

MINUTES OF RE-ORGANIZATIONAL
MEETING OF THE BOARD OF EDUCATION
OF THE LANSINGBURGH CENTRAL SCHOOL
DISTRICT AT TROY, HELD AT THE LIBRARY
MEDIA CENTER ON TUESDAY, JULY 15, 2008

The meeting was called to order by Mrs. McHugh at 7:30 PM

- I. ROLL CALL: S. Farrell, K. Gamble, B. Lance, A. Macey, H. McGrath,
N. McHugh, J. O'Malley, M. Sweeney

ABSENT: P.J. Higgitt

Others Present: T. Broderick, D. Carroll, G. Goodwin, L. Kyer,
K. Oboyski-Butler

Guests: 1

II. ACTION ITEMS:

The President of the Board of Education continued to act as such until a new President was Elected, called the meeting to order at 7:30 p.m.

The District Clerk administered the Oath of Office to all Board Members and the Superintendent of Schools.

The District Clerk asked for nominations from the Board for the OFFICE of PRESIDENT.

A nomination was made by Mrs. O'Malley and seconded by Mr. Macey to nominate Mrs. McHugh for the OFFICE OF PRESIDENT of the Board.

The District Clerk asked for additional nominations for the Office of President.

There were no further nominations for the office of president.

The District Clerk asked for a motion to close the nominations.

A motion was made by Mrs. McGrath and seconded by Mrs. Sweeney that the NOMINATIONS for the OFFICE of PRESIDENT be closed.

8 Ayes Motion Carried

The District Clerk distributed paper ballot sheets. After a few minutes, the District Clerk collected, verified that each sheet was signed and tallied the ballot sheets.

Nancy McHugh 8 Votes

The President of the Board of Education continued to act as such and asked for a motion to accept the results.

A motion was made by Mr. Macey and seconded by Mrs. Sweeney that Mrs. McHugh be ELECTED to the OFFICE of PRESIDENT.

8 Ayes Motion Carried

The President of the Board asked for nominations for the Office of Vice-President.

A nomination was made by Mrs. O'Malley and seconded by Mr. Macey to nominate Mrs. Sweeney for OFFICE of VICE PRESIDENT.

The District Clerk asked for additional nominations for the Office of Vice-President.

There were none.

There being no further nominations for the Office of Vice-President, the District Clerk asked for motion to close the nominations for Vice-President.

A motion was made by Mrs. O'Malley and seconded by Mrs. Farrell that the NOMINATIONS for the OFFICE of VICE PRESIDENT be CLOSED.

8 Ayes Motion Carried

The District Clerk distributed paper ballot sheets. After a few minutes, the District Clerk collected, verified that each sheet was signed and tallied the ballot sheets.

Mary Sweeney 8 Votes

A motion was made by Mrs. O'Malley and seconded by Mr. Macey that Mrs. Sweeney be ELECTED to the OFFICE of VICE-PRESIDENT.

8 Ayes Motion Carried

A motion was made by Mrs. Sweeney and seconded by Mr. Macey that Mrs. Theresa Broderick be Appointed as District Clerk for the 2008-09 school year.

8 Ayes Motion Carried

A motion was made by Mrs. McGrath and seconded by Mrs. O'Malley that Mrs. Mary Anne Lynick be Appointed as Deputy District Clerk for the 2008-09 school year.

8 Ayes Motion Carried

A motion was made by Mrs. Sweeney and seconded by Mrs. O'Malley that Mr. Daniel Carroll be Appointed as District Treasurer for the 2008-09 school year.

8 Ayes Motion Carried

A motion was made by Mrs. McGrath and seconded by Mr. Macey that Mrs. Jane Luskin be Appointed as Deputy District Treasurer for the 2008-09 school year.

8 Ayes Motion Carried

A motion was made by Mrs. Lance and seconded by Mrs. Farrell that Mrs. Jane Luskin be Appointed as District Tax Collector for the 2008-09 school year.

8 Ayes Motion Carried

A motion was made by Mrs. McGrath and seconded Mrs. Sweeney that Mrs. Deborah McCormick be Appointed as Purchasing Agent for the 2008-09 school year.

