

**ARLINGTON CENTRAL SCHOOL DISTRICT
MINUTES OF THE REORGANIZATION MEETING
OF THE BOARD OF EDUCATION
CENTRAL ADMINISTRATION OFFICE
JULY 1, 2016**

1) **Call to Order**

District Clerk, Margie Flynn, acting as Temporary Chairperson, called the meeting to order at 5:00 pm at the Central Administration Office, 144 Todd Hill Road, LaGrangeville, NY 12540.

2) **Pledge of Allegiance**

3) **Roll Call**

Board Members present were Mrs. Baxter, Mr. Bodnar, Mrs. Eraca, Mrs. Fasulo, Mrs. Herr, Mr. McCormick, Mr. McLeod, Mr. Rossi, and Mr. Tornatore. Also present were Dr. Lyons, Mr. Benante, Mrs. Muenkel, and Mr. Sheldon.

4) **Oath of Office**

Margie Flynn administered the Oath of Office to the re-elected Board Members, Mrs. Baxter and Mrs. Fasulo, and the newly elected Board Member, Mr. Mark Tornatore.

5) **Election of Officers**

Nomination for President

Margie Flynn accepted nominations for the office of President of the Board of Education. Mr. McLeod nominated Mr. Rossi, seconded by Mr. McCormick. The District Clerk asked if there were any other nominations. Mr. Tornatore nominated Mr. Bodnar. Mr. Bodnar seconded the motion. A roll call was taken. Mr. Rossi was declared Board President by a vote of 7-2, 7 votes for Mr. Rossi, 2 votes for Mr. Bodnar. The Oath of Office was given to Mr. Rossi and the meeting was turned over to Mr. Rossi.

Nomination for Vice President

Mr. Rossi accepted nominations for the office of Vice President of the Board of Education. Mr. Bodnar nominated Mrs. Herr, seconded by Mrs. Baxter. Mr. Rossi asked if there were any other nominations. There were no other nominations. The motion was carried unanimously. Mrs. Herr was declared the Board Vice President by a vote of 9-0. The Oath of Office was given to Mrs. Herr.

6) **Appointment of Officers**

Motion by Mr. McLeod, seconded by Mrs. Baxter, to approve the following resolution. The motion was carried unanimously.

BE IT RESOLVED, that the Board of Education appoints the following individuals to the below annual positions in accordance to Laws, Rules and Regulations of the State of New York:

District Clerk:	Margie Flynn
District Treasurer:	Susan Christoffersen
Deputy Treasurer:	Laurie Margosian
School Tax Collector:	Susan Linich - \$25.00/hr.
Deputy Tax Collector:	James Marshall - \$16.76/hr.
Internal Claims Auditor:	Sandy Martel - \$30.00/hr.
District Extra Classroom Auditor:	Christine Futyma - \$27.94/hr.

7) **Acting District Clerk**

Motion by Mr. McLeod, seconded by Mr. Bodnar, to approve the following resolution. The motion was carried unanimously.

BE IT RESOLVED, that the Board of Education approves the appointment of Karen Herman as the Acting District Clerk for the 2016-2017 school year, to act in the absence or disability of the District Clerk, Margie Flynn.

8) **Oath of Office**

The Oath of Office was administered to the below list of individuals in accordance to the Laws, Rules, and Regulation of the State of New York:

Superintendent of Schools:	Brendan Lyons
District Clerk:	Margie Flynn
District Treasurer:	Susan Christoffersen
Deputy Treasurer:	Laurie Margosian
Tax Collector:	Susan Linich
Internal Claims Auditor:	Sandy Martel

9) **District Service Providers**

Motion by Mr. McLeod, seconded by Mrs. Baxter, to approve the following resolution. The motion was carried unanimously.

BE IT RESOLVED, that the Board of Education approves the following firms to the below annual appointments in accordance to the Law, Rules and Regulations of the State of New York:

- Internal Auditor: R.S. Abrams & Co., LLP
- External Auditor: D'Arcangelo & Co., LLP

- School District Attorney: Shaw, Perelson, May & Lambert, LLP
- Bond Council: Hawkins, Delafield & Wood, LLP
- School Physician (for student services): Health Quest Urgent Medical Care Practice, P.C.
- School Physician (for adult services): Emergency One
- Architect: Tetra Tech
- Fiscal Advisor: Bernard P. Donegan, Inc.

10) District Designees

Motion by Mr. McLeod, seconded by Mr. McCormick, to approve the following resolution. The motion was carried unanimously.

