



Wednesday, July 14, 2021
Regular Meeting of the New Lebanon Central School Board of Education
7:00pm WBH Library

Attendance: (P=Present A=Absent)

Tim Lambert __P__
Mike Brutsch __P__
Bill Buckenroth __P__
John Kalisz __P__
Rob Long __P__
Sharon Putnam __P__
Richard Sime __A__

Also in attendance:

Andrew Kourt __P__
Matt Klafehn __P__
Josh Noble __P__
Francis Rielly __P__

1. MEETING CALLED TO ORDER & PLEDGE OF ALLEGIANCE

The meeting was called to order by Board President Lambert at 7:02pm and opened with the Pledge of Allegiance.

2. OATH OF OFFICE

A. Oath of Office administered to the newly (re)elected Board of Education Members Brutsch and Buckenroth

B. Oath of Office administered to the District Clerk-Kelly McGivern

C. Oath of Office administered to Superintendent of Schools- Andrew Kourt

D. Oath of Office administered to the Deputy District Clerk- Francis Rielly

E. Oath of Office administered to the District Treasurer- Danielle Brewster

3. ELECTION OF OFFICERS OF THE BOARD OF EDUCATION

Board member Lambert made the motion to elect Sharon Putnam as Board of Education President. Board member Brutsch seconded. 6 ayes, 0 nays, 0 abstained.

A. Motion to elect a President of the Board of Education

B. Oath of Office administered to the President of the Board of Education

C. The Board President will now conduct the meeting

Board President Putnam made the motion to elect Board member Brutsch as Vice President. Board member Lambert seconded. 6 ayes, 0 nays, 0 abstained.

E. Oath of Office administered to the Vice President of the Board of Education

4. ANNUAL APPOINTMENTS

Board President Putnam made the motion to approve items 4A-C. Board member Lambert seconded. 6 ayes, 0 nays, 0 abstained.

A. Motion to appoint officers and other annual appointments- To appoint officers and others for annual appointments. All appointments to be in effect until the time of the July 2022 Organization Meeting, or until a successor is appointed (whichever occurs first). See list below:

Title	Individual or Firm	Stipend
Asbestos Liaison Designee	Francis Rielly	No stipend
Attendance Supervisors—Elementary and JSHS Nurses	Christina Seyerlein & Jennifer Blenke	No stipend
Bank Courier	Sarah Roblez	\$25.00 per trip (excluding mileage)
Bond Counsel	M. Cornelia Cahill, Esq.	Per Contract
Chemical Hygiene Officer	Glenn Giumarra	No Stipend
Certified Pool Operator	Chris Pallozzi	\$750
Clerk of the Annual Meeting and District Vote/Chief Inspector	Kelly McGivern	No Stipend
Commercial Insurance Carrier	Utica National Insurance Group	Per contract
Deputy District Clerk	Francis Rielly	No stipend
Dignity for All Coordinators (DASA)	Josh Noble (WBH) and Matthew Klafehn (JSHS)	No Stipend
District Clerk	Kelly McGivern	\$2,000.00
External Auditors	Raymond G. Preusser	Per contract
Grades 6-12 Extra-Curricular Activities Treasurer	Sarah Roblez	\$2,000.00
Health & Safety Coordinator	Matthew Klafehn	No stipend
Hearing Officer	Andrew Kourt	No stipend
Hearing Officer Alternate	Rafael Olazagasti	Per contract
HIPPA Privacy Official	Francis Rielly	No stipend
Internal Claims Auditor	Chris Pallozzi	\$3,000
McKinney-Vento Homeless Liaison	Matthew Klafehn	No stipend
MSDS Officer	Francis Rielly	No stipend
Payroll Services	Management Advisory Group (MAG)	Per contract
Purchasing Agent	Francis Rielly	No stipend
Receiver of Taxes	NERIC	Per contract
Records Access Officer	Kelly McGivern	No stipend
Records Management Officer	Kelly McGivern	No stipend

