

**North Warren Central School District
Organizational Meeting of the Board of Education
North Warren Central School
July 11, 2016**

Ms. Hill called the Meeting to order at 6:30 PM.

Call to
Order

School Board Members Present: Erickson, Freebern, Hill, Maday, Smit, Willette, Buckman

School Board Members Absent: None

Also Present: Michele French, Mary Lou Carstensen, Margaret Hill, Theresa Andrew, Shelley Dupuis

Oaths to
Trustees

Oaths of Office given to Paul Buckman, Estelle Smit and Jason Willette

Motion by Mr. Erickson, seconded by Mr. Willette, to nominate John Maday as President.

President
Elected

Motion carried unanimously

Motion by Mr. Hill, seconded by Mr. Erickson, to nominate Jason Willette as Vice-President.

Vice-President
Elected

Motion carried unanimously

Oath of Office administered to President and Vice-President.

Oaths to Pres
and VP

Motion by Mr. Hill, seconded by Mr. Willette, to appoint the following Board Officers:
School District Treasurer - Mary Lou Carstensen; School District Deputy Treasurer - Theresa Andrew; District Clerk – Margaret Hill; Claims Auditor - Sheila Ellsworth

Board Officers
Appointed

Motion carried unanimously.

Motion by Mr. Willette, seconded by Mr. Hill, to appoint the following:
Attendance Officer – Theresa Andrew; School Physician - Dr. John Ruge; School Attorneys - Guercio & Guercio, LLP; Independent Auditor - Jenkins, Beecher & Bethel, LLP; Central District Treasurer - Margaret Hill; Records Retention & Access Officer – Mary Lou Carstensen; Records Management & Disposition Officer - Rachele Maresca; Committee on Special Education (see attached); Committee on Preschool Special Education (see attached); Committee on Special Education Sub-Committees (see attached); Surrogate Parent (see attached); Hearing Officers (see attached); School Providers (see attached); Athletic Director - Jeremy Whipple; Audit Committee – Mike Erickson, Paul Buckman and John Maday; Purchasing Agent – Superintendent; LEA Designee - Gary Madden.

Appointments
Passed

Motion carried unanimously

**Designations
Approved**

Motion by Mr. Erickson, seconded by Mr. Freebern to approve the following designations:

Official School Depository-Glens Falls National Bank
 Third Party Custodian – Manufacturers & Traders Trust Co. (M & T Bank)
 Payroll Certification Officer – Superintendent
 Insurance Officer – Mark Carpenter
 Designate Superintendent to sign Grant Applications
 Designate Superintendent to hire substitutes
 Official School Newspaper – The Post Star
 Compliance Officer (Title IX/Section 504/ADA) – Superintendent
 Homeless Liaison-Shelley Dupuis
 Reviewing Official, Hearing Official and Verification Official for Child Nutrition Program – David Scroggins, Mary Lou Carstensen
 Motion carried unanimously.

**Authorizations
Approved**

Motion by Mr. Willette, seconded by Mr. Freebern to approve the following authorizations:

Petty Cash Funds - \$100.00 each – Judith McAvey and Sheila Ellsworth
 Kitchen Start Up Fund - \$200.00
 Tax Collector Start Up Fund - \$100.00
 Checking Account Signatures – School District Treasurer or School District Deputy Treasurer
 Savings Account Signatures – School District Treasurer or School District Deputy Treasurer
 Activity Fund Checking Signatures – Central District Treasurer
 Investment Accounts – School District Treasurer or School District Deputy Treasurer
 Approval of attendance at conferences, conventions, workshops for the Board of Education members, with expenses.
 Approve of authorized personnel for use of the Glens Falls National Bank district credit card with a credit limit of \$7,000.00: Superintendent, Board of Education, instructional staff, non-instructional staff.
 Approval of authorized personnel for use of the Exxon-Mobil gas card with a credit limit of \$400.00: Superintendent, Board of Education, instructional staff, non-instructional staff.

Motion carried unanimously.

Motion by Mr. Erickson, seconded by Mr. Willette, to adopt the following: Time and Date of Regular Meetings (See Attached); Substitute Pay Rates (See Attached) ; IRS Mileage Rates; Policies Codes of Ethics, 8.2.1 Purchasing Procedure , 8.4.5 Investment Policy.

