

ORGANIZATIONAL AND REGULAR MEETING
OF THE BOARD OF EDUCATION – JULY 7, 2009

The Organizational and Regular Meeting of the Board of Education of the Johnson City Central School District, held in the Board Room of the Johnson City High School, 666 Reynolds Road, Johnson City, Broome County, New York was called to order by Trustee Martinez at 7:00 p.m. on Tuesday, July 7, 2009.

Trustee Martinez led the Pledge of Allegiance to the Flag.

Upon roll call, Board

Members present:

Susan B. Capone, Trustee
Shannon M. Edmondson, Trustee
Richard G. Martinez, Trustee
Nicholas J. Matyas, Trustee
Kimberly A. Michalak, Trustee
Caryl Ward, Trustee
William F. Walling, Trustee

Also present were: Mary Kay Frys, Superintendent of Schools; Thomas Lally, Assistant Superintendent; John Mauro, School Business Executive; Laurie Visgitus, Director of Special Services and Donna Tokos, Board Clerk.

ORGANIZATIONAL AGENDA

Superintendent Frys indicated the first order of business was the swearing in of the new Board Members, Shannon Edmondson and Kimberly Michalak, then the election of Board Officers for the 2009-2010 school year.

Superintendent Frys administered the Oath of Office to Board Members Edmondson and Michalak.

The position of President of the Board was open. Richard Martinez was nominated by Trustee Edmondson and seconded by Trustee Matyas and was elected to the position of President.

The position of Vice President of the Board was open. Shannon Edmondson was nominated by Trustee Walling and seconded by Trustee Capone and was elected to the position of Vice President.

The position of District Clerk of the Board was open. William Walling was nominated by Trustee Ward and seconded by Trustee Edmondson and was elected to the position of District Clerk.

Superintendent Frys administered the Oath of Office to President Martinez, Vice President Edmondson, and District Clerk Walling.

ORGANIZATIONAL AGENDA (Cont'd.)

President Martinez administered the Oath of Office to Superintendent Frys.

The above signed Oaths of Office are filed with the Clerk of the Board of Education, together with the signed Oaths of Office for Tax Collector, Treasurer, and Internal Claims Auditor.

A summation of the resolution concerning the election of officers and the appointments for the 2009-2010 school year are attached to and made part of these minutes.

ROUTINE MATTERS

MIN. 6/2309 MINUTES: June 23, 2009 Regular Meeting approved as presented.
REGULAR MOTION: Trustee Capone SECOND: Trustee Walling
MEETING CARRIED UNANIMOUSLY

SCHEDULE #27A - General Fund - APPROVED FOR PAYMENT
OF CLAIMS MOTION: Trustee Edmondson SECOND: Trustee Matyas
CARRIED UNANIMOUSLY
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#19C – School Lunch – APPROVED FOR PAYMENT
MOTION: Trustee Capone SECOND: Trustee Ward
CARRIED UNANIMOUSLY
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#25F – Special Aid - APPROVED FOR PAYMENT
MOTION: Trustee Edmondson SECOND: Trustee Walling
CARRIED UNANIMOUSLY
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#19HE - Capital Aid-EXCEL - APPROVED FOR PAYMENT
MOTION: Trustee Capone SECOND: Trustee Walling
CARRIED UNANIMOUSLY
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COMMUNI- There were no direct communications.
CATIONS

D. SEPTEMBER MEETING DATES MOTION: Trustee Capone SECOND: Trustee Matyas
 CARRIED UNANIMOUSLY
The Board approved the following meeting dates for September:
 September 8, 2009 Regular Board Meeting
 September 22, 2009 Regular Board Meeting
 September 1, 15 and 29, 2009 Reserved for Work Session

