

Date of Meeting: July 6, 2011
 Type of Meeting: Re-organizational Meeting
 Place of Meeting: District Office
 Members Present: William Boswell, Keith Buchanan; Paul Chizek; Charlie DeZolt; Brandt Minkler; Ed Szumowski
 Members Absent: Sari Stewart
 Others Present: Stephen Tomlinson, Superintendent; Marco Zumbolo, School Business Administrator; Georgia Baldwin, District Clerk

The Re-organizational meeting was called to order at 5:33 p.m. by District Clerk Georgia Baldwin.

Clerk Baldwin administered the oath of office to newly elected Board of Education member William Boswell.

Clerk Baldwin opened the floor for nominations for President of the Board. Mr. Buchanan nominated Mr. Szumowski for President. The nomination was seconded by Mr. Chizek. There being no other nominations, the motion was unanimously carried.

Clerk Baldwin administered the oath of office to the newly elected President.

Mr. Szumowski presided over the remainder of the meeting. Mr. Szumowski opened the floor for nominations for Vice President. Mr. Chizek nominated Mr. Buchanan for Vice President. Mr. Buchanan declined the nomination. Mr. Minkler nominated Mr. Chizek for Vice President seconded by Mr. Buchanan. There being no other nominations, the motion was unanimously carried.

Clerk Baldwin administered the oath of office to the newly elected Vice President.

Mr. Chizek moved, seconded by Mr. Minkler to approve item number 6:
 Ayes 6 Nays 0 Motion carried.

- 6. Appointment of Officers:
RESOLVED: that the District appoints Mr. Marco Zumbolo to serve as District Treasurer/School Business Administrator for the 2011-2012 school year.
RESOLVED: that the District appoints Mrs. Georgia Baldwin as District Clerk for the 2011-2012 school year.

SALARIES OF TREASURER, AND CLERK

RESOLVED: that the salaries of the District Treasurer/School Business Administrator, and District Clerk be established in accordance with the 2011-2012 school budget. The salary of the District Treasurer/School Business Administrator is fixed at \$98,345 for the 2011-2012 school year. The salary of the District Clerk is fixed at \$4,940.00 for the 2011-2012 school year.

Mr. Minkler moved, seconded by Mr. Buchanan to approve item number 7:
 Ayes 6 Nays 0 Motion carried.

7. OTHER APPOINTMENTS

RESOLVED: that the following appointments and stipends are established in accordance with the 2011-2012 school budget:

<u>APPOINTMENTS</u>	<u>APPOINTEE</u>	<u>STIPEND</u>
Claims Auditor	Ann Morck	\$ 2,320.00
School Physician	Lawrence Horowitz	\$28,558.05
School Attorney	Girvin & Ferlazzo, P.C.	\$25,000 Retainer
Bond Counsel	Girvin & Ferlazzo, P.C.	Hourly Rate as required.
Purchasing Agent	Stephen Tomlinson	
District Auditor	WEST and Co.	\$15,900.00
School Lunch Hearing Officer	Marco Zumbolo	
School Lunch Verification Officer	Toby Ortell	
Tax Collector	Janet Sweet	\$3,580.00
Co-Curricular Activity	Ann Morck	\$1,460.00
Treasurers	Toby Ortell	\$1,460.00
Records Access Officer	Marco Zumbolo	
Records Management Officer	Marco Zumbolo	

Fulmont Workers Compensation Trust Representatives	Marco Zumbolo Toby Ortell		
Chief Information Officer	Marco Zumbolo		
Chairperson for Committee on Special Education		Lisa VanSchaick	\$2,563.15
		Erin Compani	\$3,092.30
		Christine Foglia	
Chairperson for Pre-School Committee on Special Educ.		Erin Compani	\$2,474.00
		Christine Foglia	
Fulmont Health Trust Group School Representatives		Marco Zumbolo Toby Ortell	
Independent Evaluators for Special Education			
McKinney-Vento Liaison		Christine Foglia	

