



BOARD OF EDUCATION MINUTES

Date of Meeting: July 6, 2016
Type of Meeting: **RE-ORGANIZATION MEETING**
Location: Troy Middle School

A. MEETING CALLED TO ORDER

At 5:30 pm Mary Beth Bruno, Board Clerk, called the Re-Organization Meeting to order.

B. ROLL CALL

Roll Call taken by Ms. Bruno and all members were present except Ms. Marro-Giroux.

Members Present: Mrs. Ann Apicella
Mrs. Carol Harvin
Ms. Elizabeth Denio
Mr. Tom Mayo
Mr. Michael Tuttman
Mr. Jason Schofield
Mr. Bill Strang
Mrs. Anne Wager-Rounds

Members Absent: Ms. Mary Marro-Giroux (vacation)

Also Present: Mr. John Carmello, Superintendent of Schools
Mr. Adam Hotaling, Assistant Superintendent for Business
Dr. Donna Watson, Assistant Superintendent for Curriculum and Instruction
Mrs. Kristen Miaski, Director of Human Resources
Ms. Sarah Conyers, District Treasurer
Mrs. Erin O'Grady-Parent, School Attorney

PART I

C. OATH OF NEWLY ELECTED BOARD MEMBERS

Ms. Bruno administered the oath to the following re-elected Board members and each Board member also signed an oath book.

- Ann Apicella (Term July 1, 2016 - June 30, 2019)
- Michael Tuttman (Term July 1, 2016 - June 30, 2019)
- Anne Wager-Rounds (Term July 1, 2016 - June 30, 2019)

D. ELECTION OF BOARD OF EDUCATION PRESIDENT (Term July 1, 2016 - June 30, 2017)
(Education Law 2504, 2563)

Ms. Bruno called for nominations for Board President.

Mr. Mayo nominated Mr. Schofield.
Second: Mrs. Wager-Rounds
Mr. Tuttman nominated Mrs. Harvin.
Second: Mrs. Harvin
There were no other nominations.

In favor of Mr. Schofield

Mrs. Apicella
Ms. Denio
Mr. Mayo
Mr. Tuttman
Mr. Schofield
Mr. Strang
Mrs. Wager-Rounds

In favor of Mrs. Harvin

Mrs. Carol Harvin

Nomination to re-elect Mr. Schofield for President was carried 7-1.

E. OATH OF OFFICE TO NEWLY-ELECTED PRESIDENT
(Public Officer's Law 5, 10, 30)

Ms. Bruno administered the oath of office to Mr. Schofield, Board President.
Mr. Schofield then presided over the remainder of the Re-org Board meeting.

F. ELECTION OF BOARD OF EDUCATION VICE PRESIDENT (Term July 1, 2016 - June 2017)
(Education Law 2504, 2563)

Mr. Schofield called for nominations for Vice President.

Mr. Schofield nominated Mr. Mayo.
Second: Mrs. Wager-Rounds
Mr. Tuttman nominated Mrs. Harvin.
Second: Mrs. Harvin

In favor of Mr. Mayo
Mrs. Apicella
Ms. Denio
Mr. Mayo
Mr. Schofield
Mr. Strang
Mrs. Wager-Rounds

In favor of Mrs. Harvin
Mrs. Carol Harvin
Mr. Tuttmann

Nomination for Mr. Mayo as Vice President was carried 6-2.

- G. OATH OF OFFICE TO NEWLY-ELECTED VICE PRESIDENT
(Public Officer's Law 5, 10, 30)

Mr. Schofield administered the oath to Mr. Mayo.

- H. APPOINTMENT OF PARLIAMENTARIAN

Mr. Schofield called for nominations for Parliamentarian.

Mr. Schofield nominated Mrs. Wager-Rounds.

Second: Mr. Mayo

Mr. Tuttmann nominated Mrs. Harvin.

Second: Mrs. Harvin

In favor of Mrs. Wager-Rounds

Mrs. Apicella
Ms. Denio
Mr. Mayo
Mr. Schofield
Mr. Strang
Mrs. Wager-Rounds

In favor of Mrs. Harvin

Mrs. Carol Harvin
Mr. Tuttmann

Nomination for Mrs. Wager-Rounds as Parliamentarian was carried 6-2.

BE IT RESOLVED, that the Board of Education appoint Board Member Anne Wager-Rounds to serve as Board Parliamentarian for term July 1, 2016- June 30, 2017.

- I. APPOINTMENT OF RECORDS ACCESS APPEALS OFFICER
(Public Officer's Law 89 (a)(4))

Mr. Schofield called for nominations for Records Access Appeals Officer.

