

North Colonie Central School District
Latham, New York 12110-5349

ANNUAL ORGANIZATIONAL MEETING
Thursday, July 7, 2011

7:30 p.m. Board of Education Meeting, SHS Media Center

- I. CALL TO ORDER - Clerk, of the Board of Education
- II. PLEDGE OF ALLEGIANCE
- III. VISITOR'S STATEMENT
- IV. Organization for the 2011-2012 academic year
 - A. Oath of office for newly elected members (O-1, O-2)
 - B. Election of officers and oath of office
 1. President (M-1, M-2,) Administer Oath (O-3)
 2. Vice President (M-3, M-4) Administer Oath (O-4)
 - C. Oath of Office
 1. Superintendent (O-5)
 - D. Appointments of Officers and Oath of Office (M-5)
 1. Clerk of the Board (O-6)
 2. District Treasurer (O-7)
 3. Deputy Treasurer (O-8)
 - E. Other Appointments: (M-6)
 1. School Physicians
 2. School Attorneys and Student Hearing Officer
 - a. District Attorney
 - b. Tax Certiorari Attorney
 - c. Special Education Attorney
 - d. Bond Counsel
 - e. Student Hearing Officer
 3. Attendance Officer
 4. Independent Auditor
 5. Records Access Officer
 6. Records Management Officer
 7. Asbestos (LEA) designee
 8. Interim Purchasing Agent
 9. Deputy Purchasing Agent
 10. Health Insurance, Third Party Administrator
 11. Workman's Compensation Carrier, Third Party Administrator
 12. Central Treasurers for ExtraClassroom Activity Accounts and/or Student Activity Accounts
 13. Title IX/Section 504 Hearing Officer
 14. Homeless Liaison Officer
 15. Insurance Carrier
 16. Appointing Authorities and Auxiliaries for Municipal Employment Record Information Tracking System (MERIT).

17. Claims Auditor
18. Internal Auditor
19. Title IX Compliance Officer for Students
20. Title IX Compliance Officer for Employees

F. Designations

1. Official Bank Depository
2. Proposed Meeting Dates for 2011-2012
3. Designation of Official Newspaper

G. Authorizations

1. Superintendent to Certify Payrolls
2. Superintendent to approve Non-Mandated Conferences, Staff conferences, conventions, workshops
3. Designation of Signature on Checks
4. Superintendent to Apply for *Grants in Aid*
5. School District Credit Card, Purchasing Cards and Cell Phones
6. Superintendent to Act on Behalf of the Board:
 - a) Filing necessary reports and forms
 - b) Approve and sign state and federal reports
7. Authorization for School Purchasing Agent to serve as sole purchasing authority

H. Official Undertakings (Bonded Individuals)

1. District Clerk
2. District Treasurer, Business Administrator
3. Deputy Treasurer
4. Central Treasurers for Student Activity Funds

I. Other Items (M-7)

1. Re-adoption of all Policies and Code of Ethics in effect July 1, 2011
2. Recommendation to approve a Resolution to confer benefits afforded under the Public Officers Law, Section 18.
3. Standard Work Day
4. Recommendation to approve Notary Publics for the 2011-12 school year.

IV. PRESENTATIONS

V. RECOMMENDED ACTIONS

A. OLD BUSINESS

B. NEW BUSINESS

1. Recommendations regarding Children with Disabilities for 2010-2011 and 2011-2012 as recommended by the District Committee on Preschool Special Education and recommendation for Students with Disabilities for 2010-2011 and 2011-2012 as recommended by the District Committee on Special Education. (M-8)
2. Recommendation to approve the contract with CSArch, PC for Architecture and Engineering Services pertaining to 2011-12 Transfer to Capital Fund Projects. (M-9)
3. Recommendation to approve the Memorandum of Agreement regarding an early retirement notice incentive by and between the North Colonie Central School District and the NCTA. (M-10)
4. Recommendation to approve the Certificate for Free and Reduced Price Meals or Free Milk for the 2011-12 school year. (M-11)
5. Recommendation to approve the lease with the YMCA, K-Care program for the 2011-12 school year. (M-12)
6. Recommendation to approve the addendum to the Spotted Zebra Learning Center 2010-11 contract. (M-13)
7. Recommendation to approve the contract with Spotted Zebra Learning Center for the 2011-12 school year. (M-14)
8. Recommendation to approve the contract with St. Colman's Home for one special education student for the 2011-12 school year. (M-15)