**BROADALBIN-PERTH CENTRAL SCHOOL DISTRICT
INDEPENDENT EDUCATIONAL EVALUATIONS
2011-2012**

<i>Type of Evaluation</i>	<i>Agency</i>	<i>Cost</i>
ADD/ ADHD	Family Counseling Center Dr. Valentine, Psychiatrist Fran Locascio, Nurse Practitioner 11 Broadway, Gloversville (518) 725-4310 St. Mary's Mental Health Children's Clinic Dr. Marballi 8 Northampton Road, Amsterdam 12010 (518) 843-7520 Mohawk Valley Medical Arts Dr. Saha 2500 Riverfront Center, Amsterdam 12010 (518) 842-3545	Not to exceed \$750.00
Audiological Evaluation	Sunnyview Hospital 1270 Belmont Avenue, Schenectady (518) 382-4550	Not to exceed \$1,000.00
Autism Spectrum Disorders	Campbell House Psychological Associates 101 State Street Schenectady 12305 Karen Peper, Educational Consultant Dr. Gina Cosgrove, Psychologist (518) 346-0762	Not to exceed \$1,500.00
Neurological Evaluation	Albany Medical Center Pediatric Child Neurology 43 New Scotland Avenue, Albany 12208 (518) 262-5226	Not to exceed \$2,000.00
Neuropsychological Evaluation	Children's Neuropsychological Services Paula Zuffante, Ph.D 834 Kenwood Avenue, Slingerlands 12159 (518) 439-1641 Dr. Tobie Dorn Pediatric Neuropsychologist 62 Hackett Blvd, Albany (518) 463-3414 Albany Neuropsychological Associates Dr. Deborah Kundert 1740 Western Avenue, Albany (518) 464-5060 Sunnyview Hospital Andrew Hess, Ph.D 1270 Belmont Avenue, Schenectady (518) 382-4522	Not to exceed \$2,750.00
Occupational Therapy/ Physical Therapy	Advanced Therapy One Rapp Road Albany, New York 12203 (518) 867-3061 Amsterdam Memorial Hospital 4988 State Highway 30 Amsterdam 12010 (518) 841-3630	Not to exceed \$500.00

	Sunnyview Hospital 1270 Belmont Avenue, Schenectady (518) 382-4513	
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<i>Type of Evaluation</i>	<i>Agency</i>	<i>Cost</i>
Psycho-Educational Assessment	HFM BOCES 2755 State Highway 67 Johnstown, 12095 (518) 736-4352 Sunnyview Hospital Andrew Hess, Ph.D 1270 Belmont Avenue, Schenectady (518) 382-4522	Not to exceed \$1,500.00
Literacy Assessment	College of Saint Rose Lori Strong, Ph.D Western Avenue, Albany (518) 454-5149	Not to exceed \$750.00
Psychological Evaluation	Albany Psychological Associates 1740 Western Avenue, Albany (518) 464-4440 Campbell House Psychological Associates 101 State Street Schenectady 12305 Karen Peper, Educational Consultant Dr. Gina Cosgrove, Psychologist (518) 346-0762 Northeast Psychological Associates 435 New Karner Road, Albany (518) 456-2060 Sunnyview Hospital Andrew Hess, Ph. D. 1270 Belmont Avenue, Schenectady (518) 382-4522 Saratoga Psychological Associates, PC Frank Arcangelo, Ph.D 63 Franklin Street, Saratoga (518) 587-0499 ext. 323	Not to exceed \$2,000.00
Psychiatric Evaluation	St. Mary's Hospital Mental Health Children's Clinic 8 Northampton Road, Amsterdam (518) 843-7520 Ellis Hospital 1101 Nott Avenue, Schenectady (518) 243-4000 Four Winds -Saratoga 30 Crescent Avenue, Saratoga (518) 581-5015 Mohawk Valley Psychiatric Center 1400 Noyes Street Utica, New York 13502 (315) 797-6800	Not to exceed \$2,000.00
Speech and Language Evaluation	Advanced Therapy One Rapp Road Albany, New York 12203 (518) 867-3061 Amsterdam Memorial Hospital 4988 State Highway 30 Amsterdam 12010 (518) 841-3630 Sunnyview Hospital 1270 Belmont Avenue, Schenectady (518) 382-4550	Not to exceed \$300.00

<i>Type of Evaluation</i>	<i>Agency</i>	<i>Cost</i>
Speech and Language Learning Assessment	Sunnyview Hospital Kim Salmon Pediatric Coordinator of Speech and Hearing 1270 Belmont Avenue, Schenectady (518) 382-4550	Not to exceed \$1,750.00

Additional evaluations and providers may be available depending on the individual needs of the students.