E. SALE/ DISPOSAL OF OBSOLETE EQUIPMENT MOTION: Trustee Edmondson SECOND: Trustee Walling
 The School Business Executive and various other departments have determined that obsolete equipment, no longer having a useful life in the district, be sold at a public sale to be held at the Transportation Complex on July 23 & 24, 2009.
RESOLVED, that the obsolete equipment, a copy of which is attached to the official resolution, be sold at a public sale to be held at the Transportation Complex on July 23 and 24, 2009. The remaining equipment after the sale will be recycled with the New York State C-7 registered electronics recycler or disposed of by the School Business Executive.
and it is further,
RESOLVED, that the School Business Executive and the Superintendent are hereby authorized to execute any documents which may be required to effect the result of this sale or disposal.
 Upon roll call the vote was as follows:
 Ayes: (7) Trustee Martinez, Edmondson, Walling, Capone, Matyas, Michalak, Ward
 Noes: (0) None
 Absent: (0) None
 Abstain: (0) None
President Martinez declared the resolution adopted.
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F. PERSONNEL - INSTRUC-TIONAL MOTION: Trustee Edmondson SECOND: Trustee Capone
 CARRIED UNANIMOUSLY
Upon the recommendation of the Superintendent of Schools, the Board approved the following:

Resignations

P. Fiacco Paul Fiacco, Mathematics, J.C. Elementary- Middle School (6-8), effective June 30, 2009

J. Guccia Joseph Guccia, Assistant Principal, J.C. Elementary-Middle School (6-8), effective June 30, 2009

N. Kurty Nicole Kurty, Elementary, J.C. Elementary-Middle School (3-5), effective July 1, 2009

F. PERSONNEL - Leave of Absence for Reason of Child-Rearing
 INSTRUC-
 TIONAL Hannah (Sconzo) Nower, Special Education, J.C. Elementary-Middle
 (Cont'd.) School (K-2), effective December 21, 2009, through April 9, 2010

H. Nower Probationary Appointments

D. Freeland Name: Diana Freeland
 Tenure Area: English
 Probationary Appt.: September 1, 2009
 Expiration Date of Appt.: September 1, 2012
 Certification: Uncertified

D. King Name: David King, Jr.
 Tenure Area: Special Education
 Probationary Appt.: September 1, 2009
 Expiration Date of Appt.: September 1, 2011
 Certification: Students with Disabilities Gr. 7-12
 (Social Studies) – Initial

L. Roma Name: Laura Roma
 Tenure Area: Teaching Assistant
 Probationary Appt.: September 1, 2009
 Expiration Date of Appt.: September 1, 2012
 Certification: Teaching Assistant Level One

Appointment

J. Guccia Joseph Guccia, Principal, J.C. Elementary-Middle School (6-8),
 effective July 1, 2009

Consultant Contracts

Beth Parks Physical Therapy
 (45 minutes/week; July 6, 2009, through August 14, 2009)
 (45 minutes/week September 9, 2009, through June 25, 2010)

M. Reva Reid Occupational Therapy
 (45 minutes/week; July 6, 2009, through August 14, 2009)
 (45 minutes/week; September 9, 2009, through June 25, 2010)

- G. PERSONNEL- MOTION: Trustee Capone SECOND: Trustee Edmondson
NONINSTRUC- CARRIED UNANIMOUSLY
TIONAL Upon the recommendation of the Superintendent of Schools, the Board approved the following:

Emergency Conditional Appointment Pending Clearance

- M. Cutting Marshall Cutting, Cleaner, Second Shift, High School,
effective July 16, 2009

Change in Classification and Salary

- E. Donlin Elaine Donlin from Typist, Clerical 2, 52 weeks, Main Office,
J.C. Elementary-Middle School (6-8) to Typist, Clerical 2, 42 weeks,
Guidance Dept., J.C. Elementary-Middle School (6-8),
effective August 31, 2009

- H. CONFERENCE MOTION: Trustee Capone SECOND: Trustee Edmondson
REQUESTS CARRIED UNANIMOUSLY
Upon the recommendation of the Superintendent of Schools, the Board approved the following conference requests:

7/12- NYAPT 2009 Annual Conference G. Hrostowski (Transp.)
7/14/09 Holiday Inn Wolf Road; Albany, NY

8/4- 2009 NYSAFLT Summer Institute J. Leip (6-8)
8/5/09 SUNY Oneonta Morris Conf. Center;
Oneonta, NY