Registrars	Lisa Kreutziger, Sarah Roblez	
School Architect	Mosaic Associates Architects	Per contract
School Attorney	Whiteman, Osterman & Hanna	Per contract
School Lunch Hearing Officer	Francis Rielly	No stipend
School Physician	Columbia Memorial Health	Per contract
Section 504 Officers	Tricia White, Tylea Gebbie and Jennifer Morris (alternate)	No stipend
Student Accident Insurance Carrier	Pupil Benefits Plan, Inc.	Per contract
Tax Collector	Lisa Kreutziger	No stipend
Title IX Coordinator	Jennifer Morris	No stipend
Title VI Coordinator	Andrew Kourt	No Stipend
Wellness Coordinator	Andrew Kourt	No Stipend
Workers Compensation Delegate	Francis Rielly	No Stipend

B. Motion to appoint members to the Committees on Special Education

CSE		CPSE	
Parent Representative(s)	Christina Seyerlein	Parent Representative(s)	Christina Seyerlein
Chairperson	Jennifer Morris	Chairperson	Jennifer Morris
Alternate Chairperson	Josh Noble Matthew Klafehn Tylea Gebbie Patricia White	Alternate Chairperson	Tylea Gebbie Andrew Kourt
Parent of Child	TBD	Parent of Child	TBD
Regular Education Teacher	TBD	Regular Education Teacher	TBD
Special Education Teacher of Child	TBD	Special Education Teacher of Child	TBD
Child (When appropriate)	TBD	Child (When appropriate)	TBD

TBD - These change with each meeting depending on whom the meeting is about.

C. Motion to Certify Standard Workdays

BE IT RESOLVED that the Board of Education establish the following Standard Work Day for New Lebanon Central School District employees whose titles are reported to Employees' Retirement System (ERS), as required by the NYS and Local Retirement System, effective July 1, 2021 as follows:

Food Service Helper – 6 hours

Laborer – 8 hours

Building Maintenance Worker – 8 hours

Bus Aide – 6 hours

Network Systems Engineer – 8 hours

Bus Dispatcher – 6 hours

Bus Driver – 6 hours
 Registered Nurse – 7.5 hours
 Licensed Practical Nurse- 7 hours
 Secretary I – 7 hours
 Bus Mechanic – 8 hours
 Cook Manager – 7 hours
 Cleaner – 8 hours
 Clerk Typist – 7 hours (WBH)
 Treasurer – 7.5 hours
 Secretary to the Superintendent/District Clerk – 7.5 hours
 Secretary I- 10 Month- 7 hours
 Library Aide- 6.5 hours
 Nurse Aide- 6.5 hours
 Stenographer- 7 hours

5. AUTHORIZATIONS

Board Vice President Brutsch made the motion to approve item 5A. Board member Lambert seconded. 6 ayes, 0 nays, 0 abstained.

A. Motion to authorize agents- To authorize agents. All authorizations will be in effect until the time of the July 2022 Organization Meeting, or until a successor is appointed (whichever occurs first). See list below.

Prepare and File Federal Aid Applications	Superintendent of Schools, Andrew Kourt
Certify Payroll	Superintendent of Schools, Andrew Kourt
Approve employee attendance at conferences	Superintendent of Schools, Andrew Kourt
Authorize approval of service contracts and/or repair contracts not to exceed \$10,000	Superintendent of Schools, Andrew Kourt
Petty Cash:	WBH School Principal: \$100.00
	Secretary to the JSHS 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, Claims auditor	Board of Education
Authorization to pay utilities, petty cash and postage per the claims audit review	Business Administrator, Francis Rielly
Authorize approved budget transfers up to \$5000 in accordance with Section 1702(L) of the Commissioner’s Regulations	Superintendent of Schools, Andrew Kourt