IMPARTIAL HEARING OFFICERS CERTIFIED FOR BROADALBIN-PERTH CS HEARINGS

The Impartial Hearing Officer will be appointed based on the person who is next in line on the rotational list maintained by the Impartial Hearing Officer Reporting System found at <http://portal.nysed.gov>.

SCHOOL PSYCHOLOGIST AUTHORIZED TO SERVE ON COMMITTEE ON SPECIAL EDUCATION AND COMMITTEE ON PRE-SCHOOL SPECIAL EDUCATION

Lisa Van Schaick

Erin Compani

PARENT MEMBERS OF COMMITTEE ON SPECIAL EDUCATION AND COMMITTEE ON PRE-SCHOOL SPECIAL EDUCATION

CPSE – Sharon Smith
CSE – Laurie Tambasco

SURROGATE PARENT FOR COMMITTEE ON SPECIAL EDUCATION

Laurie Tambasco

Mr. Chizek moved, seconded by Mr. Buchanan to approve item number 8:
Ayes 6 Nays 0 Motion carried.

8. **RESOLUTION IMPARTIAL HEARING OFFICERS:**

Whereas, the Broadalbin-Perth Central School is annually required to establish compensation rates for Impartial Hearing Officers, and

Whereas, a survey of surrounding school districts revealed a range of approved compensation rates, and

Whereas, the rates established will be reviewed at the July 2011-2012 re-organizational meeting,

Now Therefore Be It Resolved, that the district establishes that the rate of compensation not exceed one-hundred dollars (\$100) per hour for pre-hearing, hearing, and post-hearing activities, and

Be It Further Resolved, that the IHO's will be reimbursed for automotive travel expenses at the Federal rate per mile, up to 100 miles, reasonable meal expenses on the date of the hearing, and for mailing costs.

Mr. Minkler moved, seconded by Mr. Chizek to approve item number 9:
Ayes 6 Nays 0 Motion carried.

9. **BONDING OF DISTRICT TREASURER**

RESOLVED, that the District Treasurer of this District be required to secure a Surety Bond in the amount of Three Million Dollars (\$3,000,000) as security for the funds of this District which he may have in his possession and present same for the approval of the Board of

Education; this amount being about 12% of the total budget. It is understood and agreed that the premium of said bond is a proper charge against this school district.

Mr. Boswell moved, seconded by Mr. Minkler to approve item number 10:

Ayes 6 Nays 0 Motion carried.

10. DESIGNATE DEPOSITORY OF DISTRICT FUNDS AND RECEIVER OF TAXES

RESOLVED, that Citizens Bank, and any commercial bank doing business in Fulton County be, and they are hereby designated, official depositories of all funds of the Broadalbin-Perth Central School District until June 30, 2012, and

RESOLVED, that the Citizens Bank be designated receiver of taxes for 2011-2012.

Mr. DeZolt moved, seconded by Mr. Chizek to approve item number 11:

Ayes 6 Nays 0 Motion carried.

11. DESIGNATE DEPOSITORY OF FUNDS FOR INVESTMENT

RESOLVED, that the District Treasurer/School Business Administrator with the approval of the Chief School Officer, are authorized to invest all funds including proceeds of obligations, temporary surplus funds, and reserve funds in Certificates of Deposit or Time Deposit accounts in a bank or trust company authorized to do business in New York State, obligations of New York State, and repurchase agreements in obligations of the United States.

Mr. Buchanan moved, seconded by Mr. DeZolt to approve item number 12:

Ayes 6 Nays 0 Motion carried.