BE IT RESOLVED, that the Board of Education approves the following annual appointments in accordance to the Laws, Rules and Regulations of the State of New York:

District Purchasing Agent	Lisa Barker
Deputy Purchasing Agent	Kevin Sheldon
Records Management Officer	Ellen Marble
Records Access Officer	Margie Flynn
Asbestos Designee	Joseph Mascarenhas
504 Coordinator, students	Vanessa Weeks
504 Coordinator, employees	Margaret Muenkel
Title VII Compliance Officers	Margaret Muenkel, Phil Benante
Title IX Compliance Officers	Margaret Muenkel, Phil Benante
Residency Determinations	Brendan Lyons
Homeless Liaison	Brendan Lyons
DCSBA Executive Committee Member	To Be Determined
Dignity Act Coordinator	Margaret Muenkel
Medicaid Compliance Officer	Brendan Lyons
Workers Compensation Paid Leave Designee	Kevin Sheldon

Secondary School extra classroom activities fund Central Treasurer and Central Treasurer Assistant (high school and middle schools):

Arlington High School - Paul Fanuele, Theresa Smith
 LaGrange Middle School - Eric Schetter, Laura Portaro
 Union Vale Middle School - Scott Wood, Maureen Zaccardi

11) District Designation

Motion by Mr. McLeod, seconded by Mrs. Baxter, to approve the following resolution. The motion was carried unanimously.

BE IT RESOLVED, that the Board of Education approves the following designations in the 2016-2017 school year in accordance to the Laws, Rules, and Regulations of the State of New York:

- a) **Official Depository:** Bank of America
 Mahopac National
 M&T Bank
 First Niagara Bank
 Key Bank
 BNY Mellon

Posting for Legal Notices: Poughkeepsie Journal
 Authorized signatures for signing checks: District Treasurer, Susan Christoffersen
 Deputy Treasurer, Laurie Margosian

b) **Designation of Petty Cash Funds:**

- \$100 - Arlington High School
- \$100 - LaGrange Middle School
- \$100 - Union Vale Middle School
- \$100 - Arthur S. May School
- \$100 - Beekman Elementary School
- \$100 - Noxon Road Elementary School
- \$100 - Overlook Primary School
- \$100 - Titusville Intermediate School
- \$100 - Traver Road Primary School
- \$100 - Joseph D'Aquanni/West Road Intermediate School
- \$100 - Vail Farm Elementary School
- \$100 - Transportation
- \$100 - Maintenance
- \$100 - Central Administration Office
- \$100 - Summer School

c) Superintendent approves attendance of personnel at meetings, conferences, conventions, visitations and workshops

d) Assistant Superintendent for Business to certify payroll

e) Superintendent applies for state and federal grants in aid

f) Bonding of Personnel:

District Treasurer	\$5,000,000
Tax Collector	\$5,000,000
Internal Claims Auditor	\$5,000,000
Deputy Treasurer, Central Treasurers	\$5,000,000
Activity Funds	\$5,000,000
Blanket Bond for all other personnel	\$5,000,000

g) Mileage reimbursement rate as determined by IRS standards

- h) Authorize District Treasurer and Deputy Treasurer to make transfers among bank accounts
- i) Authorize District Treasurer and Deputy Treasurer to invest District monies as available in accordance with Board of Education Investment Policy

12) After School Program Rate of Pay for the 2016- 2017 School Year:

Motion by Mr. McLeod, seconded by Dr. Eraca, to approve the following resolution. The motion was carried unanimously.

BE IT RESOLVED, that the Board of Education approves the following pay rates:

<u>Position</u>	<u>Rate</u>
Director/Coordinator	\$500 stipend per semester to be paid 50% at start of program and 50% at completion of program.
Teacher	\$48.00/hr
Teacher Assistant	Current hourly rate of pay
Clerical Assistance	\$250 stipend per semester to be paid upon completion of the program

13) Substitute Rate of Pay for the 2016- 2017 School Year:

Motion by Mr. McLeod, seconded by Dr. Eraca, to approve the following resolution. The motion was carried unanimously.

BE IT RESOLVED, that the Board of Education approves the following pay rates:

<u>Position</u>	<u>Rate</u>
Uncertified Substitute Teacher	\$75.00/day, days 1 – 40
Certified Substitute Teacher	\$85.00/day, days 1 - 30 \$90.00/day, days 31 - 60 \$100.00/day, days 61 +
Teaching Assistant	\$11.82/hr
Clerical	\$15.13/hr
Food Service	\$10.90/hr
Nurse	\$100.00/day
Per Diem Driver	\$19.85/hr
School Monitor	\$11.66/hr
Accompanist Home	\$67.00/event
Accompanist Away	\$76.00/event

14) Appointments of Trustee and Alternate Trustees for DEHIC Plan and DC Schools WC Cooperative

Motion by Mr. McLeod, seconded by Dr. Eraca, to approve the following resolution. The motion was carried unanimously.

BE IT RESOLVED, that the Board of Education approves the following individuals to act as Trustee and Alternate Trustee as required per the Dutchess Educational Health Insurance Consortium (DEHIC) Plan Document and the Dutchess County Schools Workers' Compensation Cooperative Plan Document:

ACSD Dutchess Educational Health Insurance Consortium Trustee	Lisa Barker
ACSD Dutchess Educational Health Insurance Consortium Alternate Trustee	Margaret Muenkel
ACSD Dutchess County Schools Workers' Compensation Cooperative Trustee	Lisa Barker
ACSD Dutchess County Schools Workers' Compensation Cooperative Alternate Trustee	Kevin Sheldon

15) Committee on Special Education Members

Motion by Mr. McLeod, seconded by Mr. Bodnar, to approve the following resolution. The motion was carried unanimously.

