



14665 State Route 22
New Lebanon, NY 12125

Organizational Regular Meeting at 7:00 p.m.
July 8, 2009

The Organizational Meeting was held at 7:00 p.m. at the Jr./Sr. High School. It was called to order by Superintendent McGraw and opened with the Pledge of Allegiance.

PRESENT: Board Members Wood, Sowalski, Luhrmann, Smith, Gavrity, Bingham, Superintendent McGraw, Daniel Packard, WBH Elementary Principal, Carrie Nyc-Chevrier, Business Administrator, Ed Davis, Transportation Supervisor, Tamara Thorpe-Odom, Director of Special Education and Krista Giangrossi, Deputy District Clerk.

ABSENT: Board Member Lambert and Leslie Whitcomb, Jr./Sr. High School Principal.

ALSO PRESENT: Members of the public.

<p>Oath of Office The Oath of Office was administered by Superintendent McGraw to new Board Members, Monique Wood and Tracy Bingham 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 Board Member Luhrmann made a motion to nominate Board Member Wood as President of the Board of Education. Board Member Gavrity seconded the motion. 6 ayes, 0 nays. Superintendent McGraw 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 Board Member Luhrmann made a motion to nominate Board Member Sowalski as Vice President of the Board of Education. Board Member Gavrity seconded the motion. 6 ayes, 0 nays. Deputy Board Clerk Giangrossi administered the Oath of office to Vice President Sowalski.</p> <p>Public Comment Board Member Luhrmann thanked Board President Wood and Vice President Sowalski for being officers for another year.</p>	<p>Oath of Office</p> <p>Election of President</p> <p>Election of Vice President</p> <p>Public Comment</p>
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Annual Appointments**Action Items**

Board Member Gavriety made a motion to approve items A-E as a block.
Seconded by Board Member Smith. 6 ayes, 0 nays.

- a. To appoint officers and others for annual appointments. All appointments to be in effect until the time of the 2009-2010 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	TBD	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 Charlene Slattery, 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	Leah Bendick 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 Hermann
Chairperson	Tamara Thorpe-Odom
Alternate Chairperson	Leslie Whitcomb Daniel Packard Karen McGraw
Parent of Child	TBD
Regular Education Teacher	TBD
Special Education Teacher of child	TBD
Child (when appropriate)	TBD

Annual Appointments

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

Chairperson	Tamara Thorpe-Odom
Alternate Chairperson	Daniel Packard
Parent Representative	Ray Herrmann

d. To appoint the following as Inspectors of Election:

Regina Lankin	Michelle Bienes
Sharon Putnam	Krista Giangrossi
	Thomas Carroll

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

Designations

Designations

Action Items

Board Member Smith made a motion to approve item A. Seconded by Board Member Wood. 6 ayes, 0 nays.

a. To designate the following:

Official Depository of School Funds	Bank of America
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 5, 2010
Budget Vote & Election	May 18, 2010

Authorizations

Authorizations

Action Items

Board Member Wood made a motion to approve item A. Seconded by Board Member Sowalski. 6 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
Authorize Bonding of District Treasurer, Tax Collector, Extra Curricular Activities Fund Treasurers	Approve Bonding by the Board of Education
Pay Utilities, Petty Cash and Postage pre the claims audit review	Business Administrator, Carrie Nyc-Chevrier
Approve budget transfers up to \$5000 in accordance with Section 1702(L) of the Commissioner's Regulations	Superintendent of Schools, Karen McGraw
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

Rates**Action Items**

Board Member Sowalski made a motion to approve items A-C as a block. Seconded by Board Member Wood. 6 ayes, 0 nays.

a. To establish the following rates:

School Breakfast:	\$1.10
School Lunch:	\$1.85
Mileage Reimbursement Rate: (per United States Internal Revenue Service Approved Rate)	\$0.55 As designated by the IRS
Meal Allowance:	\$35.00 a day

b. To establish the per diem rate of pay for teacher substitutes for the 2009-10 school year as follows:

Uncertified Teacher	\$80/day
Certified Teacher	\$90/day

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

Miscellaneous**Non-Action Item**

Board Members chose committee membership for the 2009-2010 school year.

Action Items

Board Member Wood made a motion to approve items A-B as a block. Seconded by Board Member Sowalski. 6 ayes, 0 nays. During discussion further information was requested. The motion was temporarily tabled while the information was provided. The Board then returned to the motion with changes to the Board of Education dates for 2009-2010.

a. To set Board of Education meeting dates for 2009-2010.

b. To readopt for the 2009-10 school year, all Board of Education Policies and the Code of Ethics in effect during the past school year.