Mr. Schofield nominated Mr. Strang.

Second: Mr. Mayo

Mrs. Harvin nominated herself.

Second: Mr. Tuttmann

In favor of Mr. Strang

Mrs. Apicella

Ms. Denio

Mr. Mayo

Mr. Schofield

Mr. Strang

Mrs. Wager-Rounds

In favor of Mrs. Harvin

Mrs. Carol Harvin

Mr. Tuttmann

Nomination for Mr. Strang as Records Access Appeals Officer was carried 6-2.

BE IT RESOLVED, that the Board of Education appoint Board Member Bill Strang as Record Access Appeals Officer for Freedom of Information Law (FOIL) requests (such appointment being allowed by Paragraph {a} of Subdivision 4 of Section 89 of the Public Officers Law).

PART II

J. BOARD OF EDUCATION APPOINTMENTS

Mr. Schofield made a motion to approve Items 1-16 as a Consent Agenda.

Second: Mr. Mayo

Carried: 8-0

Mr. Schofield administered the oath to Ms. Bruno, Board Clerk, and Ms. Conyers, District Treasurer.

1. Clerk to the Board of Education (administered by Board President)
(Education Law 2503, Commissioner's Regulation 170.2)

BE IT RESOLVED, that the Board of Education, appoints Mary Beth Bruno to serve as Board Clerk for the period of July 1, 2016 through June 30, 2017.

2. Internal Claims Auditor (Education Law 2526, Commissioner's Regulation 170.2)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints Kenneth Terry as Internal Claims Auditor for the period of July 1, 2016 through June 30, 2017.

3. Independent Auditor (Education Law 2116-a and 8 NYCRR 170.2)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints Cusack & Co. as Independent Auditor for the period of July 1, 2016 through June 30, 2017.

4. School Attorney

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints the law firm of Guercio & Guercio, LLP as School Attorney for the purpose of general and labor counsel for the period of July 1, 2016 through June 30, 2017.

5. Records Access Officer (8 NYCRR Section 185.2(a)(1))

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints Mary Beth Bruno as Records Access Officer for the period of July 1, 2016 through June 30, 2017.

6. Tax Collector (Education Law 2506, Commissioner's Regulation 170.2)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints Nancy Knight as Tax Collector and also as the individual who will continue to assume the duties of Tax Collector for the period of July 1, 2016 through June 30, 2017.

7. District Treasurer (Education Law 2503, Commissioner's Regulation 170.2)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints Sarah Conyers to serve as District Treasurer for the period of July 1, 2016 through June 30, 2017.

8. Purchasing Agent (8 NYCRR 170.2)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints Deborah McCormick to serve as Purchasing Agent for the period of July 1, 2016 through June 30, 2017.

9. District's Title IX Compliance Officer

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints Kristen Miaski the District's Title IX Compliance Officer for the period of July 1, 2016 through June 30, 2017.

10. Section 504 Compliance Officer

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints Donna Watson as the Section 504 Compliance Officer for the period of July 1, 2016 through June 30, 2017.

11. District School Medical Officers (Commissioner's Regulations 136.2)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints the following as School District Medical Officers for the period of July 1, 2016 through June 30, 2017.

Dr. Isaac Racela
Dr. John O'Bryan

Riverview Pediatrics
Dr. Andrew Gunther (football games only)

12. Medicaid Compliance Officer

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint Donna Watson as Medicaid Compliance Officer for the period of July 1, 2016 through June 30, 2017.

13. Central Treasurer for Extra-Curricular Classroom Activity Accounts (Education Law 2503)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints Giovanna Driscoll as Central Treasurer for Extra-Curricular Classroom Activities Accounts for the period of July 1, 2016 through June 30, 2017.

14. Determiner of Residency and Homeless Liaison

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint Barbara Paulsen as Determiner of Residency; and Rosemary Fagan as Homeless Liaison for the period of July 1, 2016 through June 30, 2017.

15. Attendance Officer (Education Law 3213)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints Barbara Paulsen as Attendance Officer for the period of July 1, 2016 through June 30, 2017.

16. Oath to Appointed Officers (Public Officer's Law 5, 10, 30) (administered by Board Clerk)

- Attendance Officer
- Internal Claims Auditor
- Tax Collector
- District Treasurer
- Deputy Treasurer
- Purchasing Agent

K. BOARD OF EDUCATION DESIGNATIONS

Mr. Schofield made a motion to approve Items 1-3 as a Consent Agenda.

