

The Enlarged City School District of Troy, New York
Board of Education

Annual Reorganizational Meeting Minutes

Type of Meeting: Annual Reorganizational
Date of Meeting: July 1, 2009
Location of Meeting: Doyle Middle School
Time of Meeting: 6:00 pm – Executive Session
7:00 pm – Annual Reorganizational Meeting
7:30 pm – General Meeting

I. MEETING CALLED TO ORDER

At 6:00 pm, Mr. Schofield, President, opened the meeting with the Pledge of Allegiance.

II. ROLL CALL

Members Present: Mr. Schofield, President
Mr. Mayo, Vice President
Mrs. Adams
Mrs. Clinton
Mrs. Harvin
Mrs. Marro-Giroux
Mrs. Wager-Rounds
Mrs. Walsh

Members Absent: Mrs. Scully

Also Present: Mr. Atiba-Weza, Superintendent
Dr. Rivers, Assistant Superintendent
Mr. Hopke, Director of Management Services
Mrs. O'Neill, School Business Administrator
Mrs. Culligan, Human Resources
Mr. McCarthy, School Attorney

At approximately 6:00 pm, Mr. Schofield made a motion to enter into Executive Session for the purpose of contractual and personnel matters. This was seconded by Mr. Mayo and the vote carried: 8 – 0. Mr. McCarthy, Mr. Hopke, Mrs. O'Neill and Mrs. Culligan were invited into the Executive Session

At approximately 7:00 pm, Mr. Schofield made a motion to enter into Public Session. This was seconded by Mr. Mayo and the vote carried: 8 – 0 – 1

III. NEW BOARD MEMBERS INTRODUCED

New Members of the Board of Education, Mary Marro-Giroux and Martha Walsh were welcomed. Both have taken their Oath of Office.

IV. ELECTION OF BOARD OF EDUCATION PRESIDENT – Fiscal 2009-2010
(Education law 2504, 2563)

Mr. Schofield nominated Mr. Mayo. Mrs. Adams seconded the nomination. The vote carried 8 – 0 – 1.

V. OATH OF OFFICE ADMINISTERED TO NEWLY ELECTED BOARD OF EDUCATION PRESIDENT 2009-2010 (Public Officer's Law 5, 10, 30)

The Acting Clerk of the Board administered the Oath of Office to Mr. Mayo.

VI. ELECTION OF BOARD OF EDUCATION VICE-PRESIDENT – Fiscal 2009-2010
(Education Law 2504, 2563)

Mrs. Marro-Giroux nominated Mrs. Clinton
Mrs. Harvin nominated Mrs. Walsh
Mrs. Adams nominated Mrs. Wager-Rounds

At the request of Mr. Schofield, a roll call was taken for the vote.

<u>Mrs. Clinton</u>	<u>Mrs. Wager-Rounds</u>
Mrs. Clinton	Mrs. Adams
Mrs. Harvin	Mr. Mayo
Mrs. Marro-Giroux	Mr. Schofield
Mrs. Walsh	Mrs. Wager-Rounds

Vote taken was tied at 4 – 4. The decision has been tabled until Mrs. Scully is available.

VII. OATH OF OFFICE ADMINISTERED TO NEWLY ELECTED BOARD OF EDUCATION VICE-PRESIDENT 2009-2010 (Public Officer's Law 5, 10, 30)

Oath of Office will be administered pending a decision by the Board.

VIII. PUBLIC INPUT ON NON-AGENDA AND AGENDA ITEMS

IX. APPOINTMENT OF PARLIAMENTARIAN

Mr. Schofield nominated Mrs. Wager-Rounds, seconded by Mr. Mayo. Mrs. Marro-Giroux nominated Mrs. Clinton, seconded by Mrs. Walsh. Vote taken was tied at 4 – 4. The decision has been tabled until Mrs. Scully is available.

X. FOIL APPEALS OFFICER

BE IT RESOLVED, that the Board of Education appoint Board Member Mary Ellen Adams as Appeals Officer for Freedom of Information Requests (such appointment being allowed by Paragraph {a} of Subdivision 4 of Section 89 of the Public Officer's Law).

Motion: Mr. Schofield Carried: 8 - 0 - 1
Second: Mrs. Marro-Grioux

XI. BOARD OF EDUCATION APPOINTMENTS

- a. Clerk to the Board of Education
(Education Law 2503, Commissioner's Regulation 170.2)

BE IT RESOLVED, that the Board of Education appoints Jamie Mroczko to serve as Temporary Clerk to the Board of Education for fiscal year 2009-2010.

