



**AGENDA**

**Swearing-in of Re-Elected and Elected Board Members**

Re-elected school board member Kevin Thompson and newly elected school board member Michael Pasquarella will be sworn in.

**1. CALL TO ORDER & ROLL CALL**

**Members Present**

- \_\_\_Mrs. Sandra Beloncik
- \_\_\_Mr. Greg Campoli
- \_\_\_Mr. Michael DellaVilla
- \_\_\_Mr. Albert Falcone
- \_\_\_Mr. Michael Pasquarella
- \_\_\_Mr. Robert Sheehan
- \_\_\_Mr. Kevin Thompson

**Others Present**

- \_\_\_Dr. Valerie Kelsey, *Superintendent of Schools*
- \_\_\_Mr. Mark Kellett, *Business Administrator*

**2. PLEDGE OF ALLEGIANCE**

**3. ELECTION OF OFFICERS**

**President**

The District Clerk will ask for nominations for the office of President. *Recommended Motion:* “That the Board of Education nominate \_\_\_\_\_ for the office of President of the Board of Education.”

Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

*Oath of Office-President: The President will be administered the Oath of Office by the District Clerk.*

**Vice President**

The Board President will ask for nominations for the office of Vice President. *Recommended Motion:* “That the Board of Education nominate \_\_\_\_\_ for the office of Vice President of the Board of Education.”

Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

*Oath of Office-Vice President: The Vice President will be administered the Oath of Office by the District Clerk.*

**4. APPOINTMENT OF OFFICERS, OTHER APPOINTMENTS, DESIGNATIONS, AUTHORIZATIONS, BONDING OF PERSONNEL AND OTHER ITEMS**

*Recommended Motion:* “That the Board of Education approve the following appointments, designations, authorizations, bonding of personnel and other items for the 2011-12 fiscal year:”

Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**Appointment of Officers**

Clerk of the Board: School Business Administrator

Treasurer: Susan Hsu

Tax Collector: Donna Siska, \$2,500 stipend

Internal Claims Auditor: Natasha Weiss \$13.85 per hour

**Other Appointments**

Independent Auditor: Marvin and Company

Records Access Officer: School Business Administrator

Title IX Compliance Officer: Shari Lontrato, Director of Pupil Personnel Services

Purchasing Agent: School Business Administrator

Extra Classroom Activity Accounts: Michele Guzek, HS Extra Classroom Account Treasurer - \$3,862  
Natalie Casalnuovo, Auditor/HS Student Accounts - \$772

School Attorney: Ferrara, Fiorenza, Larison, Barrett and Reitz Law Firm; \$190 per hour for partners and senior associates; \$175 per hour for other associates (no increase)

School Physicians: Five Corners Family Practice; Dr. Tuttle; Dr. Merritt; Dr. Reyes; Dr. Carrasco

- Student Physicals.....\$20.00 each
- Employees Physical w/ hearing tests..... \$55.00 each
- Football Game Attendance..... \$150.00 per game
- Hepatitis Vaccine (3 required)..... \$55.00 per vaccine
- Consultation..... \$100.00 per hour

**Designations**

Official Newspapers: The Daily Gazette; The Times Union

Official Bank Depository: Bank of America; HSBC Bank; NBT Bank; JP Morgan Chase;  
Pioneer Savings Bank; NY Class

**Authorizations**

Certify Payrolls: School Business Administrator

Conference Attendance: Superintendent of Schools to approve staff attendance at conferences, conventions and workshops within budgetary allocations.

Trustee for Schoharie Area Workers Compensation Plan: Business Administrator

Trustee for CASHIC – Business Administrator, Alternate: Superintendent of Schools

Petty Cash: Continuation of petty cash accounts for the 2011-12 school year as follows:  
Jefferson \$25.00; High School \$50.00; Middle School \$50.00; Food Service \$50.00;  
District Office \$50.00; Transportation \$50.00

Single Signature Checks: School district treasurer to sign single signature checks for all district accounts

Federal Aid Claims: Superintendent of Schools to sign federal aid claims and applications and the School Business Administrator to be authorized to sign special mile and type A reimbursement claims

Investments: School Business Administrator and the School District Treasurer to invest available funds in accordance with suggested cash management and investment policies as outlined by the State Comptroller

Bonding of Personnel: The Board of Education authorize the issuance of a \$5,000,000 crime policy, including public employee dishonesty.

**Other Items**

Code of Conduct: Re-adopt all policies and the Code of Conduct

Mileage Reimbursement: Reimbursement rate consistent with the New York State approved mileage rate, to reimburse Board members for use of their automobiles for out of district school board functions. The July 1, 2011 rate is 55½ cents per mile.

Organizational Chart: Adopt the district’s revised Organizational Chart.

Section II Selection/Classification - Section 134.5(c)(7)(ii)(a)(4) of the Regulations of the Commissioner of Education provides for a Board of Education to permit pupils in grades no lower than seventh grade to compete on interscholastic athletic teams organized for senior high school pupils, or senior high school pupils to complete on interscholastic athletic teams organized for pupils in the seventh and eighth grade; and Whereas, these pupils are to be placed at levels of competition appropriate to their physiological maturity, physical fitness and skills in relationship to other pupils in accordance with the standards established by the Commissioner of Education; and Whereas, the State Education Department issues the standards for these pupils to compete under a program called the Selection/Classification Program; Therefore, be it resolved, that the Schalmont School District Board of Education shall permit pupils to compete under the Selection/Classification Program in all sports.