Motion carried unanimously.

Meeting Dates/Pay/Mileage/Policies Adopted

The Board moved to regular meeting items.

06/13/16 Minutes Approved

Motion by Mr. Hill, seconded by Mr. Freebern, to approve the minutes of the June 13, 2016 Regular Meeting of the Board of Education.

Motion carried unanimously.

Public Comment A

Public Comment A – none.

Motion by Mr. Willette, seconded by Mr. Hill, to accept the recommendation of the Committee on Special Education for students: 5906, 4957,6214 and 6042.

Motion carried unanimously.

IEP's Approved

Motion by Mr. Willette, seconded by Mr. Erickson, to approved the revised 2016-2017 School Calendar.

Motion carried unanimously.

Revised 16-17 Calendar Approved

Motion by Mr. Freebern,, seconded by Mr. Erickson, to set the rate of pay for the Tax Collector at \$ 12.00 per hour.

Motion carried unanimously.

Tax Collector Pay Rate Set

Motion by Mr. Willette, seconded by Mr. Freebern,, to approve a leave of absence for Billie Jo Brown effective September 6, 2016 through December 12, 2016.

Motion carried unanimously.

Leave of Absence Approved

Motion by Ms. Smit, seconded by Mr. Erickson, to approve the items in Attachment1 as surplus.

Motion carried unanimously

Surplus Items Approved

Motion by Mr. Hill, seconded by Mr. Freebern, to approve the use of the school buses for the Adirondack Marathon Distance Festibal on September 23, 2016.

Motion carried unanimously.

School Buses Approved For Marathon

Motion by Mr. Hill, seconded by Ms. Smit, to table item (e) to discuss in executive session.

Motion carried unanimously.

Item (e) Tabled

**Blanchard
Appointed**

Motion by Mr. Hill, seconded by Mr. Freebern, upon recommendation of the Superintendent, to appoint Heidi Blanchard to the position of Elementary Teacher entire area for a probationary period commencing on September 1, 2016 and anticipated to end on August 31, 2020. Ms. Blanchard has an Initial Certificate in Childhood Education (Grades 1-6) effective June 6, 2014. Ms. Blanchard will be placed on Step 3 of the NWTA contract

Motion carried unanimously.

**Legal
Agreement
Approved**

Motion by Mr. Willette, seconded by Mr. Erickson, to approve the legal services agreement with Guerico & Guercio, LLP.

Motion carried unanimously.

**Stipends
Approved**

Motion by Mr. Freebern, seconded by Mr. Hill, to approve the 2016-2017 stipends:

Athletic Director - \$ 5,083.68

District Clerk - \$ 3,997.00

Claims Auditor - \$ 3,136.50

District Treasurer - \$ 2,822.85

Motion carried unanimously.

**Winchip
Expenditure
Approved**

Motion by Mr. Freebern, seconded by Mr. Hill, to authorize the Superintendent to execute the expenditure for Winchip Engineering for SEQRA review.

Motion carried unanimously.

**Leave of
Absence for
Tom
Harvey
Approved**

Motion by Mr. Erickson, seconded by Mr. Hill, to approve an unpaid leave of absence effective September 7, 2016 and ending upon retirement of Thomas Harvey, with the intent of approving the waiving of Article XXI and granting the rights and benefits as specified in Articles XXI, XXII and XVI on receipt of official intent to retire.

Motion carried unanimously.

**William
Ranous
Appointed**

Motion by Mr. Erickson, seconded by Mr. Hill, to appoint Mr. William Ranous, Jr. to a 6 month probationary position as Custodian effective August 15, 2016 on Step 1 of the CSEA contract. This is a 12 month, 8 hour per day position.

Motion carried unanimously.

**David
Parisi
Appointed**

Motion by Mr. Erickson, seconded by Mr. Freebern, upon recommendation of the Superintendent, to appoint David A. Parisi, who is professionally certified in School Social Worker, to the position of School Social Worker, entire area for a probationary period commencing on September 1, 2016 and anticipated to end on August 31, 2020. Mr. Parisi has a Provisional Certificate in School Social Worker area effective February 1, 2012. Mr. Parisi will be placed on Step 15 of the NWTA contract.