Motion: Mr. Mayo Carried: 8 - 0 - 1
Second: Mrs. Clinton

- b. Oath of Office Administered to the Temporary Clerk to the Board of Education 2009-2010

Mr. Mayo administered the Oath of Office to Ms. Mroczko.

- c. Internal Claims Auditor
(Education Law 2526; Commissioner's Regulation 170.2)

BE IT RESOLVED, that the Board of Education, upon recommendation of the Superintendent, extend the appointment of Mr. Brian Filkins as Internal Claims Auditor.

Motion: Mr. Mayo Carried: 8 - 0 - 1
Second: Mr. Schofield

- d. Tax Collector
(Education Law 2506; Commissioner's Regulation 170.2)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint Maureen Hernick as Tax Collector and also as the individual who will continue to assume the duties of Tax Collector for fiscal year July 1, 2009 through June 30, 2010.

Motion: Mr. Mayo Carried: 8 - 0 - 1
Second: Mr. Schofield

- e. School District Treasurer
(Education Law 2503; Commissioner's Regulation 170.2)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint John Mattox to serve as School District Treasurer for fiscal year 2009-2010.

Motion: Mr. Mayo Carried: 8 - 0 - 1
Second: Mrs. Adams

- f. Administration of Oath to Each of the Appointed Officers
(Public Officer's Law 5, 10, 30)

The Clerk to the Board of Education will administer the Oath to the Internal Claims Auditor, Tax Collector, and School District Treasurer.

- g. District's Title IX Compliance Officer

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint Susan Doyle as the District's Title IX Compliance Officer for the 2009-2010 school year. Remuneration shall be \$550. for the year.

Motion: Mr. Mayo Carried: 8 - 0 - 1
Second: Mrs. Adams

- h. #504 Compliance Officer

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint Kelly Handy as the #504 Compliance Officer, effective July 1, 2009 through June 30, 2010.

Motion: Mr. Mayo Carried: 8 - 0 - 1
Second: Mr. Schofield

- i. District School Medical Officers
(Commissioner's Regulation 136.2)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint Dr. Racela at \$18,920. per year; Dr. O'Bryan at \$14,080. per year; and Riverview Pediatrics at \$14,080. per year as the School District Medical Officers for the 2009-2010 school year.

Motion: Mr. Mayo Carried: 8 - 0 - 1
Second: Mrs. Adams

j. Central Treasurer, Extra-Curricular Classroom Activity Accounts
(Education Law 2503)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, appoint Giovanna Driscoll as Central Treasurer, Extra-Curricular Classroom Activities Accounts, for the period July 1, 2009 through June 30, 2010.

Motion: Mr. Mayo Carried: 8 – 0 – 1
Second: Mr. Schofield

k. Determiner of Residency and Homeless Liaison

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, temporarily appoint Peter Hopke as Determiner of Residency and Homeless Liaison. The Board will re-appoint this position after full time staff have been hired.

Motion: Mr. Mayo Carried: 8 – 0 – 1
Second: Mrs. Adams

XII. BOARD OF EDUCATION DESIGNATIONS 2009-2010

Items a through c were acted on through a Consent Agenda.

a. The Official Bank Depository – All Funds
(Education Law 2130; Commissioner's Regulation 170.2)

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, designate the following banks as depositories of School District funds for the 2009-2010 school year:

First Niagara Bank: Trust & Agency Fund – Checking
General Fund – Checking
Special Aid Fund – Checking
School Lunch Fund – Checking
Student Activities Fund – Checking
Payroll – Checking
General Fund – Money Market
Capital Fund – Checking
Bookstore Fund – Checking
Tax Account – Money Market

b. Regular Monthly Meetings
(Education Law 2504)

BE IT RESOLVED, that the Board of Education will meet the first Wednesday of each month at 7:00 pm, effective August, 2009, and be it

FURTHER RESOLVED, that the Board of Education Workshop will be held the third Wednesday of the month, and be it

FURTHER RESOLVED, that if such meeting is canceled, the alternative date is to be the Tuesday following the first Wednesday of the month.

c. Official Newspaper
(Education Law 2004)

RE IT RESOLVED, that the Board of Education designate The Record as the Troy City School District's official newspaper for the 2009-2010 fiscal year.

