

Minutes – Organizational Meeting – New Paltz Board of Education – District Office Conference Room
July 11, 2012 – 7:00 PM

CALL MEETING TO ORDER

CALL TO ORDER

Meeting was called to order at 7:01 PM by Elena Maskell, District Clerk.

BOARD MEMBERS PRESENT: Stephen Bagley
Brian Cournoyer
Ruth Quinn
Patrick Rausch

QUORUM CHECK

EXCUSED Dominick Profaci
Edgar Rodriguez

ALSO PRESENT: Roderick Dressel, Jr.
Maria Rice, Superintendent of Schools
Richard Linden, Assistant Superintendent for Business
Elena Maskell, District Clerk
Members of the Public and Press

ROLL CALL The roll was called as reflected above.

ROLL CALL

PLEDGE TO THE FLAG

PLEDGE

AGENDA CHANGES

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ADD Under Item 4(j) Board Appointments the following name as an Election Inspector: Rebecca Copenhaver

DELETE the following Board Appointments Under Item 4(j):
Deputy Claims Auditor Jennifer Chase
Claims Auditor Susan Popieluszko (effective 7/1/12 – 7/31/12)

CHANGE the following Board Appointments Under Item 4(j):
Deputy Treasurer Tina Long

ADD the following Board Appointment Under Item 4(j):
Deputy Claims Auditor Susan Popieluszko (effective 7/1/12 – 8/15/12)

ADD Under Item 7(a) Rates of Pay for Substitutes and Other Personnel the following:
Other
\$200 per day for Certified Substitute School Counselor

4. BOARD OF EDUCATION ORGANIZATIONAL MATTERS

a.) *Administration of Oath to New Board Members*

The District Clerk administered the oath to the newly elected members of the Board of Education:

- Brian Cournoyer
- Ruth Quinn

b.) Mr. Rausch made a motion for the Board of Education to appoint Roderick Dressel, Jr. to the Board of Education in order to fulfill the term vacated by Robert Rich’s resignation effective June 28, 2012. Motion seconded by Mr. Bagley. All were in favor with none opposed. Motion carried 4-0.

c.) The District Clerk administered the oath to the newly appointed Board of Education member Roderick Dressel, Jr.

d.) *Election of President (Ed. Law 1701, 2504, 2563)*

The District Clerk called for nominations from the Board members for the office of President of the New Paltz Central School District Board of Education for the fiscal 2012-2013 school year. Voting was by verbal public vote. Mr. Bagley nominated Mr. Rausch. There were no other nominations. All were in favor with none opposed. Motion carried 5-0.

e.) *Administration of Oath to New Board President (Ed. Law 1701, 2504, 2563)*

The District Clerk administered the Oath of Office to the newly elected Board President, Patrick Rausch.

f.) *Election of Vice President (Ed. Law 1701, 2504, 2563)*

The newly elected Board President asked for nominations for the office of Vice President of the New Paltz Central School District Board of Education for the fiscal 2012-2013 school year. Voting was by verbal public vote. Mr. Bagley nominated Roderick Dressel, Jr. There were no other nominations. All were in favor with none opposed. Motion carried 5-0.

g.) *Administration of Oath to New Board Vice President (Ed. Law 1701, 2504, 2563)*

The District Clerk administered the Oath of Office to the newly elected Board Vice President, Roderick Dressel, Jr.

h.) *District Clerk (Ed. Law 2114, Commissioner's Regulations 1702)*

Motion made by Mr. Bagley and seconded by Mr. Cournoyer to approve the following: BE IT RESOLVED that the Board of Education appoint Elena Maskell as District Clerk for the 2012-2013 school year from July 11, 2012 through the Organizational Meeting of the Board of Education, July 2013. All were in favor with none opposed. Motion carried 5-0.

i.) *Administration of the Oath to Newly Appointed District Clerk*

The Board President administered the Oath of Office to the District Clerk.

