

BOARD OF EDUCATION
MARLBORO CENTRAL SCHOOL DISTRICT
July 7, 2011

REORGANIZATIONAL MEETING

LOCATION: M.I.S. CAFETERIA
TIME: 7:30 p.m.

A. Organization – 2011-12

1. Call to Order
2. Pledge to the Flag
3. Appointment of District Clerk
4. Oath of Office to District Clerk
5. Administration of Oath of Office to Board Member-Elects by District Clerk
6. Executive Session
7. Regular Session

B. RECOMMENDED ACTION

1. Nomination and Election of Board President for 2011-12
2. Nomination and Election of Vice-President for 2011-12
3. Appointments
 - a. District Treasurer
 - b. School Tax Collector for Towns of Marlborough and Plattekill
 - c. School Attorney – District, Labor Relations
 - d. School Physician
 - e. Claims Auditor
 - f. Internal Auditor
 - g. External Auditor
4. Designations
 - a. Bank
 - b. Newspaper
5. Regular Monthly Business Meetings
6. Central Treasurers – Extra-Curricular Funds
7. Payroll Certification Officer
8. Orange-Ulster School District Health Plan - Representative
9. Petty Cash Funds

10. Appointment of Records Management Officer
11. Asbestos Designees
12. Re-adoption of the Board of Education Policy Handbook
13. Budget Transfers
14. Adoption of the Textbook List
15. Appointment of Purchasing Agent
16. Code of Ethics
17. Mileage Reimbursement Rate
18. Title IX Compliance Officer
19. District Attendance Officer
20. Sick Bank Committee
21. Public Information Law: Appeal's Officer
22. Committees on Special Education
23. Orange-Ulster Board Delegate (to be appointed)
24. Authorization to Participate in Title & Grant Programs
25. Use of School Facilities – Supt. Of Schools or Designee
26. Impartial Hearing Officers
27. Superintendent's Conference/Staff Conferences
28. Committee Membership
Technology – Facilities – Student Liaison – Audit – Safety – Town of Marlborough

C. RECOGNITION OF DISTRICT RESIDENTS

D. EXECUTIVE SESSION – subject to Board approval

E. ADJOURNMENT

MARLBORO CENTRAL SCHOOL DISTRICT

MANUAL, AGENDA, NOTES and CODE OF ETHICS

for the

ANNUAL REORGANIZATIONAL MEETING

of the

MARLBORO BOARD OF EDUCATION

Thursday, July 7, 2011

7:30 p.m.

Cafeteria

Marlboro Intermediate School

Marlboro, New York 12542

Submitted by:

Raymond Castellani

Superintendent of Schools

A. ORGANIZATION – 2011-12

1. Call to Order
2. Pledge to Flag
3. Appointment of District Clerk

Resolved that the Board of Education appoints Irene M. Scaturro as District Clerk for the 2011-12 school year and that the District Clerk be bonded by St. Paul Travelers for July 1, 2011 to June 30, 2012 in the amount of \$500,000.

4. The Oath of Office is administered to the District Clerk by _____,
5. The District Clerk administers the Oath of Office to the Board Member Elects.
6. Executive Session

Resolved that the Board of Education enters into Executive Session to discuss particular persons at _____ p.m.

7. Regular Session

Resolved that the Board of Education return to regular session at _____ p.m.

B. RECOMMENDED ACTION

1. Nomination and Election of Board President for 2011-12

Resolved that the Board of Education appoints _____ as President of the Board of Education for the 2011-12 school year.

2. Nomination and Election of Vice-President for 2011-12

Resolved that the Board of Education appoints _____ as Vice-President of the Board of Education for the 2011-12 school year.

The District Clerk administers the Oath of Office to the newly elected President and Vice-President of the Board of Education for the 2011-12 school year.