Minutes**Action Item**

Board Member Luhrmann made a motion to approve the June 17, 2009 minutes. Seconded by Board Member Wood. 6 ayes, 0 nays.

Acknowledgments/Administrative Comments**Non-Action Items**

Ed Davis, Transportation Supervisor, updated the Board on the NYSDOT semi-annual inspection results. The District received a 98% passing rate. He thanked the mechanics and bus drivers for doing such a great job.

Superintendent McGraw updated the Board on the timeline for the windows at WBH. They should be installed in August. The timeline for the paving project is still unknown at this time due to various factors.

Carrie Nyc-Chevrier updated the Board on the status of the pool painting and the cafeteria RFP. The Board agreed to meet on July 16, 2009 at 6:00 p.m. in the Superintendent's Conference room to approve the bid opening.

Rates**Miscellaneous****Minutes****Acknowledgements/
Administrative
Comments**

Executive Session

Board Member Sowalski made a motion to go to Executive Session at 7:35 p.m. to discuss employments matters related to a particular person or corporation. Seconded by Board Member Luhrmann. 6 ayes, 0 nays. The Board returned to Open Session at 7:55 p.m.

Personnel

Action Items

Board Member Gavrity made a motion to approve items A-I, Seconded by Board Member Wood. 1 aye, 5 nays (Bingham, Smith, Wood, Sowalski and Luhrmann). Board Member Sowalski made a motion to table item F. Seconded by Board Member Wood. 5 ayes, 1 nay (Gavrity). Board Member Luhrmann made a motion to approve items A-I with the exception of F. Seconded by Board Member Wood. 6 ayes, 0 nays.

- a. Upon the recommendation of Superintendent McGraw, to appoint Laura Slagen to a probationary position in the K-6 certification area, at a salary of \$40,339, Step 3 with a Bachelors Degree, as per contract, effective September 1, 2009.
- b. Upon the recommendation of Superintendent McGraw, to appoint Kara Siciliano to a permanent substitute position in the 7-12 Language other English (Spanish) certification area, at a salary of \$39,439 Step 1 with a Bachelors, as per contract, effective September 1, 2009.
- c. Upon the recommendation of Superintendent McGraw, to appoint Gretchen O'Connell substitute clerical worker for times when school is not in session, effective July 1, 2009, at a rate of \$13.77 as per CSEA contract.
- d. Upon the recommendation of Superintendent McGraw, to appoint Christopher Howe substitute clerical worker, effective July 1, 2009, at a rate of \$13.77 as per CSEA contract.
- e. Upon the recommendation of Superintendent McGraw, to appoint Michelle Schrader, to probationary .51 position in the K-12 Art Certification area, at a prorated salary of \$40,923, Step 2 with a Masters, effective September 1, 2009.
- f. (TABLED) Upon the recommendation of Superintendent McGraw, to appoint the following volunteer for Fall, 2009.

Volunteer	Sport	Stipend
Kelly Magin	Girls Varsity Soccer	No stipend

- g. Upon the recommendation of Superintendent McGraw, to appoint the following Class and Club Advisors for 2009-2010 school year:

Class Advisors		Stipend
Grade 9 (Class of 2013)	Daniel Schneider	\$600.00
Club Advisors		Stipend
Spirit Club	Dottie Rogers co-advisor Michelle Bienes co-advisor	\$875.00 (shared)
Gymnastics (Intramural)	TBD	\$1050.00
Dance Club Advisor	TBD	No stipend
JuJitsu Club Advisor	TBD	No stipend

- h. To accept the resignation of Sharon Putnam, Teachers Aide, effective July 9, 2009.
- i. Upon the recommendation of Superintendent McGraw, to appoint Sharon Putnam, Account Clerk at a salary of \$30,000 effective July 9, 2009.

Executive Session

**Laura Slagen,
Probationary
Position K-6 Cert.
Area**

**Kara Siciliano,
Perm Substitute**

**Gretchen
O'Connell,
Substitute Clerical
Worker**

**Christopher Howe,
Substitute Clerical
Worker**

**Michelle Schrader,
Probationary
Position**

Tabled Item F

**Daniel Schneider,
Class Advisor**

**Dottie Rogers &
Michelle Bienes,
Club Advisors**

**Sharon Putnam,
Resignation**

**Sharon Putnam,
Account Clerk**

Financial**Action Items**

Board Member Smith made a motion to approve items A-F as a block. Seconded by Board Member Wood. 6 ayes, 0 nays.

