Carrie Nyc-Chevrier | No stipend |

- b. To appoint the following to the Committee on Special Education:

| | |
|------------------------------------|--|
| Parent Representatives | Patricia Metzler Cindy & Ray Herrmann |
| Chairperson | Tamara Thorpe-Odom |
| Alternate Chairpersons | Leslie Whitcomb Karen McGraw |
| Parent of Child | TBD |
| Regular Education Teacher | TBD |
| Special Education Teacher of child | TBD |
| Child (when appropriate) | TBD |

- c. To appoint the following to the Committee on Preschool Education:

| | |
|-----------------------|--------------------|
| Chairperson | Tamara Thorpe-Odom |
| Alternate Chairperson | Karen McGraw |
| Parent Representative | Ray Herrmann |

Public Comment**Annual Appointments****Committee on Special Education****Committee on Preschool Education**

d. To appoint the following as Inspectors of Election:

| | |
|---------------|-------------------|
| Regina Lankin | Michelle Bienes |
| Sharon Putnam | Krista Giangrossi |
| Alissa Ross | |

e. To appoint the following Chairman of District Votes: Christopher Howe

Designations

Action Item

Board Member Wood made a motion to approve item A. Seconded by Board Member Bingham. 5 ayes, 0 nays.

a. To designate the following:

| | |
|---|--|
| Official Depository of School Funds | Bank of Greene County |
| Official Publications for Legal Notices | The Register Star The Chatham Courier |
| Signature of all District checks | District Treasurer |
| Alternate to sign District checks | Board of Education President |
| Budget Hearing Date | May 4, 2011 |
| Budget Vote & Election | May 17, 2011 |

Authorizations

Action Item

Board Member Sowalski made a motion to approve item A. Seconded by Board Member Wood. 5 ayes, 0 nays.

a. To authorize the following:

| | |
|---|---|
| Prepare and File Federal Aid Applications | Superintendent of Schools, Karen McGraw |
| Certify Payroll | Superintendent of Schools, Karen McGraw |
| Approve employee attendance at conferences | Superintendent of Schools, Karen McGraw |
| Authorize approval of service contracts and/or repair contracts not to exceed \$10,000 | Superintendent of Schools, Karen McGraw |
| Petty Cash: | Secretary to the Elementary School Principal: \$100.00 Secretary to the Jr./Sr. High School Principal: \$100.00 Secretary to the Superintendent: \$100.00 Bus Garage Dispatcher: \$100.00 |
| Authorize Bonding of District Treasurer, Tax Collector, Extra Curricular Activities Fund Treasurers | Approve Bonding by the Board of Education |
| Authorization to pay Utilities, Petty Cash and Postage pre the claims audit review | Business Administrator, Carrie Nyc-Chevrier |
| Authorize approved budget transfers up to \$5000 in accordance with Section 1702(L) of the Commissioner's Regulations | Superintendent of Schools, Karen McGraw |
| Authorization to invest surplus funds in accordance with Accepted Investment Practices and Board Policy | Business Administrator, Carrie Nyc-Chevrier |
| Authorization to hire personnel between Board of Education meetings | Superintendent of Schools, Karen McGraw |
| Approve change orders for capital projects needed between Board of Education meetings | Superintendent of Schools, Karen McGraw |

Inspectors of Election

**Chairman of District
Votes**

Designations

Authorizations

Rates**Action Items**

Board Member Lambert made a motion to approve items A-C as a block. Seconded by Board Member Bingham. 5 ayes, 0 nays.

a. To establish the following rates:

| | |
|--|------------------------------------|
| School Breakfast: | \$1.15 |
| School Lunch: | \$1.90 |
| Mileage Reimbursement Rate: (per United States Internal Revenue Service Approved Rate) | \$0.50 As designated by the IRS |
| Meal Allowance: | \$35.00 a day |
| Tutoring Rate: | \$20.00 per hour |

b. To establish the per diem rate of pay for teacher substitutes for the 2010-11 school year as follows:

| | |
|---------------------|----------|
| Uncertified Teacher | \$80/day |
| Certified Teacher | \$95/day |

c. To establish the Capitalization Threshold to be \$1500.00

Miscellaneous**Non-Action Item**

Board Members selected membership for various committees.

Action Items

Board Member Kroboth made a motion to approve item A-B as a block. Seconded by Board Member Sowalski. 5 ayes, 0 nays.

a. To set Board of Education meeting dates for 2010-2011.

b. To readopt for the 2010-11 school year, all Board of Education Policies and the Code of Ethics in effect during the past school year.

Minutes**Action Item**

Board Member Bingham made a motion to approve the June 16, 2010 minutes. Seconded by Board Member Wood. 5 ayes, 0 nays.

