

APPROVED MINUTES
Laurens Central School
Board of Education
Reorganizational Meeting
Home Ec Room 115 - 7:00 PM
July 7, 2010

Opening of Meeting

I. OPENING OF MEETING

A. Call to Order

The meeting was called to order at 7:05 PM by Superintendent R. Wenck

B. Adoption of Agenda

Motion made by R. Holstead, seconded by C. Struckle to adopt the agenda. Motion carried 4-0-0.

Board Member

II. BOARD OF EDUCATION MEMBERS

A. Board of Education Member Oath of Office: Frances Nichols

Superintendent R. Wenck administered the Oath of Office to Board Member F. Nichols

Roll Call

III. ROLL CALL AND QUORUM CHECK

Board Members Present: C. Struckle, F. Nichols R. Holstead, T. Francisco, G. Murello

Board Members Absent:

Others Present: R. Wenck, Superintendent; W. Dorritie, Building Principal; J. Kinne, Treasurer; S. Dugan, District Clerk; E. Wright, Deputy Treasurer, Mr. & Mrs. F. Bakhuizen

Election of Officers

IV. ELECTION OF OFFICERS

A. President – Nominations for Office

R. Holstead nominated C. Struckle as Board President, seconded by F. Nichols. Motion carried 5-0-0.

Superintendent R. Wenck administered the Oath of Office to President C. Struckle.

B. Vice President – Nominations for Office

R. Holstead nominated F. Nichols as Board Vice President, seconded by T. Francisco. F. Nichols declined the nomination.

F. Nichols nominated R. Holstead as Board Vice President, seconded by C. Struckle. Motion carried 4-0-1 R. Holstead.

C. Struckle administered the Oath of Office to Vice President R. Holstead.

Appointment of Officers

V. APPOINTMENT OF OFFICERS

- A. District Clerk - Sheryl Dugan - Oath of Office (Salary – Contributing – ERS)
B. Deputy District Clerk – Romona N. Wenck – Oath of Office (Salary – Contributing – TRS)

- C. Tax Collector - Doris Schlee - Oath of Office (Paid – Contributing - ERS)
- D. District Treasurer – Jane Kinne - Oath of Office (Salary – Contributing – ERS)
- E. Deputy Treasurer – Edward Wright - Oath of Office (Salary – Contributing – ERS)
- F. Internal Claims Auditor - Wanda Perry - Oath of Office (Unpaid)
- G. District Representative Officer on the Governing Board of the Catskill Area Schools Employee Benefit Plan – Romona N. Wenck (Salary – Contributing – TRS)
- H. District Representative Interim Designee on the Governing Board of the Catskill Area Schools Employee Benefit Plan – Jane Kinne (Salary – Contributing – ERS)

Motion made by T. Francisco, seconded by F. Nichols to approve the above appointments A-H. Motion carried 5-0-0.

President C. Struckle administered the Oath of Office to all of the above officers with the exception of Doris Schlee, Tax Collector, and Wanda Perry, Internal Claims Auditor who were not present. The Oath will be administered to them at a later date by the District Clerk.

Other Appointments

VI. OTHER APPOINTMENTS

- A. Director of Physical Education – Romona N. Wenck (Salary-Contributing-TRS)
- B. School Physician - School Based HealthZone-Dr. Kjolhede, MD & Theresa Turick-Gibson, NP (Per Contract)
- C. Attorney – Ferrara, Fiorenza, Loarrison, Barrett & Reitz, PC and Hogan, Sarzynski, Lynch Surowka & DeWind LLP (Per Contract)
- D. Records Access Officer - Sheryl Dugan (Salary – Contributing – ERS)
- E. Central Treasurer - Extra Curricular Activity Accounts - Joanne Johnston (Salary – Contributing - TRS)
- F. Faculty Advisor, Extracurricular – Romona N. Wenck (Salary – Contributing – TRS)
- G. Attendance Officer – Corena Martin (Salary – Contributing – TRS)
- H. Insurance Consultant - Tim Parsons (Per Contract)
- I. District Auditor – Cywnar & Co. (Per Contract)
- J. Internal Auditor – D’Arcangelo & Co. (Per Contract)
- K. Fire Safety Inspector - Pamela Zoll, ONC BOCES Safety Risk Management (Per Contract)
- L. Investment Officers – Jane Kinne (Salary-Contributing-ERS) and Romona N. Wenck (Salary-Contributing-TRS)
- M. Records Management Officer – Sheryl Dugan (Salary – Contributing – ERS)
- N. Permanent Chairperson for District Meetings and Elections - Romona N. Wenck (Salary – Contributing – TRS)
- O. Asbestos Designee – Steve West (Salary – Contributing – ERS)
- P. Safety Coordinator – Steve West (Salary – Contributing – ERS)

Motion made by T. Francisco, seconded by G. Murello to approve other appointments A-P. Motion carried 5-0-0.

- Q. Census Enumerator – Corena Martin (Salary – Contributing – TRS)
- R. Purchasing Agent - Romona N. Wenck (Salary – Contributing – TRS)

Motion made by T. Francisco, seconded by F. Nichols to approve other appointments R-Q. Motion carried 5-0-0.