Motion made by Mr. Bagley and seconded by Brian to approve Organizational Item 4(j) incorporating changes from the addendum:

j.) *Board Appointments*

BE IT RESOLVED, that the Board of Education appoint each of the individuals listed below to the designated Board appointments through the Organizational Meeting of the Board of Education, July 2013:

- District Treasurer - Carol Robinson
- Central Treasurer (Student Activities) – Deborah Long
- Deputy Treasurer - Tina Long
- Collector of Taxes – Star Shirk
- Claims Auditor – Ulster County BOCES
- Deputy Claims Auditor – Susan Popieluszko (effective 7/1/12 – 8/15/12)
- External Auditor – Cooper, Nieman & Co, LLP
- Internal Auditor – Raymond G. Preusser
- School and Labor Attorney – Shaw & Perelson, LLP
- School Physician – Mid-Hudson Family Health Institute
- Chief Election Inspector – Elena Maskell
- Chairperson of Annual Meeting and Election – Susan Popieluszko
- Election Inspectors – Jennifer Chase, Donna Fischer, Ann Paula Friedland, Marti Gallo, Melody Kajkowski, Kimberlee Kolasa, Ruth Lefever, Richard Linden, Shawn Long, Taylor Long, Tina Long, Melissa Marino, Denise Martino, Kathleen Mironchik, Linda Nemer, Shari Osborn, Frances Perconti, Anna Pettus, Susan Popieluszko, Sharon Randolph, Carol Robinson, Keri Robinson, Lauren Robinson, Mark Rosen, Ronald Rzepnicki, Wren Rzepnicki, Michael Shirk, Star Shirk, Beverly Sickler, Stephan Sickler, Alma Sloan, Ann Stickel, Paula Strang, Christine Sutton, Jennifer Sutton, Kathleen Tobin Flusser, Daniel Torres
- Custodian of Election Machines – Ray Miller
- Receiver of Bids – Star Shirk
- Receiver of Service of Process in the absence of the District Clerk – Superintendent's Secretary
- Equal Rights Officer – Director of Pupil Personnel Services
- Title IX Officers – Director of Pupil Personnel Services and High School Assistant Principal
- High School Dignity for All Coordinator –
- Middle School Dignity for All Coordinator – Middle School Assistant Principal
- Lenape Elementary School Dignity for All Coordinator – Lenape Social Worker
- Duzine Elementary School Dignity for All Coordinator – Duzine Social Worker
- Harassment Officers – Director of Pupil Personnel Services & High School Assistant Principal
- 504 Coordinators– Director of Pupil Personnel Services, Coordinator of Special Education Pre-K – 5, Coordinator of Special Education 6-12
- Purchasing Agent – Richard Linden
- ADA Compliance Officer – Stephen Callahan
- Records Management Officer – Richard Linden
- Records Access Officer – Elena Maskell
- Alternate Records Access Officer – Beverly Sickler
- Records Access Appeals Officer – Maria C. Rice
- District Residency Officer – Maria C. Rice
- Chemical Hygiene Officer – Michael O'Rourke
- Chemical Health & Safety Officers (Right to Know Officers) – Antonia Woody, Steve Callahan
- Asbestos Local Educational Agency (LEA) Designees – Antonia Woody, Steve Callahan

- OSHA Coordinator – Steve Callahan
- Supervisors of Attendance – Building Administrators

All were in favor with none opposed. Motion carried 5-0.

Motion made by Mr. Cournoyer and seconded by Ms. Quinn to approve the Organizational Item 4(k):

k.) *Board Designations*

Official Bank Depositories

BE IT RESOLVED, that the Board of Education designate the following banks as the School District's official bank depositories:

M & T Bank	J.P. Morgan Chase
Fleet Bank	Key Bank
Bank of New York	Citizen's Bank
Flexicash, Merrill Lynch	Cadre Financial Services
CLASS	NYLAF

Official Newspapers

BE IT RESOLVED, that the Board of Education adopt the newspapers listed below as the official newspapers of the New Paltz Central School District for fiscal year 2021-2013.

- New Paltz Times
- Daily Freeman

All were in favor with none opposed. Motion carried 5-0.

Motion made by Ms. Quinn and seconded by Mr. Bagley to approve the following resolution:

l.) *Indemnification under Section 18 Public Officer's Law*

BE IT RESOLVED, that the Board hereby adopts the provisions of Public Officers Law Section 18 for the defense and indemnification of School District officers and employees.