BE IT RESOLVED, that the Board of Education appoints the following Committee on Special Education Members:

Chairpersons: Vanessa Weeks, Tatiana Memoli, Jeffrey Finton, Jill Cook, Alisha Williams-McCorvey

Psychologists: Linda Dixon-Dziedzic, Eileen Frering, John Lacey, Mary Oberrieth, Holly Schwartz, Jessica Magee, Tammy Rodriguez, Rosanne Strouth, Thomas Voelker, Denise Zahakos, Mary Beth Neils, Kylie Urso

Parent Members: Rena Maki Nicastri, Frana Baruch, Aloma Greene, Kathy Somme, Jennifer Loia, Carol Bottomedi, Becky Coles, Janet Sabatino, Patty Magdall, Kristina Cairns, Lori Pavlinsky, Solita Moran-Frye, Jennifer O'Neil Brennan, Melissa Palestro, Mara Hobel-Furrer

Physician Member: Health Quest Urgent Medical Care Practice, P.C.

Child's Teacher: Generic appointment of all teachers on staff

16) Committee on Special Education Referral Designee

Motion by Mr. McLeod, seconded by Dr. Eraca, to approve the following resolution. The motion was carried unanimously.

BE IT RESOLVED, that the Board of Education appoints the following Committee on Special Education Referral Designee:

Vanessa Weeks

17) Committee on Pre-School Special Education Members

Motion by Mr. McLeod, seconded by Dr. Eraca, to approve the following resolution. The motion was carried unanimously.

BE IT RESOLVED, that the Board of Education appoints the following Committee on Pre-School Special Education Members:

Chairpersons: Vanessa Weeks, Tatiana Memoli, Jeffrey Finton, Jill Cook, Alisha Williams-McCorvey, Mary Oberrieth

Parent Members: Rena Maki Nicastri, Aloma Greene, Jennifer O'Neil Brennan, Melissa Palestro, Mara Hobel-Furrer

Child's Teacher: Generic appointment of all kindergarten teachers on staff

18) Dignity Act Coordinators

Motion by Mr. McLeod, seconded by Mr. Bodnar, to approve the following resolution. The motion was carried unanimously.

BE IT RESOLVED, that the Board of Education approves the following Dignity Act Coordinators:

	Principals/Admin. Designee	Staff Member
Arthur S. May School	Sheri Primeaux	Cindy VanDermark
Beekman Elementary School	Matthew Latvis	Jennifer Marino
Traver Road Primary School	Cara Conrad	Scott Carruthers
Joseph D'Aquanni West Rd. Intermediate School	Heather Ogborn	Susan Grencer
Overlook Primary School	Steven Corbett	Lisa Cole
Titusville Intermediate School	Daniel Shornstein	Lisa Cole
Noxon Road Elementary School	Kelly Murray	Jennifer Marino
Vail Farm Elementary School	Jessica Wheeler	Susan Grencer
Union Vale Middle School	Paul Hackett Christine Jamin	Alison Evans Rosanne Strouth
LaGrange Middle School	Eric Schetter Sharon LaDue	Christie Sablinski
Arlington High School	Richard Carroll Jeanne Desire Hilary Roberto	Christopher Babb Freya Bomba Paula Dante
Central Administration Office	Margaret Muenkel	

19) Hearing Officers

Motion by Mr. McLeod, seconded by Mr. Bodnar, to approve the following resolution. The motion was carried unanimously.

BE IT RESOLVED, that the Board of Education approves the following resolution:

To accept the ‘district specific list’ of impartial hearing officers as reflected in the State Education Department’s Impartial Hearing Reporting System.

20) Surrogate Parent

Motion by Mr. McLeod, seconded by Dr. Eraca, to approve the following resolution. The motion was carried unanimously.

BE IT RESOLVED, that the Board of Education appoints the following Surrogate Parent for the Committee on Special Education:

MaryBeth Kaminsky

21) Other Items

Motion by Mr. McLeod, seconded by Dr. Eraca, to approve the following resolution. The motion was carried unanimously.

BE IT RESOLVED, that the Board of Education approves the below items in accordance to the Laws, Rules, and Regulations of the State of New York:

That the Board of Education adopts all existing Board Policies as referenced in the minutes of this meeting.

That the Board of Education designates the reorganization meeting date for the 2017-2018 school year as July 11, 2017.

Dr. Lyons announced that Mr. McCormick has been on the Arlington School Board for 30 years. He congratulated Mr. McCormick and thanked him for all of his years of service.

22) Adjournment

Motion by Mr. McLeod, seconded by Mr. McCormick, to adjourn the meeting at 5:20 pm. The motion was carried unanimously.

Margie Flynn, District Clerk