

**ARLINGTON CENTRAL SCHOOL DISTRICT  
MINUTES OF THE REORGANIZATION MEETING  
OF THE BOARD OF EDUCATION  
CENTRAL ADMINISTRATION OFFICE  
JULY 7, 2015**

**1) Call to Order**

District Clerk, Margie Flynn, acting as Temporary Chairperson, called the meeting to order at 7:00 p.m. at 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. Herr, Mrs. Lappan, Mr. McCormick, Mr. McLeod, Mr. Rossi, and Mr. Shuttleworth. Also present were Dr. Lyons, Mr. Benante, Mrs. Flynn-Brown, Mrs. Muenkel, and Mr. Sheldon.

**4) Oath of Office**

Margie Flynn administered the Oath of Office to the re-elected Board Members, Mr. McCormick, Mr. McLeod, and Mr. Rossi.

**5) Election of Officers**

**Nomination for President**

Margie Flynn accepted nominations for the office of President of the Board of Education. Mr. McLeod nominated Mrs. Lappan, seconded by Mr. Shuttleworth. The District Clerk asked if there were any other nominations. There were no other nominations. The District Clerk declared the nominations closed. The motion was carried unanimously. Mrs. Lappan was declared Board President by a vote of 9-0. The Oath of Office was given to Mrs. Lappan and the meeting was turned over to Mrs. Lappan.

**Nomination for Vice President**

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

6) **Appointment of Officers**

Motion by Mr. McLeod, seconded by Mrs. Herr, 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 - \$22.67/hr.
Deputy Tax Collector	James Marshall - \$16.43hr.
Internal Claims Auditor:	Sandy Martino - \$28.25/hr.
District Extra Classroom Auditor:	Christine Futyma - \$26.94/hr.

7) **Acting District Clerk**

Motion by Mrs. Baxter, seconded by Mr. Rossi, 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 2015-2016 school year, to act in the absence or disability of the District Clerk, Margie Flynn.

8) **Oath of Office**

The Oath of Office will be 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 Martino

9) **District Service Providers**

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

**10) District Designees**

Motion by Mr. Rossi, seconded by Mr. Shuttleworth, 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	Donna Flynn-Brown
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	Donna Flynn-Brown
DCSBA Executive Committee Member	To Be Determined
Dignity Act Coordinator	Donna Flynn-Brown
Medicaid Compliance Officer	Brendan Lyons

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

**BE IT RESOLVED**, that the Board of Education approves the following designations in the 2015-2016 school year in accordance to the Laws, Rules, and Regulations of the State of New York.

Official Depository:                      Bank of America  
   Mahopac National  
   JP Morgan Chase Bank  
   M&T Bank  
   First Niagara Bank

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

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

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

Assistant Superintendent for Business to certify payroll

Superintendent applies for state and federal grants in aid

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

Mileage reimbursement rate as determined by IRS standards

Authorize District Treasurer and Deputy Treasurer to make transfers among bank accounts

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 2015- 2016 School Year**

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

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

<b><u>Position</u></b>	<b><u>Rate</u></b>
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

**Supplies/Materials**

Each school program has been budgeted a specific amount of money to be used at the discretion of the principal.

**13) Substitute Rate of Pay for the 2015- 2016 School Year:**

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

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

<b><u>Position</u></b>	<b><u>Rate</u></b>
Uncertified Substitute Teacher	\$75.00/day, not to exceed 40 days
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	\$14.34/hr
Food Service	\$10.90/hr
Nurse	\$100.00/day
Cleaner	\$12.92/hr
Per Diem Driver	\$19.80/hr
School Monitor	\$11.46/hr
Accompanist Home	\$65.00/event
Accompanist Away	\$74.00/event

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

Motion by Mrs. Baxter, seconded by Mr. Rossi, 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. Rossi, 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 Committee on Special Education Members:

Chairpersons: Tatiana Memoli, Triesha Foglia, Karen Smith

Alternate Chairperson: Donna Flynn-Brown

Psychologists: Linda Dixon-Dziedzic, Eileen Frering, John Lacey, Christine 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 Mrs. Herr, 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:

Donna Flynn-Brown

**17) Committee on Pre-School Special Education Members**

Motion by Mr. Shuttleworth, seconded by Mrs. 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: Tatiana Memoli, Triesha Foglia, Karen Smith, Donna Flynn-Brown

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 Mrs. Baxter, seconded by Mrs. Eraca, 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	To be determined	Lisa Cole
Traver Road Primary School	Micah Brown	Scott Carruthers
Joseph D’Aquanni West Rd. Intermediate School	Heather Ogborn	Susan Grencer

Overlook Primary School	Margaret Maraia	Jennifer Marino
Titusville Intermediate School	Daniel Shornstein	Lisa Cole
Noxon Road Elementary School	Kelly Murray	Jennifer Marino
Vail Farm Elementary School	Meagan Sullivan	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	Donna Flynn-Brown Margaret Muenkel	

**19) Hearing Officers**

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

**BE IT RESOLVED**, that the Board of Education approves a resolution to accept the ‘district specific list’ of impartial hearing officers as it is reflected in the State Education Department’s Impartial Hearing Reporting System.

**20) Surrogate Parent**

Motion by Mrs. Herr, seconded by Mr. McLeod, 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 Mrs. Herr, seconded by Mr. McLeod, 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 the proposed changes to the Regulation #1500-R, Public Use of School Facilities, as referenced in the minutes of this meeting.



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 2016-2017 school year as July 5, 2016.

**22) Adjournment**

Motion by Mr. Bodnar, seconded by Mr. Rossi, to adjourn the meeting at 7:20 pm. The motion was carried unanimously.

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**Margie Flynn, District Clerk**