3. Appointments

- a. Resolved that the Board of Education, appoints Suzanne Smith as District Treasurer for the 2011-12 school year and that the Treasurer be bonded by St. Paul Travelers for July 1, 2011 to June 30, 2012 in the amount of \$500,000.
- b. Resolved that the Board of Education, appoints Amy Ludwigson as District Tax Collector for the 2011-12 school year and that the Tax Collector be bonded by St. Paul Travelers for July 1, 2011 to June 30, 2012 in the amount of \$500,000.
- c. Resolved that the Board of Education, upon the recommendation of the Superintendent of Schools, appoints John Donoghue (Donoghue, Thomas, Auslander & Drohan) as General and Labor Relations Attorney of the Marlboro Central School District for the 2011-12 school year.
- d. Resolved that the Board of Education, upon the recommendation of the Superintendent, appoints Dr. J. Keith Festa as School Physician for the 2011-12 school year.
- e. Resolved that the Board of Education, upon the recommendation of the Superintendent, appoints Amy Ludwigson as Claims Auditor for the 2011-12 school year and that the Claims Auditor be bonded by St. Paul Travelers for July 1, 2011 to June 30, 2012 in the amount of \$500,000.
- f. Resolved that the Board of Education, upon the recommendation of the Superintendent, appoints Vanacore, DeBenedictus, Digovanni & Weddell, LLP, as Internal Auditor for the 2011-12 school year.
- g. Resolved that the Board of Education, upon the recommendation of the Superintendent, appoints Raymond G. Preusser/CPA, PC as External Auditor for the 2011-12 school year.

4. Designations

a. Banks

Resolved that the Board of Education adopts the following motion:

RESOLVED, that the funds of the Marlboro Central School District be deposited in the Bank of America and J. P. Morgan Chase, Key Bank and MBIA Municipal Investment Service Corp. to be drawn by check, note or acceptance to the Board signed by it:

District Treasurer: Suzanne Smith

Deputy Treasurer: Neysa T. Sensenig

who is authorized to make, endorse and assign checks, drafts, notes acceptances and other negotiable paper, also other paper documents whether in negotiable form or note, so signed shall be paid by said banks, hereby ratifying and approving all that said banks may do or cause to be done by virtue thereof.

Key Bank

Multi Fund

Capital Fund

Trap Rock Interest Account

Scholarship Award Accounts

Certificate of Deposits

Any Commercial Bank in New York

Investing

Bank of America

MBIA Municipal Investment Service Corp.

Key Bank

J. P. Morgan Chase

Notes

In accordance with Board Policy and New York State Law

b. Newspaper

Resolved that the Board of Education designates the Poughkeepsie Journal as the official legal newspaper of the District for the 2010-11 school year.

5. Regular Monthly Business Meetings

Resolved that the Board of Education sets the date of the regular monthly meeting as the third (3rd) Thursday of each month at 7:30 p.m.

6. Central Treasurers – Extra-Curricular Funds

Resolved that the Board of Education appoints Dorothy Rodriguez-Nelson and Dawn Schreiber as Central Treasurers of the Extra-classroom Activity Funds for the 2011-12 school year at the High School and Middle School respectively.

7. Payroll Certification Officer

Resolved that the Board of Education appoints the Superintendent of Schools as the person responsible to certify payroll.

8. Orange-Ulster School District Health Plan - Representative

Resolved that the Board of Education recognizes the Assistant Superintendent for Business as the school's representative on the Board of Directors for the Orange-Ulster School District Health Plan.

9. Petty Cash Funds

Resolved that the Board of Education authorizes the establishment of Petty Cash Funds in the amounts and with the persons responsible as listed below:

H.S. Principal's Office	High School Principal	\$100.00
H.S. Interscholastic	High School Principal	100.00
H.S. Cafeteria	Cafeteria Manager	55.00
M.S. Principal's Office	Middle School Principal	100.00
M.S. Cafeteria	Cafeteria Manager	25.00
Marl. Elem. Prin. Office	Marlboro Elem. Prin.	100.00
Marl. Elem. Cafeteria	Cafeteria Manager	25.00
Marl. Intermediate	Principal's Office	100.00
Marl. Intermediate	Cafeteria Manager	25.00
Milton Prin. Office	Milton Elem. Principal	100.00
Milton Cafeteria	Cafeteria Manager	10.00
M.H. Principal's Office	Middle Hope Elem. Prin.	100.00
M.H. Cafeteria	Cafeteria Manager	10.00
Business Office	District Treasurer	100.00
Tax Collector	Tax Collector	100.00

10. Appointment of Records Management Officer

Resolved that the Board of Education appoints the Assistant Superintendent for Business as Records Management Officer for the 2011-12 school year.