- S. Committee on Special Education
 1. Sandra Kaster, Chairperson/Teacher of Special Education
 2. School Psychologist

3. The Child's Parent(s) or Person(s) in Parental Relationship to the Child
4. The Child's Regular Education Teacher
5. The Child's Special Education Teacher or Related Service Provider
6. The Student, if appropriate
7. Dr. Chris Kjolhede or Ms. Theresa Turick-Gibson, PHP (if requested)
8. Parent Representative
9. Heidi Sider, Guidance Counselor
10. Celeste Leone, Guidance Counselor
11. Kathleen Jones, Speech/Language Therapist
12. Other persons having knowledge or special expertise regarding the student as deemed appropriate by the parent(s) or school district

Motion made by F. Nichols, seconded by T. Francisco to approve other appointments S. Motion carried 5-0-0.

- T. Committee on Pre-School Education
 1. Sandra Kaster - Chairperson/Teacher of Special Education
 2. Celeste Leone - Guidance Counselor
 3. Parent Representative
 4. The Child's Parent(s) or Person(s) in Parental Relationship to the Child
 5. The Child's Regular Education Teacher
 6. The Child's Special Education Teacher or Related Service Provider
 7. A representative from the Municipality
 8. A representative from Early Intervention who is responsible for the child
 9. Other persons having knowledge or special expertise regarding the student as deemed appropriate by the parent(s) or school district
- U. Subcommittee on Special Education
 1. Sandra Kaster, Special Education Teacher, Chairperson
 2. The Child's Parent(s) or Person(s) in Parental Relationship to the Child
 3. The Child's Regular Education Teacher
 4. The Child's Special Education Teacher or Related Service Provider
 5. School Psychologist (when a new psychological evaluation is reviewed or a change to a more intensive staff/student ratio is being considered)
 6. Other persons having knowledge or special expertise regarding the student as deemed appropriate by the parent(s) or school district
 7. The Student, if appropriate
- V. Impartial Hearing Officers

Approval of the list of Impartial Hearing Officers as certified by the Impartial Hearing Reporting System for Otsego County

Motion made by G. Murello, seconded by R. Holstead to approve other appointments T-V. Motion carried 5-0-0.

Designations

VII. DESIGNATIONS

- A. Official Banks
 1. Key Bank
 2. Wilber National Bank
 3. NBT Bank, N.A.
 4. J.P. Morgan
 5. Any other bank or trust company when bidding conditions warrant

Motion made by F. Nichols, seconded by T. Francisco to approve the above designations A. Motion carried 5-0-0.

- B. Regular Monthly Board of Education Meetings
 - 1. 7/28/10
 - 2. 8/18/10
 - 3. 9/15/10
 - 4. 10/20/10
 - 5. 11/17/10
 - 6. 12/15/10
 - 7. 1/19/11
 - 8. 2/16/11
 - 9. 3/16/11
 - 10. 4/13/11
 - 11. 5/03/11 - Budget Hearing
 - 12. 5/17/11 - Annual Meeting (Budget Vote)
 - 13. 5/18/11 - Regular Board Meeting
 - 14. 6/15/11

- C. Official Newspaper - The Daily Star, Oneonta, NY

Motion made by T. Francisco, seconded by R. Holstead to approve the above designations B-C. Motion carried 5-0-0.

Authorizations

VIII. AUTHORIZATIONS

- A. Certify Payrolls - Romona N. Wenck
- B. Certify attendance at Conferences/Workshops/Conventions/Attendance - Romona N. Wenck
- C. Designation of authorized signatures on payroll checks – Jane Kinne or Edward Wright or Romona N. Wenck
- D. Designation of authorized signatures on all other checks – Jane Kinne or Edward Wright and Romona N. Wenck
- E. Authorize the Supt. to transfer up to \$1000 within the General Fund Budget
- F. Superintendent to apply for Grants in Aid (State and Federal)

Motion made by F. Nichols, seconded by T. Francisco to approve the above authorizations A-F. Motion carried 5-0-0.

Bonding of Personnel

IX. BONDING OF PERSONNEL

- A. District Clerk (Sheryl Dugan)
- B. Deputy District Clerk (Romona N. Wenck)
- C. District Treasurer (Jane Kinne)
- D. District Tax Collector (Doris L. Schlee)
- E. Central Treasurer - Extra Curricular Activity Funds (Joanne Johnston)
- F. Deputy District Treasurer (Edward Wright)
- G. Superintendent (Romona N. Wenck)
- H. Internal Claims Auditor (Wanda R. Perry)

Motion made by G. Murello, seconded by T. Francisco to approve the above bonding A-H. Motion carried 5-0-0.

Other Items

X. OTHER ITEMS

- A. Adoption of Board of Education Policies
- B. Establish mileage reimbursement - \$.48
- C. Substitute Teacher Salary
 - 1. Certified - \$75.00 per diem
 - 2. Non-certified - \$65.00 per diem
- D. Substitute School Nurse (RN) Salary - \$80.00 per diem (LPN \$65.00 per diem)
- E. 2010-2011 Free and Reduced Price Policy

Motion made by T. Francisco, seconded by F. Nichols to approve the above other items A-E. Motion carried 5-0-0.

Adjournment

XI. ADJOURNMENT

Motion made by T. Francisco, seconded by F. Nichols to adjourn. Motion carried 5-0-0. The board adjourned, without further discussion, at 7:22 PM.

Respectfully submitted,

**Sheryl A. Dugan
District Clerk**