9. Recommendation to approve the agreement from Able Kids OT, LLC for an occupational evaluation for a student for the 2011-12 school year. (M-16)
10. Recommendation to approve the Children's Neuropsychological Services, PLLC for independent evaluations for the 2011-12 school year. (M-17)
11. Recommendation to approve disposal of obsolete textbooks. (M-18)
12. Recommendation to approve the mileage reimbursement rate increase effective July 1, 2011. (M-19)
13. Recommendation to approve the contract with St. Colman's Home for one special education student who is attending the summer 2011 program. (M-20)
14. Recommendation to approve the contract with the Anderson Center for Autism for one student attending the summer 2011 and 2011-12 school year programs. (M-21)
15. Recommendation to approve the resolution directing commencement of appeal on behalf of the District for a disabled student. (M-22)
16. Recommendation to carry unused vacation days for D. Joseph Corr, Superintendent of Schools into July and August 2011. (M-23)
17. Recommendation to approve the constitution and by-laws of the Shaker Junior High School Extra Curricular Activity Funds. (M-24)

C. COMMITTEE REPORTS

1. Audit
2. Budget
3. Community Board Relations
4. Curriculum
5. Employee Relations
6. Long-Range Planning
7. Policy: (25)

Adopt #6610 Fund Balance Policy in Accordance with GASB Statement No. 54, #8220 Emergency Pesticide/Herbicide Applications to School Fields and Playgrounds, #8220.E-1, Child Safe Playing Fields Act, and #8220.E-2 Summary of Pesticide Prohibition Requirements

Amend the following policies #6700 Purchasing, #8335 No Idling, #8410.0 Student Transportation, #8410.1 Use of School Buses,

Delete old policy 8410, replace with 8410.2 Transportation of Elementary Students to/from Other than Home Address

Delete old policy 8410, replace with 8410.3 Transportation of Secondary Students to/from Other than Home Address

Delete old policy 8413, replace with 8410.4 Transportation for Nonpublic School Students

Delete old policy 8414, replace with 8410.5 School Bus Safety

Delete old policy 5320, replace with 8410.6 Student Conduct on School Buses

Delete old policy 8414.5 and replace with 8336.0 Alcohol and Drug Testing of School Employees who possess a Commercial Driving License and Operate District Vehicle

8. Capital District School Board Association

VI. PERSONNEL ACTIONS - All items approved by the Superintendent (M-26)

VI. A. 1. Classified Resignations:

VI. ROUTINE BUSINESS

VI. A. 1. Classified Separation of Employment:

	Name	Position	Location	Effective Date
a.	Ashley, Justin	Teacher Aide	SJHS	6/23/11
b.	Roberts, Ryan	Teacher Aide	SHS	6/23/11
c.	Walker, Stacie	Teacher Aide	SHS	6/23/11
d.	Madigan, Rhonda	Secretary to Superintendent	CO	12/30/11 last day worked 12/31/11 first day of retirement

VI. A. 2. Certified Separation of Employment:

	Name	Position	Location	Effective Date
a.	Slosek, Lucy	Math Teacher - LT Sub	SHS	Rescind appointment (9/1/11-6/30/12)