11. Asbestos Designees

Resolved that the Board of Education appoints Art Lange as Asbestos Designee for the Marlboro Central School District for the 2011-12 school year.

12. Re-adoption of the Board of Education Policy Handbook

Resolved that the Board of Education re-adopts the written policies as contained in the Board of Education Policy Handbook.

13. Budget Transfers – S330

Resolved that the Board of Education authorizes the Superintendent of Schools to make budget transfers as per provision of the Commissioner's Regulations, Section 170.2 (1).

14. Adoption of the Textbook List

Resolved that the Board of Education re-adopts the District' s Textbook List as per provisions of Education Law, Section 701 and 1709-4.

15. Appointment of Purchasing Agent

Resolved that the Board of Education appoints Debra Ann Pagano as Purchasing Agent for the District and that the Purchasing Agent be bonded by St. Paul Travelers for July 1, 2011 to June 30, 2012 in the amount of \$500,000.

16. Code of Ethics

Resolved that the Board of Education re-adopts the Code of Ethics governing the conduct of the Board Members.

17. Mileage Reimbursement Rate

Resolved that the Board of Education sets the mileage reimbursement rate to be consistent with the Internal Revenue Service rate.

18. Title IX Compliance Officer

Resolved that the Board of Education appoints the Middle Hope Elem. School Principal and the Assistant Supt. For Technology/Personnel as Title IX Compliance Officers for the 2011-12 school year.

19. District Attendance Officer

Resolved that the Board of Education appoints Assistant Supt. For Technology/Personnel as the District Attendance Officer for the 2011-12 school year.

20. Sick Bank Committee

Resolved that the Board of Education appoints the Assistant Superintendent for Business, and Assistant Supt. For Technology/Personnel to the Sick Bank Committee for the 2011-12 school year, representing the Board of Education.

- Teachers
- Para-professionals
- Operations and Food Service
- Secretarial

21. Public Information Law: Records Access Officer and Appeals Officer

Resolved that the Board of Education appoints the Assistant Superintendent for Business as Records Access Officer.

Resolved that the Board of Education appoints the Superintendent of Schools as Public Information Appeals Officer.

22. Committee on Special Education & Committee on Pre-School Special Ed.

RESOLVED that the Board of Education approves the following persons to the Committee on Special Education and the Committee on Pre-School Special Education for the 2011-12 school year.

CSE Members

Rosanne Messina – Chairperson and LEA Representative

Thomas Kulaga – Psychologist – Alternate Chairperson/LEA Representative

Amanda Kenney – Psychologist – Alternate Chairperson/LEA Representative

Roger Tumbarello, Ph.D. – Psychologist – Alternate Chairperson/LEA Rep.