Motion to Consent:	Mr. Mayo	Carried:	8 – 0 – 1
Second to Consent:	Mr. Schofield		

Motion to Carry:	Mr. Mayo	Carried:	8 – 0 – 1
Second to Carry:	Mr. Schofield		

XIII. Board of Education Authorizations 2009-2010

Items a through f were acted on as a Consent Agenda.

a. 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.

b. Attendance at Conferences, Conventions and Workshops, etc.
(Municipal Law 77-b)

BE IT RESOLVED, that the Board of Education authorize the Superintendent to approve staff attendance at conferences, conventions, workshops, etc. during fiscal year 2009-2010.

- c. 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 2009-2010 school year, petty cash in the amount of \$75. each as follows:

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

Linda Martin	Principal, School #2
Tracy Ford	Principal, School #12
Karen Cloutier	Principal, School #14
Jeanna Kukulka	Principal, School #16
Cynthia Kilgallon	Principal, School #18
Casey Parker	Principal, Carroll Hill
Jennifer Span	Principal, WKDMS
John Carmello	Principal, Troy High School
Jamie Mroczko	Clerk to the Board of Education (Temporary)
Paul Apicella	Central Business Office
Donald Kearns	Stock Room
Giovanna Driscoll	Bookstore

- d. 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 of the School Business Administrator – Mary O'Neill, and approve the signature of the District Treasurer, John Mattox, each individually, as authorization for checks, and be it

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

- e. 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 the New York State Banks in accordance with legal provisions, and be it

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.

f. 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.

Motion to Consent: Mr. Mayo Carried: 8 – 0 – 1
Second to Consent: Mr. Schofield

Motion to Carry: Mr. Mayo Carried: 8 – 0 – 1
Second to Carry: Mr. Schofield

XIV. BONDING OF PERSONNEL

a. District Treasurer, Tax Collector, Central Treasurer

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 covered by a \$200,000. blanket bond:

Superintendent of Schools
Assistant Superintendent
Tax Collector
Treasurer (covered by a \$1,000,000. excess policy)
School Business Administrator
Director of Management Services
Courier
Central Treasurer

Motion: Mr. Mayo Carried: 8 – 0 – 1
Second: Mrs. Adams

XV. BOARD OF EDUCATION RE-ADOPTION OF ALL POLICIES AND CODE OF ETHICS IN EFFECT 2009-2010 SCHOOL YEAR
(Education Law 2503)

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 Policy Manual, July 2, 2009.

Motion: Mr. Mayo Carried: 8 – 0 – 1
Second: Mr. Schofield

XVI. BOARD OF EDUCATION COMMITTEES 2009-2010

<u>Committee</u>	<u>Chairperson</u>
Education/Athletics	Mary Marro-Giroux
Facilities	Anne Wager-Rounds
Policy & Planning	Mary Ellen Adams
Finance	Stephanie Scully
Board Representative - Diversity Committee:	Anne Wager-Rounds Martha Walsh

Discussion:

- a. There was discussion regarding the role of the liaison and whether to reconsider this role for Board members.

At the request of Mr. Mayo a roll call was taken for the vote.

<u>Yes</u>	<u>No</u>
Mrs. Clinton	Mrs. Adams
Mrs. Harvin	Mr. Mayo
Mrs. Marro-Giroux	Mr. Schofield
Mrs. Walsh	Mrs. Wager-Rounds

Due to the tie vote, the decision was tabled until Mrs. Scully is available.

- b. To be in compliance with regulations and with agreement by policy last year, Mr. Hopke distributed a list of School District cell phone users to the Board.
- c. Town Hall meetings will continue and the format is to be an open forum. Mr. Atiba stated that this is an opportunity to be as transparent as possible. The meetings will begin in October and continue through May.
- d. Laptop computers will be made available to all Board members for use at Board meetings. E-mail addresses will be set up for all Board members so that all communications with the Board may be made via the School District website.
- e. Board meetings will be held at a different school at least one time per month. A draft calendar will be forwarded to all Board members.

XVII. MOTION TO ADJOURN REORGANIZATIONAL MEETING

At approximately 7:30 pm, Mr. Mayo made a motion to adjourn the Reorganizational meeting. This was seconded by Mr. Schofield and the vote carried, 8 – 0.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Jamie Mroczko". The signature is stylized with a large loop at the beginning and a long horizontal stroke at the end.

Jamie Mroczko
Acting Clerk of the Board