8 Ayes Motion Carried

A motion was made by Mrs. O'Malley and seconded by Mrs. Sweeney that the Board President administered the oath of office to the newly appointed District Clerk.

8 Ayes Motion Carried

A motion was made by Mrs. O'Malley and seconded by Mrs. Sweeney that the District Clerk administered the oath of office to all newly elected and appointed officers (President and Vice-President of the Board, District Tax Collector, Deputy District Clerk, Treasurer, Deputy Treasurer, Purchasing Agent.)

8 Ayes Motion Carried

A motion was made by Mr. Macey and seconded by Mrs. Sweeney that Mr. Jaime Thomas of Schiller & Knapp, LLP, be Appointed as School Attorney for the 2008-09 school year with compensation at the rate of \$105 per hour for a Partner, \$90 per hour for an Associate and \$50 per hour for a Paralegal.

8 Ayes Motion Carried

A motion was made by Mrs. McGrath and seconded by Mrs. O'Malley that Mr. Robert Schofield, of Whiteman, Osterman and Hanna, be Appointed as School Attorney for Personnel Matters for the 2008-09 school year with compensation at the rate of \$16,000 per year payable in four quarterly installments, plus an hourly fee of \$185 for work beyond the basic retainer.

8 Ayes Motion Carried

A motion was made by Mrs. Lance and seconded by Mrs. Gamble that Mr. William Z. Bayba, CFP, CPA, be Reappointed as Internal Claims Auditor for the 2008-2009 school year at the rate of \$26.00 per hour.

8 Ayes Motion Carried

A motion was made by Mrs. Farrell and seconded by Mrs. Sweeney that Dorfman Robbie be Reappointed as Internal Auditor for the 2008-2009 school year at the cost of \$15,800.00.

8 Ayes Motion Carried

A motion was made by Mrs. Sweeney and seconded by Mrs. McGrath that Wilson, Stark and Basila be Reappointed as External Auditor for the 2008-2009 school year at the cost of \$12,410.00.

8 Ayes Motion Carried

A motion was made by Mrs. O'Malley and seconded by Ms. Lance that the President of the Board of Education or Superintendent extend the contract with Kinney & Associates for Medicaid Services for the 2008-2009 school year at the rate of \$7,344.00 and that the Superintendent file a copy of the signed contract with the Clerk to the Board.

8 Ayes Motion Carried

A motion was made by Mr. Macey and seconded by Mrs. Gamble that the Record Newspaper and the Times Union be Approved as the official newspapers for the School District for the 2008-2009 school year.

8 Ayes Motion Carried

A motion was made by Mrs. Lance and seconded by Mrs. Farrell that the Treasurer or Deputy Treasurer be Authorized to transfer the necessary monies each month from the General Fund to the Special Payroll Account to cover the cost of the payroll for the particular month.

8 Ayes Motion Carried

A motion was made by Mrs. Lance and seconded by Mrs. McGrath that HSBC bank be designated as the Official Depository for all funds of the School District, and that the District Treasurer's or Deputy Treasurer's and Business Administrator's signature be required on all checks drawn on any of the District's accounts, and that HSBC Bank be designated as the official lockbox depository for School District tax collection during the 2008-09 school year, and that the following banks be approved as depositories for investments: J. P. Morgan Chase Bank, Key Bank, Citizens Bank, M & T Bank, Bank of America, HSBC Bank and First Niagara.

8 Ayes Motion Carried

A motion was made by Mrs. Sweeney and seconded Mrs. Gamble that the Business Administrator or Superintendent be Authorized to Certify Payrolls.

8Ayes Motion Carried

A motion was made by Mrs. Sweeney and seconded by Mrs. Farrell that Capital Healthcare Associates, P.C. be approved to provide Physician and Assistant Physician Services for the 2008-09 school year, with a 3.7% increase for a fee of \$46,625.18.

