



**Schalmont Central School District**  
**ANNUAL REORGANIZATION MEETING OF THE BOARD OF EDUCATION**  
**Monday, July 8, 2019, District Office; 5:00 PM**  
**Regular Meeting: Immediately following Annual Meeting**

**AGENDA**

**Revised 7/8/19**

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

Re-elected board members John DiCocco will be sworn in.  
 Newly elected board member Kyrish Iyer will be sworn in.

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

Members Present

- Mr. John DiCocco
- Mrs. Jean Hanson
- Mr. Kyrish Iyer
- Mrs. Kate Kruk
- Mr. Michael Pasquarella
- Mr. Angelo Santabarbara
- Mr. Kevin Thompson

Others Present

- Dr. Carol Pallas, Superintendent of Schools
- Mr. Joseph Karas, Assistant Superintendent for Business

**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 2019-20 fiscal year:"

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

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

**Appointment of Officers**

Clerk of the Board

Joseph Karas

Treasurer

Brenda Leitt

Tax Collector

Donna Woods, Tax Collector - \$3,000 Stipend

Internal Claims Auditor

Donna Jurczynski - \$24.17 per hour

**Other Appointments**

Internal Auditor

Questar III

Independent Auditor

Marvin and Company

Records Access Officer

Joseph Karas, Assistant Superintendent for Business

Title IX Compliance Officer

Shari Rosato, Director of Pupil Personnel Services

Purchasing Agent

Joseph Karas, Assistant Superintendent for Business

DASA Coordinators (Dignity for All Students Act)

Joby Gifford – Jefferson

Kenneth Rizzo – Middle School

Nicole Martyn – High School

Extra Classroom Activity Accounts

Michele Guzek, HS Extra Classroom Account Treasurer

Lorinda Gandrow, MS Extra Classroom Account Treasurer

Natalie Casalnuovo, Auditor/HS Student Accounts

School Attorneys

Bond, Schoeneck and King – General Counsel; \$210.00 per hour

Honeywell Law Firm – Special Counsel; \$1,666.66 per month

Girvin and Ferlazzo – Special Counsel; \$833.33 per month

School Resource Officer

Continuation of agreement between the school district and the Town of Rotterdam for the Town to provide a school resource officer services in accordance with the agreement signed by both parties.

School Physicians

Capital Care Medical Group. Dr. Joseph Fusella, Dr. Arthur Lee

Core Services: \$2,500/monthly

**Designations**

Official Newspapers

The Daily Gazette; The Times Union

Official Bank Depository

Bank of America; Key Bank;

NBT Bank; JP Morgan Chase; Pioneer Savings Bank; NY Class

**Authorizations**

Certify Payrolls

Assistant Superintendent for Business

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

Petty Cash

Continuation of petty cash accounts for the 2019-20 school year as follows:

Joby Gifford, Jefferson \$50.00      Imran Abbasi, High School \$50.00      Scott Ziomek, Middle School \$50.00  
Renee Heller, Food Service \$50.00      Joe Karas, District Office \$50.00      Joseph Hilts, Transportation \$50.00

Custodian of Sports Entry Fees

Felicia Amoroso

Custodian of Cafeteria Cash Register Start Up (\$180)

Renee Heller

Trustee for Schoharie Area Workers Compensation Plan

School District Treasurer; Alternate-Assistant Superintendent for Business

Trustee for CASHIC

Assistant Superintendent for Business; Alternate-School District Treasurer

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 Assistant Superintendent for Business to be authorized to sign special mile and type A reimbursement claims

Investments

Assistant Superintendent for Business 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**

Organizational Chart

Adopt the district's revised Organizational Chart.

Substitute Teacher Pay Rates

\$105/day-certified; \$95/day-uncertified; \$20/hour-nurses

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.

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 2019-20 cooperative bid resolutions: Food and Cafeteria Supplies/Capital Region BOCES; Equipment, Supplies and Contractual Items/Capital Region BOCES.

Renewal-Transportation to Rotterdam Boys & Girls Club - Whereas the Rotterdam Boys and Girls Club located at 721 Curry Road, Schenectady, New York, has been servicing youth and families in the Town of Rotterdam for 63 years; Whereas the Rotterdam site provides for the needs of families and offers special options for working parents in late day care; Whereas, the Schalmont Central School District has bus routes that pass by the Rotterdam Boys and Girls Club; Therefore, at no extra expense to the school district, Schalmont will drop off students at that facility for after school programs.