VI. A. 3. At Will Employees (Hourly, Substitutes etc.) Separation of Employment:

	Name	Position	Location	Effective Date
a.	Becker, Dorothy	Noon aide	LR	6/24/11
b.	Castle, Carol	PT Clerk Typist	MW	6/30/11
c.	Connors, Amy	PT Clerk Typist	MW	6/30/11
d.	Delgado, Rachel	Substitute Teacher	DW	6/30/11
e.	Ellrott, Donna	Clerk/Typist	DW	6/30/11
f.	Cooper, Marcia	Substitute Nurse	MW	7/1/11
g.	Foley, Carey	Substitute Teacher	DW Elementary	6/30/11
h.	Hasel, Christina	Substitute Teacher	DW Elementary	6/8/11
i.	Kelley, Nicole	Substitute Teacher	DW Elementary	6/30/11
j.	Palaszynski, Donna	Noon Aide	SG	6/24/11
k.	Podgorski, Christine	Substitute Teacher	SJHS/SHS	6/30/11
l.	Russo, Kristina	Substitute Teacher	SJHS/SHS	6/30/11
m.	Strianese, Pamela	Substitute Teacher	DW Elementary	6/30/11
n.	Tronco, Gina	Substitute Teacher	DW Elementary	6/30/11
o.	Watson, Ray	Substitute Teacher	SJHS/SHS	8/31/11

VI. A. 4. Classified Appointments: Emergency Conditional**VI. A. 5. Classified Appointments****VI. A. 6. Classified Re-appointments: Emergency Conditional****VI. A. 7. Certified Appointments: Emergency Conditional****VI. A. 8. Certified Appointments:**

	Name	Position/Location	Replacing	Tenure Area	Certification	Salary	Effective Dates
a.	Galarneau, Stacy	Guidance Counselor/SHS	Jeanne Gracon	Guidance	School Counselor, Provisional	MA-4 Per NCTA contract	7/8/11 – 7/7/14
b.	Weed, Sarah	FACS Teacher .55 FTE	Patricia Battesh	Home Economics	FACS, Provisional	BA-2 Per NCTA contract	9/1/11 – 6/30/12

VI. A. 9. Certified Re-appointments: Emergency Conditional**VI. A. 10. At Will Employees (Hourly, Substitutes etc): Emergency Conditional****VI.A. 11. At Will Employees (Hourly, Substitutes etc):**

	Name	Position	Location	Salary	Effective Dates
a.	Castle, Carol	Sub Clerk Typist	DW	Per 2011-12 PT Wage Rate Schedule	7/1/2011
b.	Cooper, Marcia	Sub Nurse	DW	Per 2011-12 PT Wage Rate Schedule	7/1/2011
c.	Morgan, Jessie	Tutor, Level I	SHS	Per 2011-12 PT Wage Rate Schedule	6/27/11
d.	Ortiz, Christine	Keyboard Specialist (substituting as Secretary I)	LO	Per CSEA NI Contract	7/14 – 7/29/11

e.	Reynolds, Melissa	Substitute Teacher	DW Elementary	2010-11 PT Wage Rate Schedule	5/25/11
f.	Rinaldi, Jean	Elementary Building Assistant Seasonal Technology Help	LO/SG DW	Current CSEA rate 2011-12 PT Wage Rate Schedule	7/14 – 8/31/11 (max 10 additional days) 7/6 - 8/31/11 (max 20 days)
g.	Shea, Rebecca	Substitute Teacher	SJHS/SHS	2010-11 PT Wage Rate Schedule	6/15/11
h.	Tehan, Mary Ellen	Lock Changer	SJHS	2010-11 PT Wage Rate Schedule 2011-12 PT Wage Rate Schedule	6/24-6/30/11 7/1 – 9/7/11 estimated
i.	Torrisi, Jessica	Teacher Aide- Summer School	SHS	2010-11 PT Wage Rate Schedule	7/6 – 8/16/11
j.	Wray, Debra	Substitute Teacher	SJHS/SHS	2010-11 PT Wage Rate Schedule	6/15/11

VI. A. 12. At Will Employees (Hourly, Substitutes etc): Emergency Conditional Re-Appointments

VI. A. 13. Classified Transfers:

VIA. 14. Certified Transfers:

VIA. 15. Classified Unpaid Leaves:

VIA. 16. Certified Unpaid Leaves:

	Name	Position	Location	Effective Dates
a.	Slyer, John	Science Teacher	SJHS	5/27/11 (correction from 1 full day to ¼ day)
b.	Stanton, Kristin	Social Studies Teacher	SHS	9/6/11 – 10/30/11

