

**WILLIAMSON CENTRAL SCHOOL
BOARD OF EDUCATION REORGANIZATION MEETING AGENDA
JULY 8, 2009, 6:00 P.M., MIDDLE SCHOOL CAFETERIA**

6:00

1. Call to order and Pledge of Allegiance

2. Appointments
 Appoint District Clerk
 - A. Wendy Havens **M**

3. Administer oath to newly elected Board Members and District Officials
 - A. Patrick Wright – Board of Education
 - B. Maria Ehresman – Superintendent of Schools
 - C. Wendy Havens – District Clerk
 - D. Gary Barno – Treasurer

4. Elect President for the 2009-2010 School Year **M**
 - A. Nominations are Open for the position of President of the Board of Education
 - B. Seconded
 - C. Nominations Closed

Newly elected President assumes charge of the meeting

5. Elect Vice-President for the 2009-2010 School Year
 - A. Nominations are Open for the position of Vice President
 - B. Seconded
 - C. Nominations Closed

6. Appoint Board Committees
 - A. Policy
 - B. Scholarship
 - C. Negotiations
 - D. Finance
 - E. Buildings & Grounds

7. Appoint Board Liaisons
 - A. Curriculum
 - B. Technology
 - C. Public Relations
 - D. Parks & Recreation
 - E. Town Board
 - F. Safety
 - G. CSE
 - H. BOCES
 - I. WCEC

8. Appointments for 2009-2010 **M**

District Treasurer	Gary Barno
Deputy District Clerk	Donna Cairns
District Tax Collector	Anne VanEenwyck (\$4,300)
Purchasing Agent	Maria Ehresman
School Physician	Dr. Krishna Persaud
School Attorney	Wayne VanderByl (\$175/hr)
External Auditors	Raymond F. Wager, C.P.A., P.C.
Title IX Compliance Officer	Wendy Havens
Records Management Officer	Wendy Havens
(OVER)	
Records Access Officer	Wendy Havens
ADA Compliance Officer	Wendy Havens

Petty Cash Custodian District Office	Lorie Abbott
Petty Cash Custodian High School	Pamela Opett
Petty Cash Custodian Middle School	Kelly Slater
Petty Cash Custodian Elementary School	Jessica Burggraaff
Petty Cash Custodian Cafeteria	Yvonne Forget
Extra Classroom Funds Treasurer High School	Pamela Opett
Extra Classroom Funds Treasurer Middle School	Sheila Stevens
Extra Classroom Funds Treasurer Elementary School	Joanne Greaney
Adult Education Director	Nancy Orbaker (\$21.35/hr)

9. Designations

M

- A. **BE IT RESOLVED**, that District Funds be deposited in Commercial Banks or Trusts according to Board Policy Section 5200.
- B. **BE IT FURTHER RESOLVED**, that the depository bank of the District funds for the 2009-2010 School Year shall be JP Morgan Chase Bank, Key Bank, HSBC Bank and Lyons National Bank. The maximum amount that can be kept on account with any one bank shall be \$25,000,000.
- C. **BE IT FURTHER RESOLVED**, that the 'Sun & Record' and the 'Times of Wayne County' be designated as the official newspapers for the publication of all District Legal Notices.

10. Authorizations

M

- A. Superintendent of Schools to approve Field Trips and Conferences for staff
- B. Superintendent of Schools to sign checks in absence of Clerk or Treasurer.
- C. Superintendent of Schools to certify payroll. Business Administrator to act in Superintendent's absence.
- D. Superintendent of Schools and/or Business Administrator to sign applications, reports and reimbursement claims for National School Lunch Program.
- E. Superintendent of Schools to approve Budget Transfers up to \$25,000 and send copies to Board Members in the next Board Packet.
- F. Superintendent of Schools to approve contracts up to \$10,000 for the 2009-2010 School Year, including but not limited to, contracts for professional services, purchase contracts and public works contracts, as long as they fall within budgeted amounts.
- G. All checks to be signed by District Treasurer; Superintendent of Schools shall be authorized to sign in absence of Treasurer.
- H. Treasurer to dispense funds to establish a Petty Cash Fund at each school building and District Office not to exceed \$100 each. Such funds shall be in the name of the Building Principal or Business Administrator (District Office).
- I. Treasurer to dispense funds to establish a Petty Cash Fund for the School Lunch Program not to exceed \$115. Such funds shall be in the name of the Food Service Director.
- J. Permission to pay bills by due date when Board of Education Meetings do not coincide with such date.
- K. Transfer to disburse or transfer funds for the following in advance of audit of claims by the Board of Education:
 - Payroll
 - Postage
 - Utilities and Fuel Bills
 - Freight and Expense Charges
 - Student activity registration fees, etc. (for musical events and other activities)
 - Transfer between District Accounts and/or Investment Accounts
 - Board members and Administration registration fees, etc.
 - Association meetings, conferences, workshops
 - Employee Insurance Premiums
 - Staff registration fees for workshops, conferences and meetings where attendance has had prior approval of the Superintendent (8a)
- L. Vice-President being allowed to sign documents when the President is not

available.