Acknowledgments/Administrative Comments

Superintendent McGraw notified the Board that Mary Mabb, Transportation Supervisor has started entering routes into TransFinder. The electrical upgrade at WBH has started. Summer cleaning has also started.

Carrie Nyc-Chevrier, Business Administrator notified the Board that the Business Office is busy closing out the fiscal year and ordering supplies for the Fall.

Leslie Whitcomb, Jr./Sr. High School Principal thanked Bruce (Woody) Wood for the plants he provided for graduation, final report cards and transcripts has been mailed. Regents reports are forth coming and driver's education has started.

Oath of Office

The Oath of Office was administered by Superintendent McGraw to new Board Member JoAnn Gavriety (arrived at 7:28 p.m.)

Rates**Board Committees****BOE Dates for 2010-2011****Adopted Policies for 2010-2011****Minutes****Acknowledgments/
Administrative
Comments****Oath of Office**

Personnel**Action Items**

Board Member Gavrity made a motion to approve items A-B as a block. Seconded by Board Member Bingham. No vote took place. Board Member Smith arrived at 7:32 p.m.

Board Member Sowalski made a motion to go into executive session at 7:33 p.m. Seconded by Board Member Wood. 7 ayes, 0 nays.

The Board returned to open session at 7:45 p.m. and completed the vote that was on the floor.

Board Member Gavrity made a motion to approve items A-B as a block. Seconded by Board Member Bingham. 5 ayes, 2 nays (Kroboth & Lambert), 0 abstentions

- a. Upon the recommendation of Superintendent McGraw, to appoint Keith Stuppelbeen to a full time Mechanic position, at a rate of \$27.62 per hour as per CSEA contract, effective July 1, 2010.
- b. Upon the recommendation of Superintendent McGraw, to appoint Harold Hoffman to a .5 Mechanic position, at a rate of \$26.58 per hour as per CSEA contract, effective July 1, 2010.

Board Member Wood made a motion to approve items C-N as a block. Seconded by Board Member Bingham. 7 ayes, 0 nays.

- c. Upon the recommendation of Superintendent McGraw, to appoint the following school bus monitors/drivers for Summer, 2010.

| Name | Driver | Sub Driver | Monitor | Sub Monitor |
|-----------------|--------|------------|---------|-------------|
| Hattie Leonard | √ | | | |
| Sue Mitchell | √ | | | |
| Harold Curtiss | √ | | | |
| Audrey Nerney | √ | | √ | |
| Harold Hoffman | √ | | | |
| Chris Howe | | | √ | |
| Lynn Dengler | | √ | | √ |
| Patty Gallup | | √ | | √ |
| Cynthia Furtado | | √ | | √ |
| Harris Kupper | | √ | | √ |
| Dawn Felter | | √ | | √ |
| Bob Koepp | | √ | | √ |
| Shannon Ames | | | √ | |
| Linda Parslow | | | √ | |
| Judith Bradley | | | √ | |

- d. Upon the recommendation of Superintendent McGraw, to appoint Michael Gleason to the probationary position of Network Systems Engineer with a salary of \$39,000, effective July 7, 2010. Permanent appointment after successfully passing the Civil Service exam.

Executive Session**Keith Stuppelbeen,
Full Time Mechanic****Harold Hoffman, .5
Mechanic****Summer Drivers, Sub
Drivers, Monitors and
Sub Monitors****Michael Gleason,
Network Systems
Engineer**

- e. Upon the recommendation of Superintendent McGraw, to appoint the following Class and Club Advisors for 2010-2011 school year:

| Class/Club Advisors | | Stipend |
|--------------------------------|----------------|------------|
| Grade 7 (Class of 2016) | TBD | \$575 |
| Grade 9 (Class of 2014) | Clint Garrigan | \$675 |
| Grade 10 (Class of 2013) | TBD | \$675 |
| National Honor Society | Glenn Giumarra | \$600 |
| High School Drama Club Advisor | TBD | \$950 |
| Science Olympiad | Ben Long | \$600 |
| Art Club (pilot) | Donna Brooks | No stipend |

- f. Upon the recommendation of Superintendent McGraw, to appoint the following for the 2010-2011 school year:

| Name | Position | Stipend |
|-----------------|---------------------------|---------|
| Lisa Kreutziger | Chief Information Officer | \$5000 |
| TBD | Water System Operator | \$2000 |
| TBD | Certified Pool Operator | \$750 |