Second: Mr. Mayo

Carried: 8-0

1. Official Bank Depository - All Funds

BE IT RESOLVED, the Board of Education, upon the recommendation of the Superintendent, designate the following bank as depositories of the District funds for the period of July 1, 2016 through June 30, 2017:

First Niagara Bank and Key Bank:

Capital DASNY - Checking
Capital Fund - Checking
District Reserve Fund
Debt Service - Checking
General Fund - Money Market
General Fund - Checking
Payroll - Checking

School Dinner - Checking
School Lunch Fund - Checking
Special Aid Fund - Checking
Student Activities Fund - Checking
Tax Account - Money Market
Trust & Agency Fund - Checking

2. Regular Monthly Meetings (Education Law 2504) (scheduled attached)

BE IT RESOLVED, that the Board of Education will hold business meeting on the first Wednesday each month at 6:30 pm and third Wednesday at 6:00 pm as workshop meeting effective July 6, 2016.

FURTHER RESOLVED, that if such meeting is cancelled, an alternate date is to be scheduled.

3. Official Newspaper (Education Law 2004)

BE IT RESOLVED, that the Board of Education designate *The Record* as the Troy City School District's official newspaper for the period of July 1, 2016 through June 30, 2017. The Superintendent of Schools shall be the Spokesperson for the District relating to media matters.

L. BOARD OF EDUCATION AUTHORIZATIONS

Mr. Schofield made a motion to approve Items 1-7 as a Consent Agenda.

Second: Mr. Mayo

Carried: 8-0

1. Chief School Officer to Certify Payrolls
(Education Law 2523, Commissioner's Regulation 170.2)

BE IT RESOLVED, that the Board of Education authorize the Chief School Officer to certify payrolls. Chief School Officer shall be the Superintendent of Schools; in his absence it shall be the Assistant Superintendent for Business for the period of July 1, 2016 through June 30, 2017).

2. Authorization for Attendance at Conferences and Workshops (Municipal Law 77-b)

BE IT RESOLVED, that the Board of Education authorize the Superintendent to approve staff attendance at conferences, conventions, workshops, etc. with expense for the period of July 1, 2016 through June 30, 2017.

3. Authorization for Grant Applications (Education Law Section 1720)

BE IT RESOLVED, that the Board of Education authorize the Superintendent to apply for Grants in federal and state aid for the period of July 1, 2016 through June 30, 2017.

4. Authorization to Establish Petty Cash Funds
(Education Law 1709-39, Commissioner's Regulation 170.2)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, establish for the 2016-2017 school year, petty cash in the amount of \$75 each as follows:

The Custodian of each of the \$75. Petty Cash Funds shall be:

Natélegé Turner-Hassell	Principal, School 2
Karen Cloutier	Principal, School 14
Tracy Ford	Principal, School 16
Virginia DonVito-MacPhee	Principal, School 18
Roy Stiles	Principal, Carroll Hill
James Canfield	Principal, Alternative Learning Program
Brian Dunn	Principal, Troy Middle School
Joseph Mariano	Principal, Troy High School
Mary Beth Bruno	Board of Education
Donald Kearns	Stock Room

5. Designation of Authorized Signatures of Checks (Education Law 2523)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve the signature the District Treasurer, Sarah Conyers and Assistant Superintendent for Business, Adam Hotaling, each individually, as having authorization for checks, and be it (per Policy 6410)

FURTHER RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve checks to be signed with the facsimile signature of the District Treasurer or Assistant Superintendent for Business, as reproduced on the check signer.

6. Authorization for the Treasurer to Invest Funds (Education Law 2503)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, authorize the Treasurer to invest funds as they become available into Certificates of Deposit, Time Deposit Accounts, Treasury Bills and Repurchase Agreements on Treasury Bills with New York State Banks in accordance with legal provisions, and

FURTHER RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, request that the Treasurer report such investments at the next regular Board meeting following the investment action.

7. Chief School Officer to Make Transfer of Funds (Education Law 2523)

BE IT RESOLVED, that the Board of Education authorizes the Chief School Officer to approve Budget Transfers of less than \$10,000. within major budget categories and that all transfers be reported to the Board on a monthly basis.

M. DIGNITY FOR ALL STUDENTS ACT (DASA) COORDINATORS

Mr. Schofield made a motion to approve DASA Coordinators.

Second: Mr. Mayo

Carried: 8-0

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoints the following individuals as Dignity for All Students Act Coordinators for the period of July 1, 2016 through June 30, 2017.

Elizabeth VonEitzen – ALP

Lisa Ditroia - CHS

Immaculine Jovert - School 2

Isaiah Vail - School 18

Lauren Reynolds – School 14

Sonya Shaw – TMS

Laura Stukenborg – School 16

Christine Dauphinais – THS and District Coordinator

N. DESIGNEE TO APPOINT IMPARTIAL HEARING OFFICERS (IHO)

Mr. Schofield made a motion to approve Impartial Hearing Officer resolution.

