

July 6, 2010

The Organizational Meeting was held in the high school library. Board members in attendance were Elizabeth Macfarlane, Michael Clark, Fred Hutchinson, Francis Iaconetti, David O'Connor, and James Toteno; as well as Board members elect Gail Day and Melony Spock. Ms. Day and Ms. Spock will not be able to offer nominations or vote on motions until they have taken the oath of office.

Also present were Cheryl A. Nuciforo, Superintendent; Dr. Jean Scheriff, Director of Pupil Services; Diane T. Malecki, Business Administrator; and John Thorsen, high school Co-Principal.

Following the Pledge of Allegiance, the Board took the following action.

John Wapner was nominated by duly sworn Board members to act as the Temporary Chairperson of the meeting.

TEMPORARY
CHAIRPERSON

John Wapner then called the meeting to order at 6:32 p.m.

CALL TO ORDER

Motion by David O'Connor, seconded by Melony Spock, that the Board of Education appoint Rosemary E. Klugo as District Clerk for the Chatham Central School District for the 2010-2011 fiscal year. **Motion Carried 9-0**

DISTRICT CLERK

John Wapner, Temporary Chairperson, administered the Oath of Office to the newly appointed District Clerk, Rosemary E. Klugo.

OATH OF OFFICE

The District Clerk administered the Oath of Office to newly elected Board members Gail Day and Melony Spock.

OATH OF OFFICE

Motion by James Toteno, seconded by Melony Spock, that the Board of Education elect sole nominee John Wapner as President of the Board of Education to serve for the 2010-2011 fiscal year. **Motion Carried 9-0**

BOARD PRESIDENT

The District Clerk administered the Oath of Office to the newly elected Board President. Mr. Wapner then assumed the role of Chairperson for the remainder of the Organizational Meeting.

OATH OF OFFICE

MEETING CHAIRPERSON

Motion by David O'Connor, seconded by Fred Hutchinson, that the Board of Education elect sole nominee Elizabeth Macfarlane as Vice President of the Board of Education to serve for the 2010-2011 fiscal year. **Motion Carried 9-0**

VICE PRESIDENT

The District Clerk administered the Oath of Office to the newly elected Board of Education Vice President.

OATH OF OFFICE

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The District Clerk administered the Oath of Office to Cheryl A. Nuciforo, Superintendent of Schools, Chatham Central School District.

OATH OF OFFICE

Motion by Elizabeth Macfarlane, seconded by James Toteno, that the Board of Education accept the Consensus Agenda of the July 6, 2010 Organizational Meeting, as written.

CONSENSUS AGENDA

Motion Carried 9-0

The Consensus Agenda consists of:

That the Board of Education authorize the Superintendent to appoint voting officials for the 2010-2011 school year.

APPOINT VOTING
OFFICIALS

That the Board of Education appoint the following individuals to the designated position:

DESIGNATED DISTRICT
POSITION

Treasurer David Hodgkinson
Deputy Treasurer Michele Haley
Records Retention Lisa Coons
Purchasing Agent Diane T. Malecki
Freedom of Information Officer Diane T. Malecki
Title IX Coordinator Jean Scheriff
Automatic External Defibrillator Coordinator: Jean Scheriff
Homeless Children Liaison Jean Scheriff
Chemical Hygiene Officer Diane Malecki
Property Control Manager Lauren Phillips
Local Education Agency Asbestos Designee:

Patrick Curry

Sexual Harassment Compliance Officers: John Thorsen &
Diane T. Malecki

School Attorney: Keith Flint from the Flint Law Firm

Labor Attorney: Donald E. Budmen from the law firm
of Ferrara, Fiorenza, Larrison, Barrett & Reitz, PC

Special Education Attorney: Ken Ritzenburg from the law
firm of Young, Sommer...LLC

External Auditor: Sickler, Torchia, Allen, Churchill, CPA,
PC

Internal Risk Assessment Auditor: Marvin & Company

Claims Auditor: Teri Zehentner

School Physician: Dr. Lawrence Greitzer

School Dentist : TBD

School Attendance Officer: Michele Haley

Code of Ethics Committee: Jean Scheriff, JoAnn Nard,
David J. Levy

High School Central Treasurer: Debi Layton (stipend \$1500)

Middle School Central Treasurer: Lauren Phillips (stipend
\$1500)

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That the Board of Education designate the following as official bank depositories for the Chatham Central School District:

First Niagara Commercial Bank
Bank of America (Chatham Branch)
Bank of Greene County (Chatham Branch)
National Union Bank of Kinderhook (Chatham Branch)
Chase Bank (formerly JP Morgan Chase Bank)
NY Class (formerly MBIA Class)
HSBC
Citizens Bank
NBT Bank
TD Banknorth

OFFICIAL BANKS

That the Board of Education designate the following as official newspapers for the Chatham Central School District:

Chatham Courier Newspaper
Register Star Newspaper
The Columbia Paper

OFFICIAL NEWSPAPERS

That the Board of Education adopt the following Board of Education meeting dates for the 2010-2011 fiscal year:

2010 August 10 & 24	2011 January 11 & 25
September 14 & 28	February 8
October 12 & 26	March 8 & 22
November 9 & 30	April 12 & 26
December 14	May 10
	May 17 (ANNUAL BUDGET VOTE)
	May 24
	June 14 & 28
	July 5
	(ORGANIZATIONAL MEETING)

BOARD OF EDUCATION
MEETING DATES

Certification of Payrolls: That the Board of Education authorize the Superintendent and/or her designee to certify the official payrolls of all certified and classified personnel.