8/5/09 2009 NYSAFLT Summer Institute M. Bedrin, K. S. Larnerd,
SUNY Oneonta Morris Conf. Center; E. Longo (HS)
Oneonta, NY

8/13- Beyond Fiscal Crisis; How to Build J. Mauro (Admin.)
8/14/09 Relationships and Leverage Opportunities;
Cornell University; Ithaca, NY

- I. BUILDINGS & MOTION: Trustee Walling SECOND: Trustee Matyas
GROUNDS CARRIED UNANIMOUSLY
REQUESTS Upon the recommendation of the Superintendent of Schools, the Board approved the following buildings and grounds requests:

Tennis Charities of Binghamton (courts) 8/5 – 8/16/09 8:00 a.m. – 8:00 p.m.
JCHS 2 Tennis Courts for Practice (bleachers) 8/4 – 8/16/09
[Practice at JCHS tennis courts & portable bleachers for use at Rec. Park]

- I. BUILDINGS & GROUNDS REQUESTS (Cont'd.)
- Village of JC Dissolution Study Committee 8/10/09
JCHS Auditorium 7:00-10:00 p.m.
[public hearing]
 - Music Booster Club – Meetings 8/24, 9/14, 10/19, 11/16/09;
JCHS Small Cafeteria 1/5, 2/10, 3/8, 4/12, 5/10, 6/7/10
5:00-8:00 p.m.
 - US Soo Bahk Do Moo Duk Kwan Federation 10/17/09
JC E-M K-8 Gyms 7:00 a.m. – 5:00 p.m.
[conduct karate testing for 200-250 students]
- J. FIELD TRIP REQUESTS
- MOTION: Trustee Edmondson SECOND: Trustee Walling
CARRIED UNANIMOUSLY
Upon the recommendation of the Superintendent of Schools, the Board approved the following field trip requests:
- High School Wildcat Camp – C. Brennan, S. Burchill, A. Case
- 7/10/09 Northside Park, JC
 - 7/15/09 Midway Bowling Lanes, Vestal
 - 7/23/09 Home Depot, JC
 - 7/24/09 Northside Park, JC
 - 8/5/09 Regal Cinemas, Binghamton
[alt. date 8/6/09]
 - 8/13/09 Chenango Valley State Park, Chenango Forks
[alt. date 8/14/09]
- K. BOARD OPEN DISCUSSION
- The Board discussed the following:
- Feedback received regarding graduation 2009 at BU
 - Open positions
 - Comptroller’s Office audit results
 - Home teaching
- L. VISITORS
- There were visitors in attendance, but no one asked to address the Board.
- M. REGULAR MEETING ADJOURNED
- MOTION: Trustee Capone SECOND: Trustee Matyas
CARRIED UNANIMOUSLY
The Regular Meeting adjourned at 9:15 p.m.

Donna Tokos
Board Clerk

BOARD ORGANIZATIONAL AND REGULAR MEETING
OF THE BOARD OF EDUCATION - July 7, 2009

Johnson City Central School District

Superintendent Frys read the list of nominees for each office for 2009-2010 and asked if there were any further nominations from the floor. There was only one nominee for each office.

I. APPOINTMENT OF OFFICERS:

MOTION: Trustee Capone
CARRIED UNANIMOUSLY

SECOND: Trustee Matyas

A. DISTRICT TREASURER

RESOLVED that **Christine Srnka** is appointed District Treasurer.

B. DEPUTY TREASURER

RESOLVED that **Mary Choynowski** is appointed Deputy Treasurer.

C. TAX RECEIVER

RESOLVED that **Mary Choynowski** is appointed District Tax Receiver for the Towns of Maine, Chenango, Dickinson and Union.

D. CENTRAL TREASURER - Activity Funds

RESOLVED that **Martha Williams** is appointed High School Central Treasurer-Activity Funds and **Jody Phillips** is appointed Middle School Central Treasurer-Activity Funds.

E. INTERNAL CLAIMS AUDITOR

RESOLVED that **Timothy Bates** is appointed Internal Claims Auditor.

II. OTHER APPOINTMENTS

MOTION: Trustee Edmondson

SECOND: Trustee Capone

A. SCHOOL PHYSICIANS

RESOLVED that services will be provided by **United Health Services**.