Partial Tax Exemption - The Board of Education grant maximum partial exemption from school district real property taxes for persons sixty-five years of age and over (RPTL-467) and for persons with disabilities and limited incomes (RPTL Section 459-C) as authorized by law.

BOCES Cooperative Bidding - The Board of Education adopt the following 2011-12 cooperative bid resolutions: Food and Cafeteria Supplies/Capital Region BOCES; Equipment, Supplies and Contractual Items/Capital Region BOCES.

**5. MISCELLANEOUS ITEMS**

*Recommended Motion*: “That the Board of Education approve the following miscellaneous items for the 2011-12 fiscal year.”

Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

Capital District School Boards Association Representative:  
TBD

Audit Committee:  
TBD

Board Meeting Dates

- July 6, 2011
- August 22, 2011
- September 12, 2011; September 26, 2011
- October 11, 2011 (*Tuesday*); October 24, 2011
- November 14, 2011; November 28, 2011
- December 12, 2011
- January 9, 2012; January 23, 2012
- February 13, 2012; February 27, 2012
- March 12, 2012; March 26, 2012
- April 16, 2012 (*to adopt school budget*)
- April 23, 2011 (*coordinates with BOCES Annual Budget Vote and Election*)
- May 14, 2012; May 29, 2012 (*Tuesday*)
- June 11, 2012; June 25, 2012
- July 9, 2012

**6. ADJOURNMENT**

*Recommended Motion*: “That the Annual Reorganization Meeting of the Board of Education adjourn at \_\_\_\_\_ PM.”

Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**REGULAR MEETING**

**1. CALL TO ORDER**

The President called the meeting to order at \_\_\_\_\_ PM.

**2. APPROVAL OF AGENDA**

*Recommended Motion:* "That the agenda for the July 6, 2011 meeting of the Schalmont Board of Education be approved."

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

**3. BOARD COMMITTEE REPORTS**

**4. SUPERINTENDENT'S REPORT**

**5. RESIDENTS' COMMENTS**

**6. NEW BUSINESS**

**Personnel Matters:** *Recommended Motion:* "That the Board of Education approve the following personnel matters:"

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Leave of Absence

Heather Cohen, HS English Teacher, effective 9/6/11 through 11/11/11

Laura Hemphill, Elementary Teacher, effective for the entire 2011-12 school year

Summer Work/2011-12

Carol Carelli, MS Guidance/Computer Services, 30.5 days, \$495.88 per day

Robin Bingham, MS Guidance Counselor, 7.5 days, \$331.82 per day

Chris Bailey, HG Guidance, 7.5 days \$426.12 per day

Greg Loiacono, 7.5 days, \$276.16 per day

Debra Schmidt, 7.5 days, \$426.12 per day

Anthony Cassale, 10 days, \$405.92 per day

Appointments - Summer School Program/2011-12

Christina Tygert, English 6/7 - \$2,031.39

Christina Tygert, English 8/9 - \$2,031.39

Robert Anderson, Math 6/7 - \$2,031.39

Adam Cohen, Health - \$2,031.39

Zach Tarnowski, Global 9 - \$2,031.39

Zach Tarnowski, Global 10 - \$2,031.39

Michael DiCocco, US History - \$2,031.39

Michael DiCocco, Social Studies 7/8 - \$2,031.39

Adam Labuda, Earth Science - \$2,031.39

Ben Gerardo, Geometry - \$2,031.39

Jackie Verruso, English 11/12 - \$2,031.39

Jane Azzaro, Librarian - \$2,031.39

Kathy Carney, Typist

Substitute Teachers

BOCES Packet #30: Brittany Burchill, Margaret Collins, Nicole Connelly, Norma Donzelli, Nicole Fambo, Brenda Gorman, David Grapka, Jacquelin Hotaling, Andrew Knapp, Elizabeth LeRoy, Joelle Litz, Michael Long, Jessica Marsello, Bryn Sheppard, Jo Tanzer, Michael Toich, Jason Wright,

**Bid Results/Bread:** *Recommended Motion:* "That the Board of Education Award the bid for bread and bread products to the New Mt. Pleasant

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

**Non-Aligned Employment Agreements:** *Recommended Motion:* “That the Board of Education approve the employment agreements between the school district and the following employees:”

Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

- Paul Chevalier, Asst. Transportation Supervisor
- Wendy Dixon, Senior Stenographer
- Susan Hsu, Treasurer
- Laura Hungerschafer, Payroll Clerk
- Karen Lancto, Senior Account Clerk
- Terri McCreadie, Network Administrator
- Kevin Mercoglan, Director of Operations
- Marcy vonMaucher, Food Service Director

**Fund Raiser Request:** *Recommended Motion:* “That the Board of Education approve the fund raiser request submitted by the Class of 2014 to sell entertainment books in August and September, poinsettia plants in November and December and Yankee candles February and March.”

Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**CSE/CPSE Recommendations:** *Recommended Motion:* “That the Board of Education approve the CSE/CPSE recommendations made at the June 10, 16, 17, 22, 2011 meetings.”

Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

**Energy Educator/Manager:** *Recommended Motion:* “That the Board of Education appoint Theresa McCreadie as Energy Education/Manager, effective July 1, 2011 through June 30, 2012.”

Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_

7. **DISCUSSION TOPICS**

8. **RESIDENTS' COMMENTS**

9. **BOARD OF EDUCATION COMMENTS**

10. **ADJOURNMENT**

*Recommended Motion:* “That the meeting of the Schalmont Board of Education held July 6, 2011 be adjourned.”

Time: \_\_\_\_\_PM

Moved by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_