Second: Mr. Mayo

Carried: 8-0

BE IT RESOLVED, that the Board of Education hereby designates the Board President to appoint Impartial Hearing Officers when necessary to comply with the due process requirements of the IDEA and 8 NYCRR Section 200.5.

O. LETTER OF INTENT AUTHORIZATION

Mr. Schofield made a motion to approve Letter of Intent Authorization.

Second: Mr. Mayo

Carried: 8-0

BE IT RESOLVED, that the Board of Education hereby authorizes the Superintendent of Schools to extend on its behalf offer(s) of employment with the District in the form of a letter of intent to qualified candidate(s), said employment and terms and conditions thereof to be subject to and contingent upon final approval by the Board of Education pursuant to Board resolution, and said Superintendent's authority as stated herein for the period of July 1, 2016 through June 30, 2017.

P. BONDING OF PERSONNEL

Mr. Schofield made a motion to approve Bonding of Personnel.

Second: Mr. Mayo

Carried: 8-0

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, provide with the bonding for the following positions in the amounts stated:

All employees shall be covered by a \$500,000 blanket bond:

Superintendent of Schools
Assistant Superintendents
Tax Collector
District Treasurer
Deputy Treasurer
Courier
Central Treasurer for Student Activities Accounts
Internal Claims Auditor

Following employees shall be additionally covered by \$1,000,000 excess policy

Superintendent of Schools
Assistant Superintendents
Tax Collector
District Treasurer
Deputy Treasurer

Q. COMMITTEE APPOINTMENTS

Mr. Schofield made a motion to approve Items 1-3 as a Consent Agenda.

Second: Mr. Mayo

Carried: 8-0

1. Audit Committee

BE IT RESOLVED, that the Board of Education appoint the members of the Board as a whole to comprise the Audit Committee for the 2016-2017 school year.

2. Policy Committee

BE IT RESOLVED, that the Board of Education appoint the following individuals to the Policy Committee for the 2016-2017 school year:

Ann Apicella
Carol Harvin

Jason Schofield
Anne Wager-Rounds

3. Committee on Special Education

(a) BE IT RESOLVED, that the Board of Education appoint the following individuals to the Committee on Special Education for the 2016-2017 school year:

Chairperson(s):

Rebecca Devries
Karen Driscoll
Donna Fitzgerald
Amy Khuzwayo

Elizabeth Pollock
Colleen Syrett
Holly Toteno

School Physician

School Psychologists
Child's Regular Education Teacher
Child's Special Education Teacher

- (b) BE IT RESOLVED, that the Board of Education appoint the following individuals to the Committee on Preschool Special Education for the 2016-2017 school year:

Chairperson(s):

Rebecca Devries
Karen Driscoll
Donna Fitzgerald
Amy Khuzwayo

Elizabeth Pollock
Colleen Syrett
Holly Toteno

School Physician
School Psychologists
Child's Regular Education Teacher
Child's Special Education Teacher

- R. BOARD OF EDUCATION RE-ADOPTION OF ALL POLICIES AND CODE OF ETHICS IN EFFECT 2016-2017 SCHOOL YEAR (Education Law 2503)

Mr. Schofield made a motion to approve re-adoption of all policies and Code of Ethics.

Second: Mr. Mayo

Carried: 8-0

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, adopt the Policies and Code of Ethics as they appear in the Board of Education's E-Policy Manual as of July 1, 2016.

(Board members signed Code of Ethics 2111-E which is on file in BOE Office.)

- S. CELL PHONE ASSIGNMENTS

Cell phone resolution will be on August 3, 2016 agenda.

- T. MILEAGE REIMBURSEMENT RATE

Mr. Schofield made a motion to approve Mileage Reimbursement Rate.

Second: Mr. Mayo

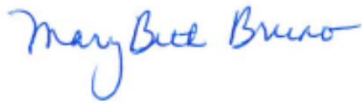
Carried: 8-0

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, hereby adopts a mileage reimbursement at rate set by IRS for the period of July 1, 2016 through June 30, 2017.

- U. ADJOURN RE-ORGANIZATION MEETING**

At 5:40 pm Mr. Schofield adjourned the Re-Organization meeting and made a motion for Executive Session for pending litigation. This was seconded by Mr. Mayo and carried 8-0.

Respectfully submitted by,



Mary Beth Bruno
Board Clerk

We Can.
We Will.
End of Story