8 Ayes Motion Carried

A motion was made by Mrs. McGrath and seconded by Mrs. O'Malley that the Last Tuesday of each month be designated as the Regular Monthly Meeting night of the Board of Education at 7:30 P.M. All other exceptions will be publicized by the District Clerk as required by law and/or by the Board of Education by-laws.

8 Ayes Motion Carried

A motion was made by Mrs. Sweeney and seconded by Mrs. O'Malley that Ms. Lisa Kyer and Mr. George J. Goodwin be designated to sign reports for the Rensselaer County Civil Service Commission.

8 Ayes Motion Carried

A motion was made by Mrs. Farrell and seconded by Mrs. Gamble that the Business Administrator or Purchasing Agent be authorized to conduct bid openings and that the School District Clerk be authorized to conduct bid openings in his/her absence.

8 Ayes Motion Carried

A motion was made by Mrs. Sweeney and seconded by Mrs. O'Malley that Mr. Robert Schongar be Appointed as Asbestos (LEA) Designee according to AHERA, Public Law 99-519, for the 2008-09 school year.

8 Ayes Motion Carried

A motion was made by Mrs. O'Malley and seconded by Mrs. Sweeney that the following salary scale for Substitute Teachers be Approved for the 2008-09 school year.

Uncertified Teachers	\$100/day
Certified Teachers	\$120/day
Retired Teachers	\$125/day
Long Term Substitutes	after 10 consecutive days of service for the same teacher, the rate will increase to 1/200 th of base salary as per L.T.A. Contract = \$179.01

8 Ayes Motion Carried

A motion was made by Mr. Macey and seconded by Mrs. Farrell that the hourly pay rate for STEP workers and summer workers be Approved for the 2008-09 school year

Step I	\$7.50/hr.
Step II	\$7.75/hr.
Step III	\$8.00/hr.

8 Ayes Motion Carried

A motion was made by Mrs. Sweeney and seconded by Mrs. Lance that the District Clerk be appointed as Records Access Officer for the 2008-09 school year.

8 Ayes Motion Carried

A motion was made by Mrs. McGrath and seconded by Mrs. O'Malley that the District Clerk be appointed as Records Management Officer for the 2008-09 school year.

8 Ayes Motion Carried

A motion was made by Mrs. Sweeney and seconded by Mrs. Gamble that Ms. Lisa Kyer be appointed as Chemical Hygiene Officer for the 2008-2009 school year.

8 Ayes Motion Carried

A motion was made by Mrs. Sweeney and seconded by Mrs. Gamble that the District Approve the IRS Mileage Rate as the Federally approved Rate of Reimbursement for the District.

8 Ayes Motion Carried

A motion was made by Mrs. Sweeney and seconded by Mrs. Lance that Ms. Lisa Kyer be appointed Emergency Management Plan Coordinator for the 2008-09 school year, and

That Mr. Robert Schongar be Appointed as an Alternate in the absence of Ms. Kyer.

8 Ayes Motion Carried

A motion was made by Mrs. McGrath and seconded by Mrs. Farrell that Ms. Katherine Oboyski-Butler, Assistant Superintendent of Schools, be Appointed as Title IX Hearing Officer for the 2008-09 school year.

8 Ayes Motion Carried

A motion was made by Mrs. Sweeney and seconded by Mrs. O'Malley that Ms. Barbara Sperling, Director of Pupil Personnel Services, be Appointed as Section 504 Compliance Officer for the 2008-09 school year.

8 Ayes Motion Carried

A motion was made by Mrs. Sweeney and seconded by Mr. Macey that the President of this Board of Education shall be and is hereby empowered and directed to authorize the issuance and to issue bond anticipation notes, tax anticipation notes, and revenue anticipation notes at such times and under such circumstances as he or she deems proper and advisable; and to prescribe the terms, form and contents thereof, to execute the same in the name and on behalf of the School District and to sell at private sale and deliver the same; and in full faith and credit of the Lansingburgh Central School District at Troy, Rensselaer County, New York, are hereby pledged to the punctual payment of the principal of an interest on all notes issued pursuant hereto by the President of the Board of Education; all in pursuance to and consistent with the provisions of the Local Finance Law of the State of New York; provided however, that the President shall not issue any note in a principal amount exceeding \$4,000,000 nor bearing a rate of interest in excess of that permitted by law at the time said note is issued.