Susan Johansson – Psychologist/Alternate Chairperson/LEA Representative

RoseAnne Collins-Judon – Principal - Administrative Member

Debra Clinton – Principal – Administrative Member

Scott Brown – Principal - 0 Administrative Member

Marie Toombs, Principal – Administrative Member

Patricia Walsh – Principal – Administrative Member

David Saulpaugh – Assist. Principal – Administrative Member

Darren Corsetti – Assist. Principal – Administrative Member

Bruce Cortalano – Assist. Principal – Administrative Member

Valerie Bardunias – Teacher Member

Katiellen Madden – Teacher Member

Nicole Roberts – Teacher Member

Kristina Vandemark – Teacher Member

Kerry McCarthy – Teacher Member

Andrea Garitta – Teacher Member
Stacia Devine – Teacher Member
Mary Ibsen – Teacher Member
Matt Canino – Teacher Member
Deborah Davidovits – Teacher Member
Lisa Falco – Teacher Member
Kelly Smith – Teacher Member
Donna Cerchia – Teacher Member
Cindy Retcho – Teacher Member
Beth Cassidy – Teacher Member
Colleen Schaefer – Teacher Member
John Morrissey – Teacher Member
Pamela Garitta – Teacher Member
Kaitlin Karabellas – Teacher Member
Kelly Montemorra – Teacher Member
Janice Smith – Teacher Member
Sarah Maouris – Teacher Member
Liz Mann – Teacher Member
Cathy Rogers Carroll – Teacher Member
Janice DeQuarto – Teacher Member
Beth Baker – Teacher Member
Alice Quirk – Teacher Member
Liza Logue – Teacher Member
Marie Mazza – Teacher Member
Nicole Hildebrand – Teacher Member
Kelli Messina – Teacher Member
Jeanine DeVogel – Teacher Member
Chris Weiss – Support Staff Member (O.T.)
Noreen Martinez – Support Staff Member (O.T.)
Keith Festa, M.D. – School Physician
Lisa Filocco – Social Worker
Candice Jordan – Guidance Counselor
Tony Tersillo – Guidance Counselor
Susan Smith – Guidance Counselor
Marcy Scaturro – Guidance Counselor
Darlene McLaughlin – Guidance Counselor

CPSE MEMBERS

Rosanne Messina – Chairperson/LEA Representative
Tom Kulaga – Psychologist/Chairperson/LEA Representative
Amanda Kenney – Psychologist/Chairperson/LEA Representative
Liza Logue – Teacher Member
Katiellen Madden – Teacher Member
Nicole Hildebrand – Teacher Member
Gail Minard – Teacher Member

Additionally, a Generic Unnamed Person who will be an appropriately licensed or certified professional who will participate in the evaluation of the child for whom services are being sought will be appointed to the CPSE.

23. Orange Ulster Board Delegate (to be appointed)

Resolved that the Board of Education appoints _____,
as the Orange Ulster School Boards Delegate for the 2011-12 school year.
Alternate.

24. Authorization to Participate in Title & Grants Programs

Resolved that the Board of Education authorizes the Superintendent of Schools to apply and participate in Title and Grant Programs for the school year 2011-12.

25. Use of School Facilities – Supt of Schools or Designee

Resolved that the Board of Education appoints the Superintendent of Schools or his/her designee as the person responsible for Use of School Facilities.

26. Impartial Hearing Officers

Resolved that the Board of Education approves the updated list of Impartial Hearing Officers as provided by the State Education Department and to delegate to the Superintendent the authority to choose from the list when an impartial hearing is necessitated.

27. Superintendent's Conference/Staff Conferences

Resolved that the Board of Education authorizes the Superintendent of Schools to approve conferences and approves the Superintendent of School's participation and staff member participation in school related conferences for the 2011-12 school year.

28. Committee Membership – Technology, Facilities, Student Liaison, Audit

Resolved that the Board of Education appoints _____ to the Technology Committee for the 2011-12 school year.

Alternate _____

Resolved that the Board of Education appoints (3) _____, _____, and _____ to the Facilities Committee for the 2011-12 school year.

Alternate _____

Resolved that the Board of Education appoints (1) _____ to the Student Liaison Committee for the 2011-12 school year.

Alternate _____

Resolved that the Board of Education appoints (3) _____, _____, and _____ to the Audit Committee for the 2011-12 school year.

Alternate _____

Resolved that the Board of Education appoints (1) _____, _____ to the Safety Committee for the 2011-12 school year.

Alternate _____

Resolved that the Board of Education appoints (2) _____, _____, to the Town of Marlborough Committee for the 2011-12 school year.

Alternate _____

C. RECOGNITION OF DISTRICT RESIDENTS

D. EXECUTIVE SESSION – subject to Board approval

E. ADJOURNMENT

RESOLVED that the Board of Education adjourn the meeting at _____ p.m.

Respectfully Submitted:

Raymond Castellani
Superintendent of Schools

