

DATE: July 10, 2007
WHERE HELD: District Office

KIND OF MEETING: Ann.Reorganization
PRESIDING OFFICER: Jacqueline St. Onge

MARGINAL
NOTATION

MEMBERS PRESENT:

**John Blowers
Nancy Della Pia
Elizabeth Herkenham
Tim Kelliher
Joe Pericone
Michael Wolf**

MEMBERS ABSENT:

Robert Speck

OTHERS PRESENT

Rick Evans, Christy Multer, Jackie St. Onge

The meeting was called to order by the Clerk of the Board Jacqueline St. Onge at 7:30 P.M.

Clerk of the Board Jackie St. Onge administered the Oath of Allegiance to re-elected Board Members John Blowers, Timothy Kelliher and Joseph Pericone.

Clerk of the Board Jackie St. Onge appointed Elizabeth Herkenham as temporary chairman.

Temporary Chairman Elizabeth Herkenham requested nominations for position of President. Michael Wolf was nominated by Tim Kelliher. Nomination was seconded by John Blowers. No further nominations were received. Mr. Wolf was elected President by a vote of 6-0.

Tim Kelliher nominated Nancy Della Pia as Vice-President of the Board, seconded by John Blowers. No further nominations were received. Nancy Della Pia was elected Vice-President by a vote of 6-0. Mr. Wolf assumed chairmanship of the meeting and presided with the following business:

Mr. Kelliher moved and Ms. Della Pia seconded the appointment of officers of the Board of Education for 2007-2008 as follows:

- Jacqueline St. Onge as Clerk of the Board;
- Dina Johnson as Deputy Clerk of the Board;
- Theresa Barclay as District Treasurer;
- Dina Johnson as Deputy Treasurer; and
- Carol Puglisi as Tax Collector.

Mrs. St. Onge and Mrs. Johnson receive no added compensation. Mrs. Barclay and Mrs. Puglisi are paid at their overtime rate for actual time spent at these duties beyond their regular hours.

Motion carried 6-0.

Ms. Della Pia moved and Mr. Pericone seconded the appointments of the following:

- Stephen Sipperly as School Medical Officer at a rate of \$16,000;
- Robert E. Van Vranken as School Attorney at an annual salary of \$55,000 plus two person health insurance benefits;
- Richard Hewlett as Attendance Officer (Mr. Hewlett will serve as Attendance Officer as part of his regular job without added compensation);
- Theresa Barclay as Central Treasurer;
- Dina Johnson as Auditor for extra class activity funds (no added compensation is required).

- Members of the Board of Registration for the school district for the 2007-08 school year were appointed as follows: Louise Doriguzzi, William Gallup, Mary Gallup, Janet Clark, Cecile Williamson, Karen Markert, Patricia Marr, Connie Ottaviano, Louise Peterson, Carmel Lavergne, Kathleen Schwinghammer, Myrtle D. South, Phillip Peterson, Patricia Youmans, Phyllis Brandt, Shirley Zimmerman, Ruth Lentine, Susan Schwartz, Thomas Quinn.
- It is recommended that Lisa Grasso be appointed as Internal Auditor to be paid at her regular hourly rate.
- It is recommended that the firm of Dorfman-Robbie CPAs PC be appointed as external auditors for the 2007-2008 school year.

Motion carried 6-0.

Mr. Kelliher moved and Ms. Herkenham seconded that the following institutions or individuals be designated to perform specific functions as required by law:

- It is recommended that Jim Schultz, Superintendent of Schools be designated as representative to make application for and receive federal funds on behalf of the school district and that Assurances of Compliance for Title VI of the Civil Rights Act.
- It is recommended that Amy Baluch, Human Resources Director be designated as the official to assure compliance with Title IX of the Education Amendments of 1972 and as privacy official under the Health Insurance Portability and Accountability Act (HIPAA).
- It is recommended that Sharon McTygue, Special Services Director be appointed as district representative under Section 504 of the Rehabilitation Act of 1973.
- It is recommended that Jacqueline St. Onge, Assistant Superintendent for Support Services be designated as Records Access Officer under the Freedom of Information Law (FOIL).
- It is recommended that Jim Schultz, Superintendent of Schools, or his designee, be authorized to act as hearing officer in any hearing of charges against a Civil Service employee under the provisions of Paragraph 3, Section 75 of the New York State Civil Service Law, as amended.
- It is recommended that Jacqueline St. Onge, Assistant Superintendent for Support Services, and Dina Johnson, Business Administrator be appointed as purchasing agents in accordance with Section 170.2 (b) of Commissioner's Regulations.
- It is recommended that David Martin, District Supervisor of Custodians be appointed as the district's Designated Person to monitor asbestos activities and ensure compliance with rules established in federal AHERA legislation.
- It is recommended that Jim Schultz, Superintendent of Schools be appointed as the district's Designated Person to verify payrolls in compliance with Section 170.2(b) of Commissioner's Regulations.
- It is recommended that Jim Schultz, Superintendent of Schools, be authorized to approve budget appropriation transfers during the year as permitted by Section 170.2 of Commissioner's Regulations.
- It is recommended that the Bank of America be designated as the district depository for the General Fund and Trust and Agency Funds. It is further recommended that the Ballston Spa National Bank be designated as the district depository for the Extra Classroom Activity Fund and School Lunch Funds and the JP Morgan Chase Bank, New York, as the depository for Capital, Debt Service, Insurance Reserve, Special Aid and Trust and Agency Funds, not a subsidiary portion of the General Fund.
- It is recommended that the following financial institutions be authorized by the Board in compliance with the guidelines of Policy 3230 (Investment of Surplus Cash) as institutions through which surplus District funds may be invested.
 - a) JP Morgan Chase Bank, Inc., Albany, NY
 - b) Merrill, Lynch, Pierce, Fenner and Smith, Inc., Jericho, NY
 - c) Paine, Webber, Jackson and Curtis, Inc., Melville, NY
 - d) Prudential Bache Securities, Inc., Massapequa Park, NY
 - e) Ballston Spa National Bank, Burnt Hills, NY
 - f) First National Bank of Scotia, NY
 - g) Cooperative Liquid Assets Securities System (CLASS)
 - h) Morgan Stanley, Boston, Mass.
 - i) Bank of America Investments, Albany, NY
- It is recommended that the *Daily Gazette* be designated as the official newspaper of the district for the publication of required legal notices.
- It is recommended that approved business mileage be reimbursed for the 2007-2008 school year at the IRS rate.

Motion carried 6-0.

Mr. Herkenham moved and Ms. Della Pia seconded the adoption of By-Laws, Policies, and Administrative Regulations in effect at the close of the 2007-2008 school year.

Motion carried 6-0.

Mr. Herkenham moved and Ms. Della Pia seconded a motion to adjourn. The Reorganization Meeting was adjourned at 7:45 P.M.

Respectfully submitted

Jacqueline St. Onge
Clerk of the Board