VI. A. 17.

- a. Transportation Summer Employees (see J. Myers 6/10/11 memo)
- b. Substitute Teachers and Teacher Aides for Summer School (see J. Bongermimo 6/22/11 memo)
- c. Tutors (see J. Bongermimo 6/28/11 memo)
- d. Closing of Maplewood School (see J. Steele 6/21/11 memo)
- e. Dr. Rose Jackson (see D. Corr 6/22/11 memo)
- f. 2011-12 Coordinator or Continuing Education and Coordinator of Driver Education (see D. Corr 6/22/11 memo)
- g. 2011 Young Writers' Program – Board of Editors (see R. Jackson 7/1/11 memo)
- h. CPSE/CSE Chairperson (see D. Semo 6/27/11 memo)
- i. Coaching Recommendations (see E. Dopp 6/23/11 memo)
- j. 2011-12 Wage Rates, Part-time, Substitutes and Other Employees
- k. Appointment of SHS summer School Administrative Intern, Kathleen Smith, (see D. Arnone 6/21/11 memo)
- l. Revised Staffing for Summer Programs (see D. Semo 6/27/11 memo)
- m. Additional Appointment to Curriculum Development Workshop, S. Martin (see K. Skeals 6/23/11 memo)
- n. Additional Curriculum Development Workshop, OPALS (see K. Skeals 6/27/11 memo)

- o. Correction to Foreign Language Development Workshop (see K. Skeals 6/27/11 memo)
- p. Additional Curriculum Development Workshop, NWEA's CAPP Institute (see K. Skeals 6/27/11 memo)
- q. Appointment of Teachers to Summer Response to Intervention (RtI) Work (see K. Skeals 6/29/11)
- r. Graduate Credits Schedule No. 1.
- s. Position Changes (see J. Bongermino 6/30/11 memo)

VII. ROUTINE BUSINESS

A. BUSINESS OFFICE REPORT

- 1. BIDS: (M-27)
 - a. JHS and SHS Yearbook Publisher
 - b. Science Bid
 - c. Miscellaneous Groceries, Frozen Food, Paper, Beverage & Snack Bid
 - d. Milk Bid
 - e. Bagel Bid
 - f. Bread and Bread Products
 - g. Pizza Bid
 - h.. Touch Screen
 - i. Copy Paper Bid – White, Colors
 - j. Produce
- 2. BOCES Bill Adjustment, May 2011 (M-28)
- 3. Renewal Contracts 2011-12 (M-29)
 - a. Cooperative Agreement with Shenendehowa School, fuel purchase
 - b. Pittsfield Communications
 - c. Matthews Buses
 - d. Transportation Department, Blanket Purchase Orders 2011-12 school year
 - e. Capital Market Advisors, District's Dissemination Agent 2011-12 school year
 - f. Student Accident Insurance, Commercial Travelers Mutual Insurance Co.
 - g. Food Service Contracts 2011-12 school year
 - h. Instructional Technology, Blanket Purchase Orders 2011-12 school year
 - i. Renewal of Blackboard Connect Autodialing software
 - j. Renewal of Naviance Software Contract
 - k. Education City Software web subscription
 - l. Physical Education and Athletic Contracts 2011-12 school year.
 - m. OMNI as third party administrator for 403B program
- 4. Continuing Education Financial Statement, January 1 – June 30, 2011 (30)

B. MEETING MINUTES:

- a. Employee Relations Committee Meeting Minutes, June 16, 2011 (M-31)
Employee Relations and Long Range Planning Committee Meeting Minutes, June 20, 2011
Regular Meeting Minutes, June 20, 2011
- b. Community Board Relations, Employee Relations and Policy Committee Meeting Minutes, June 23, 2011 (M-32)

VIII. Adjourn (M-33)

- Thursday, July 21, 2011 7:30 p.m. Employee Relations Committee Meeting, Executive Session
Central Office, Conference Room
- Monday, August 1, 2011 7:30 p.m. Budget Committee Meeting, followed by Long Range Planning
Committee Meeting followed by Special Meeting
Central Office, Conference Room
- Monday, August 29, 2011 7:30 p.m. Regular Board Meeting
SHS Media Center