All were in favor with none opposed. Motion carried 5-0.

Motion made by Mr. Bagley and seconded by Ms. Quinn to approve the following resolution:

m.) *Adoption of Policies and Code of Ethics in Effect during Previous Fiscal Year (Section 806, Municipal Law)*

RESOLVED, that the Board of Education approve the adoption of the Board of Education policy manual as currently constituted.

All were in favor with none opposed. Motion carried 5-0.

Motion made by Ms. Quinn and seconded by Mr. Bagley to approve all of the resolutions under Organizational Item 5:

5. COMMITTEE DESIGNATIONS, APPOINTMENTS, AND PURPOSE

a.) *Committee on Special Education*

BE IT RESOLVED, that the Board of Education authorize the following membership

- Chairperson - Coordinators of Special Education
- Alternate Chairperson:
 - Director of Pupil Personnel Services
 - School Psychologists
 - Assistant Principals
- Psychologists
- Parent - Parent of the Child Being Considered for Special Education
- Special Education Teacher/Provider
- Child's Teacher - General Education Teacher
- Physician - School Physician as Requested
- Parent Member - Parent of a Resident Disabled Student

b.) *Committee on Pre-School Education*

BE IT RESOLVED, that the Board of Education authorize the following membership:

- Chairperson - Coordinator of Special Education, PK-5
- Alternate Chairperson:
 - Director of Pupil Personnel Services
 - School Psychologists
 - Coordinator of Special Education, 6-8
- County Administrator - County Administrative Representative
- General Education Teacher - Whenever student is participating in regular educational environment
- Special Education Teacher/Provider

- Parent - Parent of the Child Being Considered for Special Education
- Early Intervention Transition Coordinator (if student is transitioning from early intervention services to preschool special education services)
- Parent Member - Parent of a resident disabled student

c.) *Sub-Committee on Special Education*

- Chairperson - Coordinators of Special Education
- Alternate Chairperson
 - Director of Pupil Personnel Services
 - School Psychologists
- Child's Teacher - General Education Teacher
- Special Education Teacher/Provider
- Parent - Parent of the student being considered for special education

d.) *Parent Member List*

Kathy Ambrosini	Richard Heyl del Ortiz	Dafna Nidorf	Quentin Dixon
Alan Kraus	Diane Magnani	Janice Stryker	Gina Guarente
Stacy Maddelena	Leonard Cohen	Tina Koch	Milisa Burriss
Renee Brenner	Karen Scaduto	Deborah Copeland	Louise Donato
Kim Dinelle	Roberta Schwarz	Joanne Secky	Kim Adams
Rachel Doldorf	Janice Cyr	Margie Williamson	

e.) *Health Advisory Committee (HAC)*

BE IT RESOLVED that the Board of Education reauthorizes the continuation of the Health Advisory Committee (HAC) through the Organizational Meeting of July 2013.

f.) *Appointment/Confirmation of HAC Members*

Central Administrator, Co-Chair	Debora Banner	6/30/13
Central Administrator, Co-Chair	Jo-Anne Dobbins	6/30/14
Student	Danielle Watts	6/30/13
Student	Whitman Oeler-Marx	6/30/13
Teacher (HS)	TBA	6/30/14
Teacher (MS)	Trina Naclerio	6/30/13
Teacher (Lenape)	TBA	6/30/14
Teacher (Duzine)	TBA	6/30/14
Building Administrator	Richard Wiesenthal	6/30/13
Building Administrator	Jacqueline Sinatra	6/30/14
School Safety Personnel	Michael O'Rourke	6/30/13
School Safety Personnel	Sandra Hekking	6/30/14
School Safety Personnel	Jeffrey Salt	6/30/14
Board of Education	TBA	6/30/13
Parent	Juliet Coxum	6/30/13
Parent	Keri Zurlini	6/30/13
Community Safety Personnel	Andi Bartzak	6/30/13
Community Safety Personnel	Julie Tresco	6/30/14
State/County Agency	Stuart Robinson	6/30/14
Community	James O'Dowd	6/30/14
Community	Terence Ward	6/30/13
Private School	TBA	6/30/14
District Health Coordinator	Antonia Woody	Mandatory
Facilities & Operations	Stephen Callahan	Mandatory
Transportation	Maureen Ryan	Mandatory
Food Service	Michael Robinson	Mandatory
Police Department	Chief Joseph Snyder/Designee	Mandatory