NYS Comptroller Regulation - That the Board of Education establishes the appointed Treasurer’s standard work day as eight (8) hours, for the one year term of appointment July 1 to June 30, with an actual daily record of time worked.

**5. MISCELLANEOUS ITEMS**

*Recommended Motion:* “That the Board of Education approve the following miscellaneous items for the 2019-20 fiscal year.”

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

Capital District School Boards Association Representative - To be determined

Audit Committee - To be determined

Policy Committee - To be determined

Facilities Committee - To be determined

Technology Cabinet - To be determined

Strategic Planning – To be determined

Board Meeting Dates

August 26, 2019	February 10, 2020
September 9, 2019	February 24, 2020
September 23, 2019	March 9, 2020
October 15, 2019 ( <i>Tuesday</i> )	March 23, 2020
October 28, 2019	April 6, 2020
November 12, 2019 ( <i>Tuesday</i> )	April 22, 2020 ( <i>Wednesday-coordinates w/ BOCES Vote</i> )
November 25, 2019	May 4, 2020
December 16, 2019	May 18, 2020
January 13, 2020	June 1, 2020
January 27, 2020	June 15, 2020

**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. **EXECUTIVE SESSION**

*Recommended Motion:* “That the Board of Education adjourn to Executive Session at \_\_\_\_\_ PM, to discuss legal/personnel matters.”  
The Board reconvened to regular session at \_\_\_\_\_ PM.

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

3. **APPROVAL OF AGENDA**

*Recommended Motion:* “That the agenda for the July 8, 2019 meeting of the Schalmont Board of Education be approved.”

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

4. **SUPERINTENDENT'S REPORT**

5. **RESIDENTS’ COMMENTS**

Welcome to this meeting of the Schalmont Board of Education. If you would like to speak during one of the residents comments portion of the meeting, please complete the blue form and give it to the Clerk of the Board, Joseph Karas, prior to the start of the meeting. There will be two opportunities for public comment. **The first public comment will be restricted to Board agenda items, allowing the Board to continue its business meeting.** The comment section at the end of the meeting is for general, non-agenda items. Please note the following procedures: The Board of Education is obligated to follow the agenda; questions will be taken; individual Board members do not provide individual responses during Board meetings. The Board may not discuss personnel in public session. Answers to all questions will be responded to in writing and will be posted on the Schalmont website. Questions and answers will be kept on file in the District Office as well; as general procedure, three minutes are allocated per speaker.

6. **CONSENT AGENDA** - *Recommended Motion:* “That the consent agenda consisting of the following be approved:”

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

- ▶ Board of Education Meeting Minutes – June 17, 2019
- ▶ CSE/CPSE Recommendations
- ▶ Personnel Matters

7. **NEW BUSINESS**

**Board Policy: Second Read/Adoption:** *Recommended Motion:* “That the Board of Education of the Schalmont School District approve the second read and adoption of the following school board policy: #6212.2 Selection of Athletic Coaches.”

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

**Book Disposal:** *Recommended Motion:* “That the Board of Education remove textbooks and teacher kits from our curriculum that are obsolete or no longer addressing any curricular or personal interest in our school community.”

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

8. **DISCUSSION TOPICS**

9. **RESIDENTS' COMMENTS**

10. **BOARD OF EDUCATION COMMENTS**

11. **ADJOURNMENT**

*Recommended Motion:* “That the regular meeting of the Schalmont Board of Education held July 8, 2019 be adjourned.” Time: \_\_\_\_\_ PM

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

**PERSONNEL MATTERS**

**Administrative Personnel Matters**

Retirement Resignation

Jacqueline Gordon, Assistant Principal effective June 30, 2020

**Non-Aligned Personnel Matters**

Resignation

John Tobiassen, Assistant Transportation Supervisor, effective July 5, 2019

**Non-Aligned Personnel Matters**

Employee Agreements

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Joseph Hilts	Transportation Supervisor	7/1/2019 - 6/30/2022 (Revised)
John O'Donnell	Director of Facilities	7/29/2019 - 6/30/2022

**Instructional Personnel Matters**

Resignation

Marie Mercado, Special Education Teacher, effective June 25, 2019

Coordinators – 2019-20: \$3,457 Stipend

Fred Orlando, District Wide Foreign Language

Michael Christy, District Wide K-12 Music

Tara Bush, District Wide Nurse

Rebecca Remis, HS Science

Adam Dolan, HS Social Studies

Natalie Casalino, HS Math

Anthony Cassale, HS Technology (shared)

