

November 24, 2009

President John Wapner called the meeting to order at 6:40 p.m. The meeting was held in the high school library. Board members in attendance were Elizabeth Macfarlane, Vice President; Michael Clark, James Toteno, David O'Connor, Melony Spock, and Francis Iaconetti. Denise Dapice and Fred Hutchinson were absent.

Also attending were Cheryl Nuciforo, Superintendent; Dr. Jean Scheriff, Director of Pupil Services; John Thorsen, High School Co-Principal; and Kristen Reno, Elementary School Principal.

The audience consisted of members of the community and newspaper reporters.

Following the Pledge of Allegiance, the Board conducted the following business.

Motion by Melony Spock, seconded by James Toteno, that the Board of Education appoint Darci Ordway as District Clerk Pro-temp for the remainder of the meeting. **Motion Carried 7-0**

DISTRICT CLERK PRO-TEMP

Motion by David O'Connor, seconded by Michael Clark, that the Board of Education approve the present agenda as written, or amended. **Motion Carried 7-0**

APPROVE AGENDA

No public comments were offered.

Superintendent Nuciforo informed the Board and community members of the proposed capital project. The discussion included information regarding the timeline of the project, the vote and the criteria used in the decision-making process.

CAPITAL PROJECT

Superintendent Nuciforo informed the Board and community members about the current exemptions income guidelines and the current participation.

TAX EXEMPTIONS

Superintendent Nuciforo informed the Board of the absentee rate at the District-wide level and the comparisons to previous years in relation to the impact of H1N1 illnesses. Ms. Nuciforo discussed the success of the on-site vaccination clinics held in each building.

H1N1 UPDATE

Ms. Nuciforo reviewed with the Board the financial reserves currently in place and the proposed reserves and their purposes.

FINANCIAL RESERVES

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Motion by Francis Iaconetti, seconded by Melony Spock, that the Board of Education approve **R. 33 BE IT RESOLVED** that the Board of Education accept the October 19, 22, 26, 27, 30, November 4, 16, 17, and 18, 2009 recommendations of the Committee on Special Education, and the October 30, November 5, 16,17, and 18, 2009 recommendations of the Committee on Pre-school Special Education. **Motion Carried 7-0**

CSE/PSE  
RECOMMENDATIONS

Motion by James Toteno, seconded by Francis Iaconetti, that the Board of Education approve **R. 34 BE IT RESOLVED** that the Board of Education grant tenure to Victoria Mantell in the area of Teaching Assistant, effective December 14, 2009.

TENURE – V.MANTELL

**Motion Carried 7-0**

Motion by Michael Clark, seconded by Elizabeth Macfarlane, that the Board of Education approve **R. 35 BE IT RESOLVED** that the Board of Education approve the 8<sup>th</sup> grade class trip to Washington, D.C. on May 18, 19 and 20, 2010.

8<sup>th</sup> GRADE WASHINGTON,  
DC FIELDTRIP

**Motion Carried 7-0**

Motion by David O'Connor, seconded by Melony Spock, that the Board of Education approve **R. 36 BE IT RESOLVED** that the Board of Education accept the Federal Awards audit for the year ended June 30, 2009. **Motion Carried 7-0**

FEDERAL AWARDS AUDIT

Motion by Elizabeth Macfarlane, seconded by James Toteno, that the Board of Education approve **R.37**

CAPITAL CONSTRUCTION  
PROGAM

**WHEREAS**, The Chatham Central School District Board of Education, wishes to approve work as itemized in the attached Capital Construction Program dated November 25, 2009 with SED Project Numbers 10-10-01-04-0-002-015, 10-10-01-04-0-003-017, 10-10-01-04-0-005-012 and 10-10-01-04-4-007-007

**WHEREAS**, the New York State Education Department (SED) relinquished the lead agency status to the Board of Education by revising Commissioner of Education Regulation 8 NYCRR Section 155.9 while this action was before the SED;

**WHEREAS**, the Board of Education is lead agency for coordinated review under SEQR pursuant to Section 617-6 of Title 6 of the NYCRR

**WHEREAS**, the work itemized in the Capital Construction Program is of a reconstruction or renovation and involving additions with no change in the square footage of the existing structure or facility by more than 10,000 square feet;

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**NOW BE IT RESOLVED**, that the Board of Education, acting as lead agency pursuant to the State Environmental Quality Review Act considers the work to have no significant environmental impact and requires no further review under SEQR. Thus, the work is classified a Type II Action. The Board of Education further directs the Superintendent to cause the Negative Declaration to be filed and noticed in accordance with the applicable provisions of law.