Authorization to invest surplus funds in accordance with Accepted Investment Practices and Board Policy	Business Administrator, Francis Rielly
Authorization to hire personnel between Board of Education meetings	Superintendent of Schools, Andrew Kourt
Authorization to change orders for capital projects as needed between Board of Education meetings	Superintendent of Schools, Andrew Kourt
Authorization to initiate Section 75 charges between Board of Education meetings	Superintendent of Schools, Andrew Kourt
Authorization to vote for Health Insurance Trustee	Superintendent of Schools, Andrew Kourt

6. DESIGNATIONS

Board member Lambert made the motion to approve item 6A. Board Vice President Brutsch seconded. 6 ayes, 0 nays, 0 abstained.

A. Motion to designate agents- To designate agents. All designations will be in effect until the time of July 2022 Organization Meeting, or until a successor is appointed (whichever occurs first). See list below.

Official Depository of School Funds	Bank of Greene County, NYLAF and Metropolitan Commercial Bank
Official Publications for Legal Notices	The Columbia Paper, The Eastwick Press
Signature of all District checks	District Treasurer, Danielle Brewster
Alternate Signature of all District checks	Business Administrator, Francis Rielly
Budget Hearing Date	May 4, 2022
Budget Vote & Election	May 17, 2022
Designated Education Official	Matt Klafehn
Chief Emergency Officer	Superintendent Kourt
Rensselaer Columbia Greene Workers Compensation Consortium Representative	Business Administrator, Francis Rielly

7. RATES

Board Vice President Brutsch made the motion to approve items 7A-B. Board member Buckenroth seconded. 6 ayes, 0 nays, 0 abstained. There was a question about lunch aid that was answered by Francis Rielly.

A. Motion to set rates for the 2021-22 school year

To set the following rates:

School Breakfast:	\$1.25
School Lunch:	\$2.25
Milk:	\$0.55

Mileage Reimbursement Rate: (as designated by the IRS)	\$0.56 per mile
Meal Allowance:	\$60.00 a day
Tutoring Rate:	\$30.00 per hour
Compensation of Inspectors of Elections	Wage set by Columbia County
NYS Non-Resident Parentally Placed K-12 Tuition Rate	\$5,000 per year
Lifeguard Rate:	\$20 per hour
Cleaner when school is not in session	\$30.00 per hour
Kitchen staff when school is not in session	\$30.00 per hour
Uncertified Teacher/Teaching Assistant Substitute	\$85/day
Certified Teacher Substitute	\$110/day
Long-term substitute	\$251.22/day

B. Motion to establish the Capitalization Threshold

To establish the Capitalization Threshold to be \$1500 for the 2021-22 school year.

8. MISCELLANEOUS

Board Vice President Brutsch made the motion to approve items 8A-B. Board member Long seconded. 6 ayes, 0 nays, 0 abstained.

A. Motion to re-adopt all Board of Education Policies and Code of Ethics for the 2021-22 school year

B. Motion to set school day hours- To set the hours for the Walter B. Howard Elementary School to be from 8:25 am to 3:25 pm and the Jr/Sr High School from 7:30 am to 2:30 pm for the 2021-22 school year.

9. PUBLIC COMMENT

None

10. ACKNOWLEDGEMENTS/ADMINISTRATIVE COMMENTS

A. WBH update- Josh Noble presented on PTA, Field Day, scheduling, iready and graduation.

B. JSHS update- Matt Klafehn presented on graduation thank you to community and Alyssa Ross, music program, scheduling and interviewing.

C. Business Office, Facilities and Grounds and Transportation update- Francis Rielly presented on the audit, capital projects, summer food program and buses.

D. Superintendent Update- Superintendent Kourt presented on PreK, mental health, COVID federal update, board retreat, 5 year plan and BOCES virtual plans.

11. APPROVAL OF MINUTES

Board President Brutsch made the motion to approve items 11A-B. Board member Kalisz seconded. 6 ayes, 0 nays, 0 abstained.