Wendy Stearns, HS Technology (shared)

Katie LeRoy, Kindergarten

Sarah Scott, Grade 1

Kim Knapik, Grade 2

Kristen Reilly, Grade 3 (shared)

Susan Schiavo, Grade 3 (shared)

Susan DiCaprio, Grade 4 (shared)

Laurie Hughes, Grade 4 (shared)

Mary Zanta, Grade 5 (shared)

Krista Bondi, Grade 5 (shared)

Amy Carter, AIS Elementary (shared)

Jessica Zupan, AIS Elementary (shared)

Advisors – 2019-20

Rachel Stockbridge, MS Art Club Co-Advisor, \$416.50

Geralyn Zink, MS Art Club Co-Advisor, \$416.50

Lorinda Gandrow, MS Activity Fund Treasurer, \$2,802

Jean D'Alessandro – MS Yearbook (shared), \$1,042.50

LuAnn Duxbury – MS Yearbook (shared), \$1,042.50

Lorinda Gandrow – MS Craft Club, \$833

LuAnn Duxbury – MS Science Club, \$833

Kate Sinnott – MS National Junior Honor Society, \$833

Christina Muzio - Golf Intramurals (timesheet)

Tom Borkowski, Golf Intramurals (timesheet)

Christina Muzio - Bowling Club (timesheet)

Heather Cohen, HS Drama Club Advisor, \$1,080

Wendy Stearns, HS Drama Club Producer, \$1,080

Advisors (continued)

Deb McCloskey, HS Drama Director, \$4,866  
Heather Cohen, HS Drama Lighting Technician (shared), \$486.50  
Wendy Stearns, HS Drama Lighting Technician (shared), \$486.50  
Dan Hanley, HS Drama Sound Technician, \$973  
Steven Gibbs, HS Student Council, \$2,001  
Shea Carr, HS International Club, \$925  
Wendy Stearns, HS National Honor Society, \$1,043  
Heather Cohen, HS Newspaper (shared), \$1,190  
Emer O'Keeffe, HS Newspaper (shared), \$1,190  
Michele Guzek, Central Treasurer, \$4,171  
Natalie Casalnuovo, HS Auditor Student Accounts, \$833  
Kylie Kaufman, Freshman Class Advisor (shared), \$416.50  
Micaela Williams, Freshmen Class Advisor (shared), \$416.50  
Joelle Litz, Sophomore Class Advisor (shared), \$664.50  
Julie Toas, Sophomore Class Advisor (shared), \$664.50  
Keri Attanasio, Junior Class Advisor (shared), \$1,000.50  
Alexandra Croft, Junior Class Advisor (shared), \$1,000.50  
Regina Hanson, Senior Class Advisor (shared), \$1,273  
Lynn Gemmiti, Senior Class Advisor (shared), \$1,273  
Sarah Mattice, HS Introspection Literary Magazine, \$1,727  
Shea Carr, HS Key Club, \$833  
June Krone, HS SADD/No Place for Hate (shared), \$416.50  
Michael Libertucci, HS SADD/No Place for Hate (shared), \$416.50  
Erika Minehardt-Quick, HS Pep Band, \$833  
Adam Labuda, HS Science Club/Riverwatch, \$833  
James Sommer, HS Science Olympiad Coach, \$833  
Anthony Cassale, HS Ski and Snowboard Club (shared), \$278.33  
Adam Labuda, HS Ski and Snowboard Club (shared), \$278.33  
James Sommer, HS Ski and Snowboard Club (shared), \$278.33  
Adam Labuda, HS Environmental Club, \$833  
Geraldyn Zink, HS National Art Honor Society, \$833  
Lynn Gemmiti, HS NYS Science Honor Society, \$833  
Bob Renzi, HS Tri M Music Honor Society, \$833  
Heather Cohen, HS English Honor Society, \$833  
Ellen Bedell, HS Masterminds (shared), \$416.50  
Evan Williamson, HS Masterminds (shared), \$416.50  
Rebecca Remis, HS Fusion G.S.A., \$833  
Kathie McKeon, HS T.I.G.E.R.S. Christian Club, \$833  
Chase Campbell, HS Gaming Club, \$833  
Nora Sabatini, HS Yearbook Production (shared), \$766.67  
Felicia Amoroso, HS Yearbook Production (shared), \$766.67  
Courtney Frederick, HS Yearbook Production (shared), \$766.67  
Nora Sabatini, HS Yearbook Fundraising (shared), \$766.67  
Felicia Amoroso, HS Yearbook Fundraising (shared), \$766.67  
Courtney Frederick, HS Yearbook Fundraising (shared), \$766.67