**Motion Carried 7-0**

Motion by David O'Connor, seconded by James Toteno, that the Board of Education approve **R. 38 BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE CHATHAM CENTRAL SCHOOL DISTRICT** that a special meeting of the qualified voters of the School District be and the same is hereby called to be held in the Mary E. Dardess Elementary School gymnasium on Tuesday, January 12, 2010 from 9:00 a.m. until 9:00 p.m. prevailing time for the purpose of voting on the following propositions:

**SPECIAL MEETING/VOTE  
APPROVAL January 12, 2010**

**PROPOSITION #1**

Shall the Board of Education be authorized to: (1) construct additions to and reconstruct various school buildings, including site work thereat, and acquire original furnishings, equipment, machinery or apparatus required for the purpose for which such buildings are to be used, at a maximum aggregate cost of \$4,217,283; (2) expend such sum for such purpose; (3) expend \$1,105,578 from the Capital Reserve Fund for the portion of the project at the High School and Elementary School; (4) levy the necessary tax there fore, to be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education taking into account the amount expended from the Capital Reserve Fund and State aid and federal grants received; and (5) in anticipation of the collection of such tax, issue bonds and notes of the District at one time or from time to time in the principal amount not to exceed \$3,111,705, and levy a tax to pay the interest on said obligations when due?

**PROPOSITION #2**

If Proposition #1 is approved by the voters, shall the Board of Education be authorized to: (1) replace the High School football field lighting and poles, at a maximum aggregate cost of \$320,000; and (2) expend such sum from the Capital Reserve Fund for such purpose?

PLEASE TAKE FURTHER NOTICE, that the aforesaid Propositions shall appear on the ballot labels of the voting machines in the following abbreviated form:

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**PROPOSITION #1**

Shall the Board of Education be authorized to construct additions to and reconstruct various school district buildings and acquire equipment at a maximum cost of \$4,217,283, expend \$1,105,578 from the Capital Reserve Fund, and, taking into account the amount expended from the Capital Reserve Fund, State aid and federal grants, levy a tax to be collected in annual installments in the sum of not more than \$3,111,705 (plus the interest due on any District obligations), with District obligations to be issued in anticipation thereof?

**PROPOSITION #2**

If Proposition #1 is approved by the voters, shall the Board of Education be authorized to replace the High School football field poles and lights at a maximum cost of \$320,00, and expend such sum from the Capital Reserve Fund?

**BE IT FURTHER RESOLVED**, that the vote upon such proposition shall be by machine or absentee ballot. The hours during which the polls shall be kept open shall be from 9:00 a.m. to 9:00 p.m. prevailing time or for as long thereafter as necessary to enable qualified voters who are in the polling place at 9:00 p.m. to cast their ballots.

**BE IT FURTHER RESOLVED**, that personal registration of voters is required either pursuant to Section 2014 of the Education Law or Article 5 of the Election Law and no person shall vote whose name does not appear on the register of the School District. If a voter has heretofore registered pursuant to Section 2014 of the Education Law and has voted at an annual or special district meeting within the last four (4) calendar years, he or she is eligible to vote at this meeting; if a voter is registered and eligible to vote under Article 5 of the Election Law, he or she is also eligible to vote at this meeting. All other persons who wish to vote must register.

**BE IT FURTHER RESOLVED**, that the Board of Registration shall meet in the lobby of the Mary E. Dardess Elementary School on Thursday, December 10, 2009 from 4:00 p.m. until 8:00 p.m., prevailing time, and on Tuesday, January 5, 2010 from 4:00 p.m. until 8:00 p.m., prevailing time, to prepare the register of voters of the School District. Any person who has not currently registered under the permanent personal registration by the last date found on such registers or list furnished by the Board of Elections, and has not voted at an intervening election, must, in order to be entitled to vote, present himself personally for registration.

**BE IT FURTHER RESOLVED**, that the register prepared by the Board of Registration shall be filed in the office of the District Clerk, 50 Woodbridge Avenue, Chatham, New York, and shall be open for inspection immediately upon its completion by any qualified voter of the School District during regular office hours on each business day until the date of the vote.