- a. To approve budget transfers totaling \$23,738.76.
- b. To authorize the Superintendent to initiate the installation of a softball field on the Jr./Sr. High School campus not to exceed \$30,000 including materials and labor.
- c. To approve the Jr./Sr. High School Extra-Curricular Accounts dated May 1-31, 2009 as submitted by Eileen Winslow, Extra-Curricular Accounts Treasurer.
- d. To approve a Health Service contract with North Colonie Central Schools to provide health services to 1 student attending Loudonville Christian School at a rate of \$459.77 per student and to authorize the President of the Board of Education, and the Board Clerk to execute the agreement.
- e. To approve a Health Service contract with East Greenbush Central Schools to provide health services to 8 students attending Holy Spirit and Montessori Schools at a rate of \$427.66 per student and to authorize the President of the Board of Education, and the Board Clerk to execute the agreement.
- f. Upon the recommendation of Superintendent McGraw, to award a bid for two (2) 2009-2010 Chevrolet 28 passenger buses as per specifications and options in the amount of \$93,666.00 and 1 (one) 2009-2010 Chevrolet 21 passenger bus in the amount of \$56,051.00 as per specifications and options to Don Brown Bus Sales, Inc., the lowest bidder as a result of a bid opening on July 1, 2009.

Curriculum and Instruction**Non-Action Items**

The Board reviewed the following revised policies: (first reading)

3272	Advertising in the Schools
3310	Public Access to Records
5670	Records Management
5671	Disposal of Consumer Report Information and Records
3271	Solicitation of Charitable Donations from School Children
7131	Education of Homeless Children and Youth
7121	Diagnostic Screening of Students
7232	Seventh and Eighth Grade Acceleration and AP Courses

The Board reviewed the Walter B. Howard Elementary and Jr./Sr. High School Library program reports.

Action Items

Board Member Wood made a motion to approve items A-D as a block. Seconded by Board Member Luhrmann. 6 ayes, 0 nays.

- a. To approve excessing approximately 60 elementary library books.

Budget Transfers**Softball Field Installation****Jr./Sr. High School Extra Curricular Accounts May 1-31, 2009****North Colonie CSD Health Service Contract****East Greenbush CSD Health Service Contract****Awarded Bus Bids****Reviewed Policies****Library Reports****Excessed Library Books**

b. To approve excessing the following textbooks.

Title	Publisher	Date Published	Quantity
Our United States	Silver Burdett Ginn	1987	45
Fast as the Wind	Silver Budett Ginn	1997	45
Reading (Grade 2)	MacMillan/McGraw Hill	2005	8
New York: Our Communities	Silver Burdette	1980	44
World Book Encyclopedia	World Book, Inc.	1996	26
Language 4	Laidlaw Brothers	1983	25
New York Communities	Gibbs, M Smith, Inc.	1983	44
The Living Environment Biology	Amsco	2000	70

Excessed Text Books

c. To approve continuation of the swimming team and wrestling team merger with Berlin Central School District for the 2009-2010 school year.

Team(s) Merger with Berlin

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

CSE/CPSE Placements

000000495 000002236 000000894 000000319 000000676 000000054
 000004111 00000812 000000230 000002349 000002298 000000697
 00000227 00002410

Superintendent

Solar Energy System Update

Non-Action Item

Superintendent McGraw updated the Board on a possible solar energy system for the Walter B. Howard Elementary School.

Action Items

NL Summer Youth Program Field Trips

Board Member Sowalski made a motion to approve items A-B as a block. Seconded by Board Member Luhrmann. 6 ayes, 0 nays.

a. To approve the use of school district buses at no extra charge except for the cost of fuel and a driver by the New Lebanon Summer Youth Program to the following destinations:

Date	Destination
7/17/09	Zoom Flume
7/28/09	Skate Factory
8/7/09	Great Escape
TBD	Columbia County Sheriff's Day at Copake Park

PTA Basketball Court

b. To approve the PTA installation of a full basketball court in place of the existing half court at the elementary school at no cost to the district.

Board Open Discussion

Board Open Discussion

Board Member Smith asked about having a clean up day for the old bus garage at the high school. It was decided that volunteers will be on the agenda for the July 16 meeting.

Public Comment

Public Comment

Mr. Michael Brutsch asked about the resignation of the past account clerk.

Executive Session

Executive Session

Board Member Wood made a motion to go into executive session to discuss employment matters related to a particular person or corporation and collective bargaining at 8:54 p.m. Seconded by Board Member Luhrmann. 6 ayes, 0 nays

Clerk Pro-Tem

Board Member Sowalski made a motion to appoint Superintendent McGraw as Clerk Pro-Tem. Seconded by Board Member Luhrmann. 6 ayes, 0 nays.

Adjournment

Board Member Wood made a motion to adjourn at 10:00 p.m. Seconded by Board Member Gavriity. 6 ayes, 0 nays.

Respectfully submitted,
Krista Giangrossi, Deputy District Clerk

Clerk Pro-Tem

Adjournment