- g. Upon the recommendation of Superintendent McGraw, to appoint Robert Taber, substitute cleaner, at a rate of \$10.35 per hour as per CSEA contract, effective July 8, 2010.
- h. To accept the resignation of Ann Lala, Elementary teacher for purpose of retirement, effective July 20, 2010.
- i. Upon the recommendation of Superintendent McGraw, to appoint Katie McKinney to the elementary tenure area (probationary), Step 2 with a salary of \$42,672, effective September 1, 2010. Ms. McKinney has a MA and Initial Certificates in Childhood Education (Grades 1-6) and Literacy (Birth-Grade 6). (previously appointed at the 6/16/10 meeting as a permanent substitute)
- j. Upon the recommendation of Superintendent McGraw, to appoint Jason Breslin to the elementary tenure area (permanent substitute), Step 4 with a salary of \$42,433, beginning September 1, 2010 through June 30, 2011. Mr. Breslin has a Bachelors and an Initial Certificate in Childhood Education (Grades 1-6) an Initial Extension in Social Studies 7-9, and a Supplementary Certificate in Early Childhood Education (Birth-Grade 2).
- k. Upon the recommendation of Superintendent McGraw, to appoint Valene Synakowski to the K-12 Music tenure area, Step 6 with a salary of \$45,540, effective September 1, 2010. Ms. Synakowski has a MA and an Initial Certificate in Music.
- l. Upon the recommendation of Superintendent McGraw, to appoint Clint Garrigan to a substitute maintenance position at a rate of \$12.45 per hour as per CSEA contract, effective July 8, 2010.
- m. Upon the recommendation of Superintendent McGraw, to appoint the following mentors as per the Mentoring Plan effective September 1, 2009:

| Mentor | Stipend | Mentee |
|------------|-----------|----------------|
| Tracy Kent | \$1000.00 | Katie McKinney |

- n. To accept the resignation of Amanda Clark, School Counselor, effective June 29, 2010.

Curriculum and Instruction

Action Items

Board Member Sowalski made a motion to approve items A-B as a block. Seconded by Board Member Wood. 7 ayes, 0 nays.

- a. To approve the 2010-2011 District Calendar with a correction.

Clint Garrigan, Class Advisors

Glenn Giumarra, National Honor Society Advisor

Ben Long, Science Olympiad Advisor

Donna Brooks, Art Club Advisor

Lisa Kreutziger, Chief Information Officer

Robert Taber, Substitute Cleaner

Ann Lala, Retirement

Katie McKinney, Elementary Tenure Area

Jason Breslin, Elementary Tenure Area

Valene Synakowski, K-12 Music Tenure Area

Clint Garrigan, Substitute Maintenance Position

Tracy Kent, Mentor

Amanda Clark, Resignation

2010-2011 District Calendar

- b. To approve CSE/CPSE recommendations of programs and placements for the following special education students:

| | | | |
|-----------|-----------|-----------|-----------|
| 000004052 | 000011076 | 092100059 | 090430000 |
| 090360000 | 091770001 | 092100047 | 090130001 |

Financial

Action Items

Board Member Lambert made a motion to approve items A-E as a block. Seconded by Board Member Wood. 7 ayes, 0 nays.

- To accept a donation of \$4,448.50 from the New Lebanon Sports Booster Club for the purpose of purchasing a swimming timing system.
- To increase budget line A2855200 by \$4,448.50.
- To approve a Health Service contract with East Greenbush Central School District for the 2009-2010 school year to provide health services to 8 students attending Holy Spirit School and Montessori School at a rate of \$487.24 per child and to authorize the President of the Board of Education, and the Board Clerk to execute the agreement.
- To approve the May, 2010 Treasurer's report.
- To authorize Superintendent McGraw to enter into an employment agreement with CSEA beginning July 1, 2010 – June 30, 2014.

Superintendent

Action Item

Board Member Kroboth made a motion to approve item A. Seconded by Board Member Wood. 7 ayes, 0 nays.

- To approve the 2010-2011 Board of Education goals.

Board Open Discussion

The Board requested the following topics/items be placed on future agendas: reports from embedded staff developers, student projects or demonstrations, information from the historical society about the Union Free school building with regard to building use and grants.

Public Comment

Mr. Michael Brustch asked about what is being done about filling the elementary principal position.

Executive Session

Board Member Wood made a motion to enter executive session to discuss employment matters related to a particular person or corporation and collective bargaining at 8:05 p.m. Seconded by Board Member Sowalski. 7 ayes, 0 nays.

Clerk Pro-Tem

Board Member Sowalski made a motion to appoint Superintendent McGraw as Clerk Pro-Tem. Seconded by Board Member Wood. 7 ayes, 0 nays.

CSE/CPSE Recommendations

Accepted Donation

Increased Budget Line

East Greenbush CSD Health Service Contract

May, 2010 Treasurer's report

CSEA Agreement 7/1/10-6/30/14

2010-2011 BOE Goals

Board Open Discussion

Public Comment

Executive Session

Clerk Pro-Tem

Adjournment
Board Member Wood made a motion to adjourn at 9:12 p.m. Seconded by Board Member Sowalski. 7 ayes, 0 nays.

_____ Respectfully submitted,
Krista Giangrossi, Deputy District Clerk

Adjournment