CERTIFICATION OF
PAYROLLS

Employ Temporary Employees: That the Board of Education authorize the Superintendent to employ personnel on a temporary basis and to set the appropriate wages for such personnel.

TEMPORARY EMPLOYEES

Purchase and Consult Professional Services for Professional Development: That the Board of Education authorize the Superintendent to consult with professionals and purchase professional services as necessary to carry out the District professional development program.

PROFESSIONAL
DEVELOPMENT

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Establishment of Petty Cash Funds: That the Board of Education authorize the establishment of petty cash accounts, and designate responsible individuals, as follows:

District Office \$100 Patricia Juliano
High School \$50 Debi Layton
Middle School \$50 Pamela Verenazi
Elementary School \$50 Colleen Dodge
Transportation Office \$50 Lawrence Dreher

PETTY CASH FUNDS

Federal Grant Applications: That the Board of Education authorize the Superintendent to sign federal grant applications for the 2010-2011 fiscal year.

FEDERAL GRANTS

Temporary Investments: That the Board of Education authorize the District Treasurer to temporarily invest surplus funds for the District in accordance with Board of Education investment policy.

TEMPORARY
INVESTMENTS

Budget Transfers: That the Board of Education authorize the Superintendent and/or School Business Administrator to make budget transfers as necessary throughout the year according to Board policy.

BUDGET TRANSFERS

Health Services Contracts: That the Board of Education authorize the Superintendent to approve payment of health services provided to Chatham students who attend parochial/private schools located outside the district during the 2010-2011 school year, in accordance with Section 912 of the State Education Law.

HEALTH SERVICES
CONTRACTS

Tax Collection: That the Board of Education designate Lauren Phillips as District Tax Collector for the 2010-2011 school year.

TAX COLLECTION

Receipt of Funds: That the Board of Education authorize the School Business Administrator, Treasurer, and Tax Collector to receive funds on behalf of the District.

RECEIPT OF FUNDS

Authorized Signatures: That the Board of Education authorize the following signatures for the District:

AUTHORIZED
SIGNATURES

Michele Haley & David Hodgkinson – authorized signature for safe deposit box, checking accounts, and all savings accounts.

Patricia Juliano – authorized signature for safe deposit box and all savings accounts, except student activities accounts.

Mileage Reimbursement: That the Board of Education authorize mileage reimbursement at the rates designated by the IRS for the 2010-2011 school year.

MILEAGE
REIMBURSEMENT

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Conferences, Conventions, Workshops Attendance (General Municipal Law 77-b): that the Board of Education authorize the Superintendent or her designee to approve staff attendance at conferences, conventions and workshops appropriate to District staff professional development.

CONFERENCES

Faithful Performance of Duty: That the Board of Education authorize, through the District's liability insurance, employee "Faithful Performance of Duty" coverage at the following levels:

FAITHFUL
PERFORMANCE OF DUTY

All Employees = \$1,000,000 per employee
District Treasurer = \$4,000,000
District Deputy Treasurer = \$4,000,000
Tax Collector = \$4,000,000
School Business Administrator \$1,000,000
HS Central Treasurer - \$1,000,000
MS Central Treasurer - \$1,000,000

District-Owned Cell Phones: That the Board of Education approve the following list of job titles requiring district-owned cell phones and contracts for their purchase for the 2010-2011 school year in accordance with Use of Cell Phones Policy #8332:

CELL PHONES

All School District Administrators (7)
Superintendent of Buildings and Grounds
Buildings & Grounds Senior Typist
District Courier
Food Service Supervisor
Transportation Supervisor
Maintenance Mechanic (4)
Building Head Custodian (3)
Technology Integration Instructor
Network Systems Engineer
Network Systems Support Aide

Student Activities Account: That the Board of Education authorize the following to sign for the student activities account:

STUDENT ACTIVITIES
ACCOUNT

High School:
John Thorsen - Administrator
Debi Layton - High School Central Treasurer
Middle School:
Larry Burud - Administrator
Lauren Phillips - Middle School Central Treasurer

Motion by Melony Spock, seconded by James Toteno, that the Board of Education approve **R. 3** as follows: **BE IT RESOLVED** that the policies and code of ethics of the Board of Education continue in force for the 2010-2011 fiscal year unless duly modified. **Motion Carried 9-0**

POLICIES & CODE OF
ETHICS

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Motion by James Toteno, seconded by Francis Iaconetti, that the Board of Education approve **R. 4** as follows: **BE IT RESOLVED** that the Board of Education adopt the Records Retention and Disposition Schedule ED-1, as published by the New York State Bureau of Archives.

Motion Carried 9-0

RECORDS RETENTION

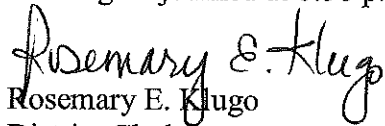
Motion by Melony Spock, seconded by Michael Clark, that the Board of Education adjourn the July 6, 2010

Organizational Meeting

Meeting Adjourned at 6:58 p.m.

Motion Carried 9-0

ADJOURNMENT


Rosemary E. Klugo
District Clerk