B. SCHOOL ATTORNEY

RESOLVED that legal services will be provided by **Coughlin & Gerhart and Hogan, Sarzynski, Lynch, Surowka & DeWind**.

C. CENSUS ENUMERATOR

RESOLVED that **Laurie Visgitus** is appointed Census Enumerator.

D. ATTENDANCE OFFICER

RESOLVED that **Laura Toner** is appointed Attendance Officer.

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II. OTHER APPOINTMENTS (Cont'd.)

E. AUDIT COMMITTEE

RESOLVED that the Audit Committee is comprised of the following members with the following terms:

Richard Martinez - July 1, 2007 – June 30, 2010
Susan Capone - July 1, 2008 – June 30, 2011
Caryl Ward - July 1, 2009 - June 30, 2012

F. INDEPENDENT EXTERNAL AUDITOR

RESOLVED that independent external auditor services will be provided by **Ciaschi-Dietershagen-Little-Mickelson & Company, LLP.**

G. INTERNAL AUDITOR

RESOLVED that internal auditor services will be provided by **Cwynar & Company.**

H. EXTRACLASSROOM ACTIVITIES AUDITOR

RESOLVED that **Timothy Bates** is appointed Extraclassroom Activities Auditor.

I. RECORDS ACCESS OFFICER

RESOLVED that **Laurie Visgitus** is appointed Records Access Officer.

J. RECORDS RETENTION & DISPOSITION OFFICER

RESOLVED that **Laurie Visgitus** is appointed Records Retention and Disposition Officer.

K. DISTRICT COMPLIANCE OFFICER (Sexual Harassment and Antidiscrimination)

RESOLVED that **Thomas Lally** is appointed District Compliance Officer.

L. POLICY MANUAL MAINTENANCE OFFICER

RESOLVED that **Mary Kay Frys** or designee is appointed Policy Manual Maintenance Officer.

M. ASBESTOS DESIGNEE

RESOLVED that **John A. Mauro** is appointed Asbestos Designee.

N. EMERGENCY COORDINATOR AND DISASTER DESIGNEE

RESOLVED that **John A. Mauro** is appointed Emergency Coordinator and Disaster Designee.

O. HEALTH AND SAFETY OFFICER

RESOLVED that **John A. Mauro** is appointed Health and Safety Officer.

P. INTEGRATED PEST MANAGEMENT COORDINATOR

RESOLVED that **John A. Mauro** is appointed Integrated Pest Management Coordinator.

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II. OTHER APPOINTMENTS (Cont'd.)**Q. LIAISON FOR HOMELESS CHILDREN AND YOUTHS**

RESOLVED that **Laurie Visgitus** is appointed Liaison for Homeless Children and Youths.

R. CREDIT CARD LIMITS

RESOLVED that the following are credit card limits:

<u>Name on Card</u>	<u>Issued By</u>	<u>Max. Limit</u>
Mary Kay Frys	Chase	\$60,000.00
John A. Mauro	Chase	\$60,000.00
Johnson City CSD	Sunoco	\$ 500.00
Johnson City CSD	Exxon	\$ 500.00

III. DESIGNATIONS

MOTION: Trustee Edmondson SECOND: Trustee Matyas
CARRIED UNANIMOUSLY

A. OFFICIAL BANK DEPOSITORIES

RESOLVED that the following Banks are designated as the official depositories:

HSBC, N.A.	Chase Manhattan
Chemung Canal Trust Co.	NBT
M & T Bank	

B. REGULAR MONTHLY MEETINGS

RESOLVED that the 2nd and 4th Tuesdays are designated as the official times for the regular meetings of the Board of Education. Regular Board Meetings shall begin at 7:00 p.m. Visitors will be allowed to question and/or comment.

C. OFFICIAL NEWSPAPER

RESOLVED that *The Press & Sun-Bulletin* is designated as the Official Newspaper.