8 Ayes Motion Carried

A motion was made by Mr. Macey and seconded by Mrs. Sweeney that Ms. Lisa Kyer be Appointed as the Privacy Official for HIPAA.

8 Ayes Motion Carried

A motion was made by Mrs. Farrell and seconded by Mrs. Gamble that the Board President or Superintendent be authorized to extend the contract with the Rensselaer County Chapter, NYSARC for the 2008-2009 school year at the rate of \$46,350. to be paid in ten equal monthly installments.

8 Ayes Motion Carried

A motion was made by Mrs. Sweeney and seconded by Mrs. O'Malley that the Board of Education Approve payment of the Capital Area School Development Association Dues for the 2008-2009 school year at a 3% increase in the amount of \$1,530.

8 Ayes Motion Carried

IV. PERSONNEL INSTRUCTIONAL:

A motion was made by Mrs. Sweeney and seconded by Mrs. O'Malley that the resignation of Mr. Davis Chamberlain, Special Education Teacher at Lansingburgh High School, be accepted, with regret effective June 30, 2008.

8 Ayes Motion Carried

A motion was made by Mrs. McGrath and seconded by Mrs. Lance that the resignation of Ms. Lauren Liesman, Spanish Teacher at Lansingburgh High School, be accepted, with regret, effective August 31, 2008.

8 Ayes Motion Carried

A motion was made by Mr. Macey and seconded by Mrs. Sweeney that the resignation of Ms. Victoria Hargis, Teaching Assistant at Turnpike Elementary School, be accepted, with regret, effective June 30, 2008.

8 Ayes Motion Carried

A motion was made by Mrs. McGrath and seconded by Mrs. O'Malley that Mr. Peter Allen be Appointed on an emergency conditional basis pending clearance by New York State and the Federal Government per the Project SAVE Law, as Elementary Special Education Teacher at Rensselaer Park Elementary School, as set forth below:

Commencement of Probationary Service – September 1, 2008	
Expiration of Probationary Service – August 31, 2011	
Certification Status – Students with Disabilities 1-6 (initial)	
Salary – Step 2	\$36,392
Graduate Credits – 6	222
Differential	<u>500</u>
	\$37,114

8 Ayes Motion Carried

A motion was made by Mrs. O'Malley and seconded by Mrs. Lance that Ms. Kimberly Ravena be Appointed as an Elementary Teacher, at Rensselaer Park Elementary School, as set forth below:

Commencement of Probationary Services – September 1, 2008	
Expiration of Probationary Service – August 31, 2010	
Certification Status – N, K-6 – (Permanent)	
Salary – Step 18	\$52,256
Graduate Credits – 36	1,332
Master's Degree	<u>450</u>
	\$54,038

8 Ayes Motion Carried

A motion was made by Mr. Macey and seconded by Mrs. Farrell that Ms. Danielle Rinaldi be Appointed as English 7-12 Teacher at Lansingburgh High School, with reimbursement according to the L.T.A. Contract as set forth below:

Commencement of Probationary Service – September 1, 2008	
Expiration of Probationary Service – August 31, 2011	
Certification Status – English 7-12 (Initial)	
Salary – Step 2	\$36,392
Masters	450
Graduate Credits – 45	<u>1,665</u>
	\$38,507

8 Ayes Motion Carried

A motion was made by Mrs. Sweeney and seconded by Mrs. Lance that Ms. Christine Saxe be Appointed, on an emergency conditional basis pending clearance by New York State and the Federal Government per the Project SAVE Law, as Kindergarten Teacher at Turnpike Elementary School, as set forth below:

Commencement of Probationary Service – September 1, 2008	
Expiration of Probationary Service – August 31, 2011	
Certification Status – N-6 – (Permanent)	
Salary – Step 3	\$37,146
Masters	450
Graduate Credits – 30	<u>1,110</u>
	\$38,706

8 Ayes Motion Carried

A motion was made by Mrs. Sweeney and seconded by Mrs. O'Malley that Ms. Janelle Lyons be Approved as Grade 5-6 Transition Teacher depending on the number of students that enroll, and be appointed on an emergency conditional basis where applicable, pending clearance by New York State and the Federal Government per the Project SAVE Law, for the 2008 Summer School Session, with compensation according to the L.T.A. Contract.