g.) *Impartial Hearing Officers*

BE IT RESOLVED, that the Board of Education shall adopt the most recent rotational list of impartial hearing officers established by the State Education Department, including any updates made by the Department during the school year. The District shall utilize the most recent rotational list in making all impartial hearing officer appointments. The Board of Education hereby gives the President or Vice President of the Board the authority to formally appoint a hearing officer by

signing a letter of appointment. Compensation will be made the maximum hourly rate approved by the State Education Department pursuant to section 4404(1) of the Education Law.

h) Maximum Income Eligibility Limits for Property Tax Exemption for Senior Citizens Effective for the 2012-2013 School Year

WHEREAS, the Board of Education has heretofore adopted the provisions of Section 467 of the Real Property Tax Law, as amended, regarding the granting of a partial exemption from taxation for school district purposes of real property situated in the School District and owned by a person or persons 65 years of age or older; and

WHEREAS, the Board of Education has heretofore adopted the provisions of Section 459-c of the Real Property Tax Law, regarding the granting of a partial exemption from taxation for school district purposes of real property situated in the School District and owned by an eligible person with a disability;

WHEREAS, the Board desires to amend such previous resolution consistent with such laws;

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby establishes, effective for the 2012-2013 School Year, the maximum income eligibility limits for the partial real property tax exemption applicable to otherwise qualified taxpayers over the age of 65, regarding assessment rolls prepared on the basis of the taxable status date occurring on or after January 1, 2012, as follows:

Annual Income		Percent Exemption	
\$0	to	\$29,000.00	50%
\$29,000.01	to	\$29,999.99	45%
\$30,000	to	\$30,999.99	40%
\$31,000	to	\$31,999.99	35%
\$32,000	to	\$32,899.99	30%
\$32,900	to	\$33,799.99	25%
\$33,800	to	\$34,699.99	20%
\$34,700	to	\$35,599.99	15%
\$35,600	to	\$36,499.99	10%
\$36,500	to	\$37,399.99	5%

AND BE IT FURTHER RESOLVED, that the Board hereby provides that any individual, otherwise qualified pursuant to the provisions of Section 467 of the Real Property Tax Law, shall be entitled to such property tax exemption if he/she becomes 65 years of age after the appropriate status date and before December 31st of the same year.

AND BE IT FURTHER RESOLVED, that the Board hereby adopts the provisions of Section 459-c of the Real Property Tax Law and hereby establishes the maximum income eligibility limits for the partial real property tax exemption applicable to otherwise qualified property owners with disabilities regarding assessment rolls prepared on the basis of taxable status dates occurring on or after January 1, 2012, as follows:

Annual Income		Percent Exemption	
\$0	to	\$29,000.00	50%
\$29,000.01	to	\$29,999.99	45%
\$30,000	to	\$30,999.99	40%
\$31,000	to	\$31,999.99	35%
\$32,000	to	\$32,899.99	30%
\$32,900	to	\$33,799.99	25%
\$33,800	to	\$34,699.99	20%
\$34,700	to	\$35,599.99	15%
\$35,600	to	\$36,499.99	10%
\$36,500	to	\$37,399.99	5%

i) Request for Approval of Revenue Anticipation Note and/or Tax Anticipation Note

BE IT RESOLVED, by the Board of Education of the New Paltz Central School District, Ulster County, New York, as follows:

Section 1. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell, from time to time, revenue anticipation notes and/or tax anticipation notes of New Paltz Central School District, Ulster County, New York, including renewals thereof, in anticipation of the receipt of State aid and/or school taxes becoming due during any fiscal year of said School District, is hereby delegated to the President of the Board of Education, the chief fiscal officer or the Vice-President of the Board of Education in his/her absence. Such notes shall be of such terms, form and content and

shall be sold in such manner as may be determined by said President of the Board of Education or the Vice-President of the Board in his/her absence, pursuant to the Local Finance Law.