11. Approve membership for the 2009-2010 School Year **M**
 - A. NY State School Boards Association (approximately \$5,960 for calendar year.)
12. Approve the 2nd and 4th Wednesday of the month for regular scheduled Board of Education meetings, except in May (1st and 4th Wednesday). In the month of November, there will be only one meeting, November 18 (see attached calendar). **M**
13. Recommendation to approve the Bonding of District Treasurer and School Board Administrator in the amount of \$2,000,000 each for the 2009-2010 School Year. **M**
14. Recommendation to approve the Bonding of District Tax Collector in the amount of \$1,500,000 for the 2009-2010 School Year. **M**
15. Approve effective 9/1/09 Substitute Teacher and Substitute Nurse rates at \$75/day for 20 days, \$85/day after 20 days. Williamson Retirees will receive \$85/day commencing on day one. If a substitute works 50 days in a year over at least 8 school months, they will receive a stipend of \$300 after the end of the school year. If a substitute works 75 days in a year over at least 8 school months, they will receive a stipend of \$400 after the end of the school year. If a substitute works 100 days in a year over at least 8 school months, they will receive a stipend of \$500 after the end of the school year. **M**
16. Approve the Tutorial Rate at \$24/hour. **M**
17. Approve the Teaching Assistant Substitute rate at \$55/day. **M**
18. Approve Classified Substitute and Transportation Department rates (see attached). **M**
19. This concludes the Reorganization Meeting of the Board of Education of the Williamson Central School District. **M**
- 6:15** 20. The Board will recess for an Audit Committee Meeting. The Board will reconvene at the end of such meeting for the completion of the Board of Education meeting.
- 7:00** 21. Public Participation - (2 min. per person - 10 min. total on agenda topic) **I**
- 7:10** 22. Announcements **I**
- 7:20** 23. Reports to the Board **I**
 - A. Reports from District Administrators
 - B. Board Committee Reports
 1. Graduation Day
Williamson High School Courtyard
June 27, 2009, 10:00 a.m.
 2. Reorganization Meeting of the Williamson Board of Education
Williamson Middle School Cafeteria
July 8, 2009, 6:00 p.m.
 3. Audit Committee Meeting
Williamson Middle School Cafeteria
July 8, 2009, 6:15 p.m. **I**
 - C. Other Board Committee Reports **I**
 - D. CSE Case Summaries: 194, 468, 595, 628, 686, 695, 724, 724, 756, 757, 768, 773, 800, 807, 809, 810, 812, 813, 814 **M**
 - E. Treasurer's Report **I**
- (OVER)**
- 7:40** 24. Consent Agenda **M**

The Superintendent recommends Board consideration of the following agenda items:

 - A. Approve the minutes of the June 24, 2009 Meeting
 - B. Appointments
 1. Approve the appointment of the following substitute teachers effective July 1, 2009:

Barbara Hunn
Christine Stephens

2. Approve the summer appointment of Ian Thomas as Technology TA at a rate of \$10.00/hr.
3. Approve the appointment of Matthew Coon, Credit Recovery Tutor, effective July 1, 2009, at a rate of \$24.00/hour.
4. Approve the appointment of Stephanie Kingsbury as a summer hourly bus monitor at a rate of \$8.43/hour.

7:45

25. Old Business
A.

7:55

26. New Business

- A. Approve the First Reading of: **M**
Policy No. 7505 – Academic Eligibility for Extra-Curricular Activities
- B. Approve the 2009-2010 service agreement with OMNI Financial Group, Inc. as the Third Party Administrator (TPA) for the District’s 403(b) plan. **M**
- C. Approve the Resolution to re-establish the District Reserve Funds. **M**
- D. Approve the change in tenure area for Barbara Tomeno: **M**
- | | |
|---------------------------------|------------------------------------|
| Effective Date | 9/1/09 |
| Tenure Area | Elementary |
| Certification | Reading Teacher |
| | Nursery, Kindergarten & Grades 1-6 |
| Original Elementary Tenure Date | 9/1/88 |
- E. Approve the appointment of Christina DiAntonio, Elementary School Reading Teacher: **M**
- | | |
|------------------------------------|----------------------------------|
| Date of Hire | 9/1/09 |
| Date of Appointment | 9/1/09 |
| 1 st of 3 Yr. Probation | 9/1/09 – 9/1/12 |
| Tenure Area | Reading |
| Certification | Childhood Education (Grades 1-6) |
| | Literacy (Birth – Grade 6) |
| Salary | \$41,000 |
- F. Approve the appointment of Erina Guilfoil, grant funded .5 Elementary School Universal Pre-Kindergarten Teacher: **M**
- | | |
|------------------------------------|---|
| Date of Hire | 9/1/09 |
| Date of Appointment | 9/1/09 |
| 1 st of 3 Yr. Probation | N/A |
| Tenure Area | N/A |
| Certification | Pre-Kindergarten, Kindergarten and Grades 1-6 |
| | Special Education |
| Salary | \$23,000 |
- G. Approve the Extra Curricular appointment of Alma Pellett, Intercultural Coordinator for the 2009-2010 school year. **M**
- H. Approve the BOCES Cooperative Bidding Resolution **M**
- I. Attendance at the NYSSBA Annual Convention & Education Trade Show, New York City, October 15-18, 2009. **D**

8:10

27. Meetings

- D. Board of Education Training on Electronic Board Packets
Williamson Central School District Office
July 22, 2009, 4:00 – 6:00 p.m.
- E. Finance Committee Meeting
Williamson Central School District Office, Conference Room
July 22, 2009, 6:00 p.m.
- F. Summer Board of Education Work Session

Dr. Pepper-Snapple Group, 4363 Route 104
August 10 & 11, 2009, 8:30 a.m. – 3:30 p.m.

8:15 28. Public Participation – (2 min. per speaker – 10 min. total on Agenda items)

I

8:25 29. Adjournment

M

KEY

I Information

D Discussion

M Motion