IV. AUTHORIZATIONS

MOTION: Trustee Matyas SECOND: Trustee Edmondson
CARRIED UNANIMOUSLY

A. CHIEF SCHOOL OFFICER TO CERTIFY PAYROLLS

RESOLVED that **Superintendent Mary Kay Frys** is authorized as Chief School Officer to certify payrolls.

B. SCHOOL BUSINESS EXECUTIVE AS SCHOOL PURCHASING AGENT

RESOLVED that **John A. Mauro**, School Business Executive is authorized as School Purchasing Agent. In his absence, **Thomas Lally**, Assistant Superintendent is designated to sign purchase orders as needed.

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IV. AUTHORIZATIONS (Cont'd.)

C. AUTHORIZATION TO ESTABLISH PETTY CASH FUNDS

RESOLVED that establishment of the following petty cash funds are authorized:

Johnson City Senior High School – J. O'Donnell	\$ 50.00
Johnson City Middle School - J. Guccia	\$ 50.00
Johnson City Intermediate School – P. Kucko	\$ 50.00
Johnson City Primary School – D. Erickson	\$ 50.00
Central Administration – J. Mauro	\$100.00

D. AUTHORIZED SIGNATURE OR FACSIMILE ON CHECKS

RESOLVED that **Christine Srnka**, District Treasurer, is designated to sign, or use a facsimile to sign, all payroll and other checks. In her absence, **Mary S. Choynowski** is designated to sign payroll and other checks as needed.

E. DESIGNATION OF AUTHORIZED SIGNATURE ON SCHOOL LUNCH PURCHASE ORDERS

RESOLVED that **Patrick Walsh**, School Lunch Manager, is designated to sign all school lunch purchase orders. In his absence, **John A. Mauro**, School Business Executive, is designated to sign as needed.

F. TRANSFER OF FUNDS - Authorization for Superintendent to make Inter-fund Transfers up to \$5,000.00 Commissioner's Regulations, Section 170.2(1)

RESOLVED that **Superintendent Mary Kay Frys** is authorized to make Inter-fund transfers up to \$5,000.00 (Commissioner's Regulations Section 170.2(1)).

G. DESIGNATION OF AUTHORIZED SIGNATURE ON FEDERAL PROJECT PURCHASE ORDERS

RESOLVED that **John A. Mauro**, School Business Executive is designated to sign all federal project purchase orders. In his absence, **Thomas Lally**, Assistant Superintendent, is designated to sign as needed.

H. DESIGNATION OF AUTHORIZED SIGNATURE ON CAPITAL PROJECT PURCHASE ORDERS

RESOLVED that **John A. Mauro**, School Business Executive, is designated to sign all capital project purchase orders. In his absence, **Mary Kay Frys**, Superintendent, is designated to sign as needed.

E. STAFF ATTENDANCE AT CONFERENCES

RESOLVED that the Superintendent of Schools is authorized to approve requests from the Instructional and Noninstructional staff to attend conferences, institutes and workshops when the estimated expenditures do not exceed \$1,000.00 and it is within budgetary allocations for the 2009-2010 school year.

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V. OFFICAL UNDERTAKINGS (BONDING)

MOTION: Trustee Capone SECOND: Trustee Walling
CARRIED UNANIMOUSLY

RESOLVED that the bonding of the District Treasurer & District Tax Receiver is authorized as follows:

District Treasurer - \$100,000.00
District Tax Receiver - \$100,000.00

VI. OTHER ITEMS

MOTION: Trustee Edmondson SECOND: Trustee Capone
CARRIED UNANIMOUSLY

A. ADOPTION OF POLICY ADDITIONS AND CHANGES

RESOLVED that any Board Policy additions and changes as submitted to the Board July 1, 2009 are adopted.

B. READOPTION OF ALL BOARD POLICIES

RESOLVED that all Board Policies in effect during the school year 2009-2010 are readopted.

C. ESTABLISH MILEAGE REIMBURSEMENT RATE

RESOLVED that the maximum rate allowed by IRS without being declared income is established.

D. GROUP BIDS

RESOLVED that the District is authorized to participate in group bids with BOCES, other school districts, Broome County and other municipalities.

William F. Walling, District Clerk

Donna Tokos, Board Clerk