Summer School Appointments

Tara Bush, Summer School (Special Ed.) Nurse, plus additional summer hours  
Natacha Cruz, Teacher Aide, Jumpstart Summer Program  
Amy Carter, Teacher, Jumpstart Summer Program

Coaching Appointments 2019-20

Joe Whipple, Football, Step 8, \$5,846  
 Vito Urbano, Varsity Boys Soccer, Step 8, \$5,334  
 Erica Bornhorft, Varsity Girls Volleyball, Step 3, \$3,084  
 Jeff VanHoesen, Girls Tennis, Step 8, \$4,474  
 Anthony Cassale, Golf, Step 8, \$4,501  
 Rich Kranick, Cross Country, Step 8, \$4,501  
 Keri Antannasio, Varsity Cheerleading (Fall), Step 5, \$3,549  
 Greg Loiacono, Assistant Football, Step 8, \$4,682  
 Mike DiCocco, Assistant Football, Step 8, \$4,682  
 Mike Williams, Assistant Football, Step 4, \$3,177  
 Mike Hurteau, Assistant Football, Step 8, \$4,682  
 Patrick O’Connor, Assistant Football, Step 3, \$2,943  
 Ryan Turnbull, Assistant Football, Step 5, \$3,409  
 Chris Bates, JV Boys Soccer, Step 3, \$2,607  
 Maurizio Cassano, Modified Girls Soccer, Step 5, \$2,694  
 Eric Lybrand, Modified Volleyball, Step 8, \$3,480  
 John George, Cross Country, Step 8, \$4,501  
 Evan Williamson, Modified Girls Soccer, Step 5, \$2,694  
 Jeff VanHoesen, Girls Basketball, Step 8, \$5,846  
 Greg Loiacono, Boys Basketball, Step 8, \$5,846  
 Vince Gallo, Wrestling, Step 4, \$3,829  
 Hugo McGroty, Girls and Boys Bowling, Step 8, \$4,501  
 Keri Antannasio, Varsity Cheerleading (Winter), Step 4, \$3,317  
 Brian Croote, Indoor Track, Step 8, \$5,334  
 Jahmel Samuels, JV Boys Basketball, Step 6, \$3,642  
 Richard Dufresne, JV Wrestling, Step 4, \$3,177  
 Howard Russell, Modified Wrestling, Step 8, \$3,988  
 Casey Harr, JV Girls Basketball, Step 6, \$3,642  
 Chris Teta, Varsity Baseball, Step 8, \$5,334  
 Jeff Muller, Varsity Softball, Step 3, \$3,084  
 Adam Dolan, Boys Tennis, Step 8, \$4,474  
 John George, Varsity Girls Track, Step 8 \$5,334  
 Ryan Turnbull, JV Baseball, Step 6, \$3,307  
 Mike DiCocco, Boys Assistant Track, Step 8, \$4,501  
 Mike Hurteau, Boys Assistant Track, Step 8, \$4,501  
 Allison Barber, Assistant Girls Track, Step 2, \$2,491  
 Jeremiah Stelline, JV Softball, Step 2, \$2,491  
 Eric Lybrand, Modified Softball, Step 8, \$3,480

**Noninstructional Personnel Matters**

Retirement Resignation

Patrick McDonald, Custodian, effective June 30, 2019

<u>Appointments</u>	<u>Position</u>	<u>Effective</u>	<u>Hourly Rate</u>	<u>Appointment Type</u>	<u>Hours</u>
Kevin Ronca	Maintenance Mechanic	7/22/19	\$20.84	Regular	8
Kim Gemme	Cleaner	7/9/19	\$16.39	Substitute	na
Edward Leitt	Cleaner	7/9/19	\$16.39	Substitute	na
	Custodian	7/9/19	\$17.40	Substitute	na

Unpaid Leave of Absence

George Beddow, Mechanic, July 1, 2019 through August 15, 2019