Section 2. This resolution shall take effect immediately.

All in favor with none opposed. Motion carried 5-0.

Motion made by Mr. Cournoyer and seconded by Ms. Quinn Bagley to approve all of the resolutions under Item 6:

6. AUTHORIZATIONS

a.) *Certification of Payrolls*

BE IT RESOLVED, that the Board of Education authorize the Superintendent of Schools or the Assistant Superintendent for Business to certify the official payrolls of all certified and classified personnel.

b.) *Authorization to Establish Petty Cash Funds*

BE IT RESOLVED, that the Board of Education approve the establishment of the following petty cash funds:

- School Food Service Program \$ 50.00
- Transportation \$100.00

c.) *Designation of Authorized Signatures on Checks*

BE IT RESOLVED, that the Board of Education approve the facsimile signature of the School District Treasurer or Deputy Treasurer to be the authorized signature to appear on checks drawn on the New Paltz Central School District account.

d.) *Mileage Allowance*

BE IT RESOLVED, that the Board of Education authorize remunerative allowance, as per Internal Revenue Service mileage rates, to staff members who use their personal vehicle for school business with authorization of the Superintendent of Schools or the Assistant Superintendents.

e.) *Transfer of Funds*

BE IT RESOLVED, that the Board of Education authorize the Superintendent of Schools to make budget transfers during the 2012-2013 fiscal year. Such authorization would include responsibility that the Superintendent of Schools make full disclosure of all transfers at the next regularly scheduled Board of Education meeting. All transfers will be made in accordance with Education Law and Board policy. The limit of any such transfers shall be 0.2% of the budget (\$100,960).

f.) *Signature for National School Food Services Program*

BE IT RESOLVED, that the Board of Education authorize the Director of Food Services, Assistant Superintendent for Business, District Treasurer, and the Superintendent of Schools as the official signature for the renewal and monthly reports for participation in the National School Food Services Program, and that they be authorized to sign all forms relevant to any federal funds related to the school food services program.

g.) *Bonding of Personnel* (Ed. Law 2122, 2124, 2327)

BE IT RESOLVED, that the Board of Education bond the District Treasurer, District Deputy Treasurer, Claims Auditor, District Tax Collector, Assistant Superintendent for Business and the Superintendent of Schools each in the amount of \$1,000,000.

h.) *Request for Approval to Reimburse Fee for Fingerprinting*

BE IT RESOLVED that the Board of Education authorizes the reimbursement for fingerprinting costs to all part-time or substitute employees who earn less than \$11.00 per hour, provided they have worked at least 30 days for the New Paltz Central School District.

i.) *List of Affiliate Organizations*

RESOLVED, that the Board of Education approve the following as affiliate organizations as per Board policy.

- Duzine/Lenape P.T.A.
- Middle School P.T.A.
- High School P.T.S.A.
- New Paltz Athletic Association
- New Paltz Music Association
- New Paltz Central School District Foundation for Student Enhancement, Inc.

j.) *Request for Approval to Sell/Dispose of Surplus Property*

RESOLVED, that the Board of Education authorize the Assistant Superintendent for Business to declare as surplus and dispose of school district property which is unusable or has a value of less than \$500.

k.) *Request to Establish the Capitalization and Depreciation Threshold for Fixed Assets*

RESOLVED, that the Board of Education does hereby establish \$5,000 as the threshold for reporting the capitalization and depreciation of fixed assets in accordance with GASB-34 regulations.

All in favor with none opposed. Motion carried 5-0.

Motion made by Ms. Quinn and seconded by Mr. Bagley to approve all of the resolutions under Item 7:

7. RATES

a.) *Rates of Pay for Substitutes and Other Personnel*

BE IT RESOLVED, that the Board of Education adopt the following rates of pay for the following positions for the 2012-2013 school year:

Substitutes

- \$100.00 per day for certified substitute teacher
- \$80.00 per day for uncertified substitute teacher
- \$100.00 per day for substitute nurse (Registered Nurse – RN) (Licensed Practical Nurse – LPN)
- \$100.00 per day for substitute LPN/Teacher Aide
- \$100.00 per day for certified substitute occupational therapist

