

APPROVED MINUTES
Laurens Central School
Board of Education
Reorganizational Meeting
Home Ec Room - 7:00 PM
July 1, 2009

Opening of Meeting

I. OPENING OF MEETING

A. Call to Order

The meeting was called to order at 7:15 PM by Superintendent R. Wenck

B. Adoption of Agenda

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

BOE Members

II. BOARD OF EDUCATION MEMBERS

A. Board of Education Member Oath of Office: Gerard Murello

Superintendent R. Wenck administered the Oath of Office to Board Member G. Murello

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
Members of the staff and community (see attached sign in
sheet)

Election of Officers

IV. ELECTION OF OFFICERS

A. President - Oath of Office

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

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

B. Vice President - Oath of Office

F. Nichols nominated R. Holstead as Vice President, seconded by T.
Francisco. 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
- B. Deputy District Clerk – Romona N. Wenck – Oath of Office
- C. Tax Collector - Doris Schlee - Oath of Office
- D. District Treasurer – Jane Kinne - Oath of Office
- E. Deputy Treasurer – Wendy Lichtman - Oath of Office
- F. Internal Claims Auditor - Wanda Perry - Oath of Office

- G. District Representative Officer on the Governing Board of the Catskill Area Schools Employee Benefit Plan – Romona N. Wenck
- H. District Representative Interim Designee on the Governing Board of the Catskill Area Schools Employee Benefit Plan – Jane Kinne

Motion made by T. Francisco, seconded by F. Nichols to appoint the above Officers. Motion carried 5-0.

President C. Struckle administered the Oath of Office to all of the above officers with the exception of Doris Schlee, Tax Collector, Wanda Perry, Internal Claims Auditor and Wendy Lichtman, Deputy Treasurer 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
- B. School Physician - School Based HealthZone-Dr. Kjolhede, MD & Theresa Turick-Gibson, NP
- C. Attorney – Ferrara, Fiorenza, Loarrison, Barrett & Reitz, PC and Hogan, Sarzynski, Lynch Surowka & DeWind LLP
- D. Records Access Officer - Sheryl Dugan
- E. Central Treasurer - Extra Curricular Activity Accounts - Joanne Johnston
- F. Faculty Advisor, Extracurricular – Romona N. Wenck
- G. Attendance Officer – Corena Martin
- H. Insurance Consultant - Tim Parsons
- I. District Auditor – TBD
- J. Internal Auditor – TBD
- K. Fire Safety Inspector - Pamela Zoll, ONC BOCES Safety Risk Management
- L. Investment Officers – Jane Kinne and Romona N. Wenck
- M. Records Management Officer – Sheryl Dugan
- N. Permanent Chairperson for District Meetings and Elections - Romona N. Wenck
- O. Asbestos Designee – Steve West
- P. Safety Coordinator – Steve West
- Q. Census Enumerator – Corena Martin
- R. Purchasing Agent - Romona N. Wenck
- 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
- 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 T. Francisco, seconded by F. Nichols to approve Other Appointments A-V. Motion carried 5-0.

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. Motion carried 5-0.

- B. Regular Monthly Board of Education Meetings
1. 7/15/09
 2. 8/19/09
 3. 9/16/09
 4. 10/21/09
 5. 11/18/09
 6. 12/16/09
 7. 1/20/10
 8. 2/24/10
 9. 3/17/10
 10. 4/14/10
 11. 5/04/10 – Budget Hearing
 12. 5/18/10 - Annual Meeting (Budget Vote)
 13. 5/19/10 - Regular Board Meeting
 14. 6/16/10

Motion made by T. Francisco, seconded by R. Holstead to approve the above monthly Board of Education meetings. Motion carried 5-0.

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

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

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 Wendy Lichtman or Romona N. Wenck
- D. Designation of authorized signatures on all other checks – Jane Kinne or Wendy Lichtman and Romona N. Wenck
- E. Authorize the Superintendent to transfer up to \$1,000 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.

Bonding

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 (Wendy Lichtman)
- G. Superintendent (Romona N. Wenck)
- H. Internal Claims Auditor (Wanda R. Perry)

Motion made by R. Holstead, seconded by T. Francisco to approve the above bonding of personnel A-H. Motion carried 5-0.

Other Items

X. OTHER ITEMS

- A. Adoption of Board of Education Policies
- B. Establish mileage reimbursement - \$.48
- C. Substitute Teacher Salary
 - 1. Certified - \$65.00 per diem
 - 2. Non-certified - \$60.00 per diem
- D. Substitute School Nurse Salary - \$65.00 per diem
- E. Non-resident Tuition:
 - 1. K-6 - \$1853 per year
 - 2. 7-12 - \$2469 per year
- F. 2009-2010 Free and Reduced Price Policy

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

Adjournment

XI. ADJOURNMENT

Motion made by R. Holstead seconded by T. Francisco to adjourn. Motion carried 5-0.

The Board adjourned, without further discussion, at 7:29 PM.

Respectfully submitted,

**Sheryl A. Dugan
District Clerk**