Motion carried unanimously.

Follow-Up Discussion on Aftercare from June Meeting: Ms. Dupuis sent surveys in all K-6 backpacks including reaching out to incoming Kindergarten parents as discussed at the June BOE meeting; Also, the survey was put up on school website; Based on results, only 13 responses were received; This is not enough to financially support the program; Mr. Willette is disappointed since the value of the program is not found anywhere else; Mr. Buckman wonders if a private donation could be obtained to support program; Grants are discussed but Ms. Dupuis explains that the 13 responses received would not qualify for Title 1 Grant funds; BOE suggests postponing vote until August BOE meeting and make another effort to reach out to parents possibly by robo call; Mrs. French feels that it would be unfair to parents to hold off decision until the August BOE Meeting since that would give parents only two weeks to find alternate child care before school started; Mrs. French says that if there is an outpouring of interest, the Aftercare Program could be restarted quickly since it only took her two weeks to start the program when it was first approved.

Aftercare
Discussion

Motion by Mr. Freebern with regret, seconded by Mr. Erickson, to end the Aftercare Program at this time.

Aftercare
Program
Ended

Votes: Yes – Hill, Erickson, Maday, Freebern, Buckman

No – Smit, Willette

Motion carried.

Motion by Mr. Willette, seconded by Mr. Hill, to approve the following resolution:

BE IT RESOLVED, The Board of Education of the North Warren Central School District makes a request from the NYS Department of Transportation that the speed limit be lowered on NYS Route 8 in the school zone, the elongation of the School Speed Zone heading east to west and that the crosswalk have an indication for pedestrian crossing.

Resolution
Passed

Motion carried unanimously.

End of
Year
Reports

End of the Year Reports by the Nurses, Guidance Department and CSE/CPSE Departments are reviewed. Mr. Freebern would like transportation to summer school looked into; Mrs. French will talk to the True North Schools to review this issue as well.

Admin Reports: Ms. French had great first week; Ms. Carstensen reminds that auditors will be here in two weeks; Ms. Andrew answers Math Regent score questions and explains that the curriculum was not aligned to the tests and that most schools experienced the same situation; Ms. Dupuis reports that the YMCA has 19 children enrolled.

Admin
Reports

Public Interaction B – Cathy Kearney thanks the BOE for their support with the Aftercare Program.

Public
Comments
B

**Reg.
Meeting
Adjourned/
Executive
Session**

Motion by Mr. Willette, seconded by Mr. Freebern, to adjourn regular meeting at 7:56 PM and enter executive session to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Motion carried unanimously.

**Executive
Adjourned**

Motion by Mr. Erickson, seconded by Mr. Freebern, to adjourn executive session at 8:52 PM.

Motion carried unanimously.

**Reg.
Meeting
Convened**

Motion by Mr. Erickson, seconded by Mr. Willette, to reconvene regular meeting at 8:53 PM.

Motion carried unanimously.

**Item 6e –
Coaches
Approved**

Motion by Mr. Erickson, seconded by Mr. Willette, to approve the following coaches for the 2016-2017 coaching season: All appointments are pending proper certification and student participation.

- Varsity Field Hockey – Lynn Lewis
- Modified Field Hockey – Lori Lewis
- Varsity Soccer – Josh Gifford
- JV Soccer – John Remington
- Modified Soccer – Shannon Phelps
- Varsity Golf – Poul Carstensen
- Modified Golf – Jeremy Whipple
- Varsity Cross Country – Judy Benway
- Modified Cross Country – Eric Bott
- Varsity Girls Basketball – PJ Hogan
- JV Girls Basketball – Todd Lawson
- Modified Girls Basketball – Lynn Lewis
- Varsity Boys Basketball – Jeremy Whipple
- JV Boys Basketball – Josh Gifford
- Varsity and JV Bowling – Rick Nevins
- Varsity Cheerleading – Becky Otruba

**Adjorn
Meeting**

Motion by Mr. Erickson, seconded by Mr. Hill, to adjourn the regular meeting at 8:54 PM.

Motion carried unanimously.

District Clerk