To approve the June 9, 2021 Board of Education Meeting minutes.

B. Motion to approve the July 7, 2021 Board of Education Meeting minutes

12. CURRICULUM AND INSTRUCTION

A. District Wide Safety Plan

Board Vice President Brutsch made the motion to approve items 12 B,C, E. Board member Lambert seconded. 6 ayes, 0 nays, 0 abstained.

B. Resolution to open public comment period on the District-Wide School Safety Plan

Resolved: The Board of Education is considering amendments to the District-Wide School Safety Plan and will accept written comments on this amended Plan as follows:

The public comment period will be July 14 through August 11. Written comments must be sent to the attention of Superintendent Andrew Kourt at:

akourt@newlebanoncsd.org

or

New Lebanon CSD

14665 State Route 22

New Lebanon, NY 12125

The Board directs that notice of the comment period and the proposed amendments be posted on the District website: www.newlebanoncsd.org

C. Motion to approve CSE/CPSE recommendations of programs and placements

D. 2021-22 Professional Development Plan

E. Motion to adopt the 2021-22 Professional Development Plan

13. FINANCIAL

A. 2020-21 Fourth Quarter Internal Claims Audit Report- Information given by Chris Pallozzi

Board member Lambert made the motion to approve items 13B-I. Board Vice President Brutsch seconded. 6 ayes, 0 nays, 0 abstained.

B. Motion to approve the 2020-21 fourth quarter internal claims audit report

C. Motion to approve May 2021 Treasurer's Report

D. Motion to approve the May 2021 grades 6-12 Extra-Curricular Accounts report

E. Motion to declare items excess

To approve the sale or disposal of the following surplus and obsolete items to the highest bidder and to give the District Clerk authority to advertise the sale of said items and if unable to find a buyer, to authorize Superintendent Kourt to dispose of the items as attached:

Title

ISBN

Number

All Things Great and Small

0-312-96578-8

25

George Bernard Shaw Three Plays

0-451-51903-5

14

Famous American Plays of the 1940s

0-440-32490-4

19

Spoon River Anthology

0-684-83825-7

0-02-070010-5

8

13

Shakespeare's Sonnets

0-671-67047-6

13

Merchant of Venice

0-671-72277-8

24

Lilies of the Field

0-446-31500-1

22

to sir with love

0-515-10519-8

10

Ayn Rand

97804551227577

24

Of Men and War

0590446495

21

The Night Thoreau Spent In Jail

0-8090-1223-5

12

Nine Stories
0-316-76950-9
9
When Legends Day
0-553-25738-2
30

30- baseball gloves
2- basketball nets-glass
4- small gym nets
6- yoga mats
6- step blocks
1- gymnastic mat
5- track jumpers
24- plastic bowling pims

F. Motion to approve budget transfers

G. Motion to approve a Business Office Service Agreement- with Management Advisory Group for the 2021-22 school year as per attached.

H. Motion to approve a contract with Needham Risk Management

I. Motion to adopt the NYS Deferred Compensation Plan

14. PERSONNEL

Board Vice President made the motion to approve item 14A. Board member Lambert seconded. 5 ayes, 0 nays, 1 abstained (Buckenroth).

A. Motion to appoint advisors and coordinators

To appoint the following advisors and coordinators for the 2021-22 school year:

Class/Club Name	Advisor	Stipend
6th Grade Class Advisor	Kelly Smith	\$300.00
6th Grade Class Advisor	Chris Bonacquisti	\$300.00
Class of 2022	Michelle Bienes	\$504.00
Class of 2022	Michelle Lagonia	\$504.00
Class of 2023	Cassidy Medved	\$822.00
Class of 2024	Valene Synakowski	\$365.50
Class of 2024	Brooke Dickson	\$365.50
Class of 2025	Molly Schroeder	\$365.50
Class of 2025	Jimmy Dillon	\$365.50