8 Ayes Motion Carried

A motion was made by Mrs. Sweeney and seconded by Mr. Macey that Ms. Robin Evers be Approved as Grade 9 English Teacher depending on the number of students that enroll, and be appointed on an emergency conditional basis where applicable, pending clearance by New York State and the Federal Government per the Project SAVE Law, for the 2008 Summer School Session, with compensation according to the L.T.A. Contract.

8 Ayes Motion Carried

A motion was made by Mrs. McGrath and seconded by Mrs. Gamble that the following Summer School Substitute Teachers be appointed for the 2008 Summer School Session:

Ms. Michelle McGivern
Mr. Doug Kimbler

8 Ayes Motion Carried

A motion was made by Mrs. Sweeney and seconded by Mrs. Lance that Ms. Sarah Vickery be Appointed as Maintenance Website Coordinator, with a stipend of \$5,000 funded by a grant.

8 Ayes Motion Carried

A motion was made by Mrs. McGrath and seconded by Mrs. Farrell that Ms. Shamika Pompey be appointed as Varsity Football Cheerleading Advisor for school year 2008-2009 with reimbursement according to the L.T.A. Contract.

8 Ayes Motion Carried

A motion was made by Mrs. O'Malley and seconded by Mrs. Farrell that the following listed below be Approved for the Instructional Materials Committee:

Kelly Alexander	Teacher & Curriculum Specialist
Linda Crucetti	Teacher & Curriculum Specialist
C. Fredrick Erickson	Administrator
Debbie Faraci	Parent Representative
Kerri Messler	Instructional Coordinator
Katherine Oboyski-Butler	Assistant Supt./Committee Chairperson
Vicki Rovito	Teacher
Peggy Ryan	Teacher
Sandra Ryan	Teacher
Barbara Smollin	Parent Representative
Dawne Steenrod	Administrator
Penny Tobias	Parent Representative
Sarah Vickery	Library Media Specialist
James Wager	Instructional Coordinator

8 Ayes Motion Carried

IV. PERSONNEL NON-INSTRUCTIONAL:

A motion was made by Mr. Macey and seconded by Mrs. Sweeney that the following Non-Instructional Substitutes be reappointed and/or approved for the 2008-2009 school year:

Ryan Dooley	Sub-Custodian
Mary Anne Lynick	Sub-Typist
Matthew Lynick	Sub-Custodian
Jarita Ray	Sub-Custodian, Noon Aide, Breakfast Aide

VI. ACTION ITEMS:

A motion was made by Mrs. Sweeney and seconded by Mr. Macey that the President of the Board of Education be authorized to adjust the salaries for the positions listed on the attached as discussed at the Board Meeting Executive Session that was held on June 17, 2008.

8 Ayes Motion Carried

A motion was made by Mrs. McGrath and seconded by Mrs. Lance that the President of the Board Appoint Board Members to the School-Community Relations Committee, Policy Committee, Audit Committee, Grievance Committee, and Curriculum Committee to serve during the 2008-2009 school year.

8 Ayes Motion Carried

A motion was made by Mrs. Sweeney and seconded by Mrs. O'Malley that the President of the Board appoint a Board Member as a liaison to the Education Foundation for school year 2008-2009.

8 Ayes Motion Carried

A Motion was made by Mrs. Lance and seconded by Mrs. Sweeney that the Board of Education Approve the Annual Membership Dues for school year 2008-2009 to the Capital District School Board Association in the amount of \$100.00.

8 Ayes Motion Carried

A motion was made by Mrs. Lance and seconded by Mrs. Farrell that the seven bids received and opened on June 18, 2008 for Cleaning Supplies for the 2008-2009 school year, be awarded to E.A. Morse in the amount of \$62,908.29.