12. ISSUE OF VOUCHERS AND PAYROLL CHECKS

RESOLVED, that this Board of Education shall adopt and use an approved form of voucher checks for the payment of all monies expended, which shall require the signature of the District Clerk and District Treasurer to make them valid.

RESOLVED, that the District Treasurer is authorized to sign payroll checks.

RESOLVED, that the payroll account clerk is authorized to sign checks on the Trust and Agency Fund and in the absence of the payroll account clerk, the District Treasurer is authorized to sign checks on the Trust and Agency Fund.

RESOLVED, that the District Clerk and District Treasurer be authorized to issue a check from the appropriate funds to cover all payrolls as they fall due which are properly certified by the Chief School Officer.

Mr. Minkler moved, seconded by Mr. Boswell to approve item number 13:

Ayes 6 Nays 0 Motion carried.

13. ISSUE OF VOUCHERS AND CHECKS – CO-CURRICULAR FUNDS:

RESOLVED, that this Board of Education adopts and authorizes an approved voucher system for the payment of all monies from the co-curricular accounts.

RESOLVED, that the co-curricular treasurer's are authorized to sign checks drawn on the co-curricular account. Further, the School Business Administrator is authorized to sign checks in the absence of the co-curricular treasurer.

Mr. Chizek moved, seconded by Mr. DeZolt to approve item number 14:

Ayes 6 Nays 0 Motion carried.

14. BOND ISSUE PAYMENT

RESOLVED, that the District Clerk and District Treasurer/School Business Administrator be authorized to issue checks in payment for all bond issues as they fall due in the 2011-2012 school year.

Mr. Buchanan moved, seconded by Mr. Bowsell to approve item number 15:

Ayes 6 Nays 0 Motion carried.

15. AUTHORIZATION TO BORROW FUNDS

RESOLVED, that the District Treasurer/School Business Administrator, with the approval of the Chief School Officer, be authorized to borrow up to \$150,000 for the 2011-2012 school year, reporting such borrowing to the Board through the budget report.

Mr. DeZolt moved, seconded by Mr. Buchanan to approve item number 16 as amended:

Ayes 6 Nays 0 Motion carried.

16. LOANS TO OTHER ACCOUNTS

RESOLVED, that the District Treasurer/School Business Administrator be authorized to loan money to the Federal, Special Aid, School Lunch and other funds when necessary, with a ceiling of \$300,000.00 aggregate, reporting such loans to the Board through the budget report.

Mr. Buchanan moved, seconded by Mr. DeZolt to approve item number 17:

Ayes 6 Nays 0 Motion carried.

17. TRANSFER OF FUNDS

RESOLVED, that the Chief School officer or designee be authorized to transfer funds within line items of the same functional unit of expense, reporting such through the budget report.

Mr. Minkler moved, seconded by Mr. DeZolt to approve item number 18:

Ayes 6 Nays 0 Motion carried.

18. PETTY CASH

RESOLVED, that the following petty cash funds be established in the amounts indicated and the individual designated be charged with responsibility to administer and properly account for petty cash funds in his/her care.

<u>LOCATION</u>	<u>INDIVIDUAL</u>	<u>AMOUNT</u>
District Office	Georgia Baldwin	\$50.00
High School	Nora Horton	\$50.00
Middle School	Kim Nichols	\$50.00
High School Athletic	Adam Barnhart	\$50.00
Bus Garage	Bonnie Horton-Olbie	\$50.00
Food Service	George Hanstein	
	Broadalbin	\$50.00
	Perth	\$50.00

Mr. Buchanan moved, seconded by Mr. Chizek to approve item number 19:

Ayes 6 Nays 0 Motion carried.

19. OFFICIAL NEWSPAPER

RESOLVED, that the Leader Herald and The Recorder be designated the official newspapers for the District for the 2011-2012 school year.

Mr. DeZolt moved, seconded by Mr. Buchanan to approve item number 20 as amended:

Ayes 6 Nays 0 Motion carried.