Class of 2026	Matt Grubler	\$637.00
Class of 2027	Frank Healy	\$637.00
JSHS Appetites Anonymous	Britt Buckenroth	\$300.00
JSHS Appetites Anonymous	Michelle Lagonia	\$300.00
JSHS Archery Club	Lenny Brown	\$300.00
JSHS Archery Club	Frank Healy	\$300.00
JSHS Fitness Club	Frank Healy	\$300.00
JSHS Fitness Club	Lenny Brown	\$300.00
JSHS Literary Arts Club	Donna Covert	\$600.00
JSHS Makerspace	Britt Buckenroth	\$1,800.00
JSHS Outspoken!	Tricia White	\$300.00
JSHS Spirit Club	Michelle Bienes	\$600.00
JSHS Spirit Club	Britt Buckenroth	\$600.00
JSHS Sr. Band	Robert Fitzgerald	\$1,500.00
JSHS Sr. Choir	Valene Synakowski	\$1,800.00
JSHS Student Leadership Council	Aaron Kanofsky	\$600.00
JSHS Student Leadership Council	Brooke Dickson	\$600.00
JSHS Travel Club	Aaron Kanofsky	\$817.00
JSHS Travel Club	Michelle Bienes	\$817.00
JSHS Travel Club	Sarah Roblez	\$816.00
JSHS Yearbook	Michelle Bienes	\$1,500.00
JSHS Yoga Club	Michelle Lagonia	\$600.00
JSHS Outspoken!	Meghan Evans	\$300.00
WBH Art Club-Shared	Jennifer Blodgett	\$300.00
WBH Art Club-Shared	Christina Seyerlein	\$300.00
WBH Board Game Club	David Hawkins	\$600.00
WBH Drama Club - Shared	Vicki Ouimet	\$900.00
WBH Drama Club-Shared	Claire LaRue	\$900.00
WBH Minecraft Club	David Hawkins	\$600.00
WBH Science Club	Bridget Rank	\$600.00
Curriculum Coordinator	Name	Stipend
Math 7-12	Dolores Storey	\$1,000.00

PE PK-12	Tim Christiansen	\$1,000.00
SS 7-12	David Knudsen	\$1,000.00
Science 7-12	Glenn Giumarra	\$1,000.00
ELA 7-12	Brooke Dickson	\$1,000.00
Music PK-12	Valene Synakowski	\$1,000.00
ELA PK-6	Kelli Heslin	\$500.00
ELA PK-6	Michelle Bruns	\$500.00
Math PK-6	Alex Chandler	\$1,000.00
Science PK-6	Chris Bonacquisti	\$1,000.00
Social Studies PK-6	Kelly Smith	\$1,000.00
Continuing Education Coordinator	Lisa Kreutziger	\$750.00
Continuing Education Coordinator	Michelle Bienes	\$750.00
Equity and Inclusivity Coordinator	Aaron Kanofsky	\$500
Equity and Inclusivity Coordinator	Jenna Cupp	\$500
Technology Committee Coordinator	David Hawkins	\$1,000

Board member Lambert made the motion to approve items 14B-O. Board Vice President Lambert seconded. 6 ayes, 0 nays, 0 abstained.

B. Motion to appoint a summer bus cleaner- To appoint, upon the recommendation of Superintendent Kourt, Dawn Felter as a summer bus cleaner effective July 1, 2021-August 31, 2021 at a rate of \$25.18 per hour.

C. Motion to appoint summer bus drivers- To appoint, upon the recommendation of Superintendent Kourt, Ginny Bingham and Glenn Berner as summer bus drivers effective July 7, 2021.