8 Ayes Motion Carried

A motion was made by Mrs. McGrath and seconded by Mrs. Farrell that the Board of Education authorize transportation of students within the 1.5 mile limitation, that reside in a Child Safety Zone as defined by Education Law 3635-b and that the Board of Education will conduct an evaluation of said Child Safety Zone areas as defined by DOT Regulations of the Commissioner Part 191. Upon finding a Child Safety Zone exists, no transportation may be implemented without consent of the voters.

8 Ayes Motion Carried

VII. SUPERINTENDENT'S REPORT:

We will be hiring a consultant for the Child Safety Zone survey. I will have a recommendation to you next week.

Mrs. McHugh asked what will the consultant do? The consultant will survey the area in question, present his findings to us.

Mrs. McGrath asked what chances that this person's recommendation will be of value? This is what he does. He knows what to look for.

I received a letter from Mrs. Mary McDaniel requesting a written letter from the Board of Education regarding donation of materials upon her retirement to the district. It is an extensive list from over the years. My recommendation is to send a letter to her stating that we are not in a position to verify her list of materials that she purchased over the years as a teacher.

Staffing update:

We have 1 English Teacher at the high school to hire, 2 special education teachers at the high school to hire, one resulting from Mr. Chamberlain's resignation. It is very difficult to find a high school certified special education teacher. With the new special education certification areas from State Ed., the candidates are just not there.

We have interviewed for the social worker position. We interviewed 2 finalists and a third will be interviewed. I want to offer the position to one of the candidates, but there is a certification issue.

We have one teaching assistant vacancy to fill at the high school due to Mrs. Boyko's passing.

We have one Spanish vacancy due to the resignation of Ms. Lauren Liesman. I have offered a candidate the position and am waiting to hear from her.

We received a letter on Friday, July 11, from Cara Talmadge resigning from her Biology position, so we have a Biology vacancy to fill at the high school.

At Knickerbacker we have a social worker position and a home and careers position. At Rensselaer Park we have a part-time special education teacher position to fill. Turnpike has two teaching assistant positions to be filled. Upon reviewing all of our teaching assistant positions, it was determined that these positions would be needed.

We also have Mr. Hamilton's military leave and several anticipated family leaves to fill.

Capital Improvement Project:

There is some water damage at Turnpike and Rensselaer Park from the roofing construction. We are on schedule with all of the construction projects. There will be some change orders. For instance, the windows that are being put into the restrooms in the classrooms, do not open and there isn't any ventilation in the bathrooms. Dan Broderick brought it to our attention. The parking lot is not draining properly; according to Pike but it was built to specifications.

A question was asked about the traffic flow and signage for the parking lot.

There will be a Knightline that will go out sometime within the next week. This one will be on our graduates and award winners. We will be doing a second Knightline with the survey closer to the start of school.

We will be having a Board workshop on Tuesday. Matt Monaghan will be there. Think about items for the Board Retreat. We can also address Board goals.

I have 2 executive session items. One employment status of one individual and 1 litigation item.

Mrs. McHugh asked that before they go into executive session, could they have an update on the track.

Mr. Goodwin said that he has a meeting with Copeland this Friday. The track warrantee is very vague. It is under warrantee until April 2009. The Board would like to have Mr. Copeland come to a Board meeting to address the issues of the track.

Mrs. McHugh asked for a motion to go into Executive Session.

A motion was made by Mr. Macey and seconded by Mrs. Farrell to go into Executive Session.

8 Ayes Motion Carried

The Board went into Executive Session at 8:55 P.M.

A motion was made by Mrs. McGrath and seconded by Mrs. O'Malley that the Board end their Executive Session

8 Ayes Motion Carried

The Board came out of Executive Session at 9:14 P.M.

ADJOURNMENT: There being no further business to come before the Board, Mrs. McHugh asked for a motion to adjourn. A motion was made by Mrs. Farrell and seconded by Mrs. Sweeney that the meeting be adjourned.

8 Ayes Motion Carried

The meeting was adjourned at 9:16 P.M.

District Clerk to the Board of Education