20. REGULAR MONTHLY MEETING

RESOLVED, that the regular monthly meeting of the Board of Education be designated the third Monday of each month at 6:45 p.m., prevailing time with the following exceptions: Change January 16th (Martin Luther King Day) to January 23rd; February 20th (Winter Break) to February 27th. All meetings will be held at the high school.

Mr. Boswell moved, seconded by Mr. Buchanan to approve item number 21:

Ayes 6 Nays 0 Motion carried.

21. CERTIFICATION OF PAYROLL

RESOLVED, that the Superintendent is to certify all district payrolls during the course of the 2011-2012 school year.

Mr. DeZolt moved, seconded by Mr. Boswell to approve item number 22:

22. COMPLIANCE WITH STATUTES

RESOLVED, that the Broadalbin-Perth Board of Education will comply with all Federal and State laws and regulations in connection with the administration of any Federally funded programs during the 2011-2012 school year.

Mr. Chizek moved, seconded by Mr. DeZolt to approve item number 23:

Ayes 6 Nays 0 Motion carried.

23. **CELLULAR TELEPHONE APPROVED USED LIST** for the 2011-12 school year. **Resolved**, that the employees listed below are approved to utilize District owned cellular telephones according to Board of Education Policy.

Bonnie Horton-Olbie – Dispatcher	Stephen Tomlinson – Superintendent of Schools
Perth Custodian – (pm hours)	Marco Zumbolo – School Business Administrator
Broadalbin Custodian – (pm hours)	Robin Blowers – High School Principal
Jack Jones – Head Mechanic	Wayne Bell – Middle School Principal
Clayton Berry – Mechanic	Daniel Casey – Intermediate School Principal
Assigned Bus Driver	Terry LaFountain – The Learning Community Principal
Rick Zajaceskowski – Maintenance Mechanic	Christine Foglia – Director of Special Programs
Peter Swartz – Director of Buildings & Grounds	Adam Barnhart – HS Asst. Principal/ Athletic Director
Robert Boswell – Maintenance Mechanic	Wendy Warren-Bowman – Network Analyst
George Hanstein – Food Service Director	Joe Sheils – Groundskeeper
Director of Operations and Safety	Stephen Gennett – PC Network Technician

Mr. DeZolt moved, seconded by Mr. Boswell to approve item number 24:

Ayes 6 Nays 0 Motion carried.

24. **INTERSCHOLASTIC ATHLETIC TICKET PRICES**
Resolved, that the admission charges listed below are approved for the 2011-2012 school year.

	<u>2011-12</u>	<u>2010-11</u>	<u>2009-10</u>	<u>2008-09</u>	<u>2007-08</u>	<u>2006-07</u>
Student:	B-P students \$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00
	free-others \$2.00					
Adult	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00
Family Rate	\$7.00	\$7.00	\$7.00	\$7.00	\$7.00	\$7.00

Mr. DeZolt moved, seconded by Mr. Minkler to approve item number 25:

Ayes 6 Nays 0 Motion carried.

25. **APPROVED CHARGES FOR COPYING MACHINES AND FAX MACHINES**
Resolved, that the charges for personal photocopies or faxed materials is established at the rates listed below for the 2011-12 school year.

\$.30	Per page copied.	\$1.00	Per page faxed.
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Mr. Chizek moved, seconded by Mr. Minkler to approve item number 26:

Ayes 6 Nays 0 Motion carried.

26. **REIMBURSEMENT RATES FOR APPROVED BUSINESS RELATED MILEAGE**
Resolved, that the rate for mileage reimbursement associated with a personal vehicle utilized for approved business travel is established below for the 2011-12 school year.

IRS Rate per mile

Other Business:

We received a letter from our attorney concerning the Hudson River-Black River Regulating District. We would need to send a formal plea through our attorney to Fulton County to pay the outstanding taxes due to us. This is a formal process that must be done in case they don't receive the money from Hudson River-Black River.

ADJOURN

At 6:25 p.m., Mr. Boswell moved, seconded by Mr. Minkler to Adjourn. The motion was unanimously carried.

Georgia L. Baldwin, District Clerk