D. Motion to appoint a summer clerk/typist- To appoint, upon the recommendation of Superintendent Kourt, Mindy Keegan as summer clerk/typists effective July 1, 2020 August 31, 2020 at a rate of \$18.17 per hour

E. Motion to appoint coaches- To appoint, upon the recommendation of Superintendent Kourt, the following coaches for the 2021-22 school year
 Aaron Kanofski (Varsity Girls) Soccer \$3,500
 Frank Healy (Varsity Cross Country) \$3,500

F. Motion to appoint a .5 Jr/Sr High School RTI Teacher (ELA certified)

To appoint, upon the recommendation of Superintendent Kourt, Emily Reardon as a .5 Jr/Sr High School RTI Teacher (ELA certified) effective September 1, 2021, step 7 at a rate of \$27,807.50

G. Motion to create positions- To create, upon the recommendation of Superintendent Kourt, the following positions:

2- JSHS After School Credit Recovery/Intervention Teachers- \$3,500 stipend each

2- WBH After School intervention Teachers- \$3,500 stipend each

H. Motion to accept a resignation- To accept a resignation from James Hosley effective June 30, 2021.

I. Motion to abolish a position- To abolish a .2 Physical Education position and a .4 Athletic Coordinator effective June 30, 2021.

J. Motion to create a position- To create a .2 Business teacher and .4 Athletic Coordinator position effective September 1, 2021

(Previous position abolished, placed on a preferred eligible list for recall to a vacant or newly created similar position, for up to seven (7) years. {business position})

K. Motion to appoint a teacher/athletic coordinator- To appoint Christopher Pallozzi to a .2 Business teacher and .4 Athletic Coordinator position, step 18, at a rate of \$43,388.40, and an additional \$5,000.00 stipend for after school duty and 5 summer days

L. Motion to appoint an interim mechanic- To appoint, upon the recommendation of Superintendent Kourt, Martin Gibbons as an interim mechanic for 4 hours per day, 5 days per week for the months of July and August, 2021 at a rate of \$28.23 per hour.

M. Motion to appoint a summer cook/server cashier- To appoint, upon the recommendation of Superintendent Kourt, Candace McCarty as a summer cook/server cashier effective July 9- August 23, 2021 a rate of \$17.11 per hour.

N. Motion to create a position- To create a full time Teaching Assistant position

O. Motion to appoint a Teaching Assistant- To appoint, upon the recommendation of Superintendent Kourt, Abby Holdridge as a teaching assistant effective September 1, 2021, step 2, at a rate of \$18.08 per hour. (Previous position abolished, placed on a preferred eligible list for recall to a vacant or newly created similar position, for up to seven (7) years.)

15. SUPERINTENDENT

A. 2021-22 District Goal Discussion

16. BOARD OPEN DISCUSSION

A. Designation of Board Members for Board Committees and discussion on new course offerings- To designate committee members

Committee	2020-21 Members
Audit Committee	Committee of the whole
Visitation Committee	Committee of the Whole
Policy Committee	John Kalisz, Rob Long, Bill Buckenroth
Negotiation Committee	Tim Lambert, Sharon Putnam
Facility Committee	Mike Brutsch, Tim Lambert, Sharon Putnam, April Land

Committee	2021-22 Members
Audit Committee	Committee of the whole
Visitation Committee	Committee of the Whole
Policy Committee	
Negotiation Committee	
Facility Committee	

17. PROPOSED EXECUTIVE SESSION

Board President Putnam made the motion to enter Executive Session at 8:37 pm for the purpose of discussing the employment history of a particular employee. Board member Lambert seconded. 6 ayes, 0 nays, 0 abstained.

Board member Lambert made the motion to appoint Superintendent Kourt as Clerk Pro-Tem. Board Vice President Brutsch seconded. 6 ayes, 0 nays, 0 abstained.

18. ADJOURNMENT

Board President Putnam made the motion to adjourn the meeting at 9:11pm. Board Vice President Brutsch seconded. 6 ayes, 0 nays, 0 abstained.

Respectfully Submitted,

Kelly McGivern

Kelly McGivern, District Clerk