Rates of Pay for Substitutes and Other Personnel

- \$60.00 per day for certified substitute teaching assistant
- \$50.00 per day for uncertified substitute teaching assistant
- \$75.00 per day for all summer school substitute teachers and substitute nurses
- \$12.00 per hour for substitute clerical worker
- \$14.00 per hour for substitute District Officer clerical worker
- \$11.00 per hour for substitute custodial worker
- \$15.00 per hour maintenance worker
- \$10.50 per hour for substitute teacher aide
- \$10.50 per hour for substitute school bus attendant
- \$ 9.00 per hour for substitute school building monitor
- \$10.50 per hour for substitute food service helper
- \$11.50 per hour for substitute school lunch cashier
- \$12.50 per hour for substitute cook manager
- \$12.00 per hour for substitute library clerk
- \$20.00 per hour for substitute bus driver
- \$22.70 permanent substitute bus driver
- \$15.00 substitute mechanic
- \$11.00 per hour for summer facilities & operations worker
- \$15.00 per hour for substitute head custodian
- \$25.00 per hour for substitute snow removal
- \$168 per week (up to 50 weeks maximum) for Claims Auditor
- \$168 per week (up to 50 weeks maximum) for Deputy Claims Auditor
- \$8,000 per year Substitute Caller
- \$7.25 per hour for Student Youth Worker
- \$40.00 per hour for Interpreter
- \$200.00 per day for Certified Substitute School Counselor
- NPUT Impartial Hearing Summer Employee - Compensation at a rate of 1/200 per diem, prorated by 1/6 for partial daily service.

Election/Business

- \$11.50 per hour for election inspectors
- \$300 per election for election custodian
- \$5,000 annual stipend for District Treasurer
- \$1,000 annual stipend for Central Treasurer (student activities)

Technology

- \$20.00 per hour for Technology Assistant, Level III
- \$12.00 per hour for AV Technician Assistant (high school student)
- \$25.00 per hour for AV Technician
- \$20.00 per hour for board meeting Videographer
- \$5,500 per year for Educational Technology Resource Specialist for evening and weekend work

Athletics

- \$54.00 per event for football head downs & chains
- \$30.00 per event for announcer
- \$40.00 per event for Head Ticket Taker
- \$40.00 per event for Scoreboard Operator
- \$30.00 per event for Assistant Ticket Taker
- \$30.00 per event for Parking Lot Attendants
- \$30.00 per event for Chaperones
- \$30.00 per event for Score Keepers
- \$30.00 per event for 30 Second Clock Operator
- \$50.00 per event for Emergency Medical Technician

b.) *Building Facilities Labor/Use Fees*

BE IT RESOLVED, that the Board of Education adopt the following building facilities use fees for the 2012-2013 fiscal year as per Board policy. The stated hourly rate will be multiplied by the number of staff required.

- Regular Time - \$30.00 per hour per staff member
- Overtime - \$45.00 per hour per staff member
- Sundays - \$60.00 per hour per staff member
- Holidays - \$90.00 per hour per staff member
- Building Use - \$10.00 per hour
- Auditorium Lights & Sound - District Rates depending on Title - \$15 – District Cost

BE IT FURTHER RESOLVED, that the Board of Education exclude charges for facilities use to SUNY New Paltz, Town of New Paltz and Village of New Paltz excluding holidays, weekends, when the district is closed, or unless approved by the Superintendent for special circumstances.

c.) *Records Access Copying Fee*

BE IT RESOLVED, that the Board of Education establish the records access copying fee at \$.25 per copy as per Board policy.

d.) *Food Service Prices*

BE IT RESOLVED, that the Board of Education set the prices for the following:

Elementary school breakfast	\$1.20
Secondary school breakfast	\$1.45
Elementary school lunch	\$2.20
Secondary school lunch	\$2.45
Milk	\$.50

All in favor with none opposed. Motion carried 5-0.

ADJOURN

ADJOURN

Motion made by Mr. Bagley and seconded by Ruth that the Board of Education adjourn the Organizational Meeting and move into the Regular Workshop Meeting at 7:16 PM.

Motion carried 5 - 0 with 5 members voting.

Respectfully submitted,

Elena Rae Maskell
District Clerk