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**BE IT FURTHER RESOLVED**, that absentee ballots may be applied for at the office of the District Clerk. Applications for absentee ballots must be received by the District Clerk at least seven days prior to the vote if the ballot is to be mailed to the voter, or on or prior to January 11, 2010, if the ballot is to be delivered personally to the voter. Absentee ballots must be received by the District Clerk not later than 5:00 p.m. on January 12, 2010. A list of all persons to whom absentee ballots shall have been issued will be available in the office of the District Clerk during regular office hours until the day of the vote. Any qualified voter may, upon examination of such list, file a written challenge of the qualifications as a voter of any person whose name appears on such list, stating the reasons for the challenge.

**BE IT FURTHER RESOLVED**, that the District Clerk is hereby authorized and directed to publish a notice of such meeting in two newspapers of general circulation within the School District, four (4) times within the seven (7) weeks next preceding such School District meeting, the first publication to be at least forty-five (45) days prior to the date of the meeting.

**BE IT FURTHER RESOLVED**, that the School District Clerk is hereby authorized to amend the Notice of the Proposition Vote, et al., from time to time, as in her discretion such amendment may be necessary.

**BE IT FURTHER RESOLVED**, that this resolution takes effect immediately upon its adoption.

Motion by David O'Connor, seconded Elizabeth Macfarlane, that the Board of Education approve, **R. 39** **BE IT RESOLVED**, that the CHATHAM CENTRAL SCHOOL DISTRICT establish a Retirement Contribution Reserve Fund to be funded and administered pursuant to the provisions of Section 6-r of the General Municipal Law. **Motion Carried 7-0**

RETIREMENT RESERVE  
FUND

Motion by James Toteno, second David O'Connor, that the Board of Education approve **R.40** **BE IT RESOLVED**, that the CHATHAM CENTRAL SCHOOL DISTRICT establish an Unemployment Insurance Payment Reserve Fund to be funded and administered pursuant to the provisions of Section 6-m of the General Municipal Law. **Motion Carried 7-0**

UNEMPLOYMENT RESERVE  
FUND

Motion by David O'Connor, seconded Michael Clark, that the Board of Education approve **R.41** **BE IT RESOLVED**, that the CHATHAM CENTRAL SCHOOL DISTRICT establish a Workers' Compensation Reserve Fund to be funded and administered pursuant to the provisions of Section 6-j of the General Municipal Law. **Motion Carried 7-0**

WORKERS COMPENSATION  
RESERVE FUND

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Motion by David O'Connor, seconded Elizabeth Macfarlane, that the Board of Education approve **R. 42 BE IT RESOLVED** that the Board of Education approve the License and Support Agreement with Capital Computer Associates, Inc. for the Win Cap Accounting software and support system. **Motion Carried 7-0**

LICENSE AND SUPPORT  
AGREEMENT-CAPITAL  
COMPUTER ASSOCIATES

Motion by David O'Connor, seconded Elizabeth Macfarlane, that the Board of Education approve **R. 43 BE IT RESOLVED** that the CHATHAM CENTRAL SCHOOL DISTRICT transfer the following amounts from its Unappropriated Fund Balance to the Retirement Contribution Reserve Fund, the Unemployment Insurance Payment Reserve Fund, and the Workers' Compensation Reserve Fund:

TRANSFER FUNDS TO  
RESERVES

(1) \$371,248.72 - To the Retirement Contribution Reserve Fund

(2) \$448,443.60-To the Unemployment Insurance Payment Reserve Fund

(3)\$221,096.00-To the Workers' Compensation Reserve Fund

**BE IT FURTHER RESOLVED** that the CHATHAM CENTRAL SCHOOL DISTRICT reallocate from its Unappropriated Fund Balance, to the Reserve for Tax Certiorari, the Reserve For Employee Benefits/Accrual Reserve (EBLAR), and the Capital Reserve Fund, from the final June 30, 2009 fiscal year, to the July 1, 2009-June 30, 2010 fiscal year, audited amounts of:

1) \$225,587.92-To the Reserve for Tax Certiorari

(2) \$1,971,160.06-To the Reserve for Employee Benefits/Accrual Reserve (EBLAR)

(3) \$1,425,578.48-To the Capital Reserve Fund

With \$1,620,072.64 then remaining in the Un-appropriated Funds Balance. **Motion Carried 7-0**

Motion by David O'Connor, seconded Melony Spock, that the Board of Education approve **R. 44 BE IT RESOLVED** that the Board of Education accept the Consensus Agenda of the November 24, 2009 Board meeting, as written. **Motion Carried 7-0**

CONSENSUS AGENDA

That the Board of Education accept the minutes of the October 27 and November 10, 2009 Board of Education meetings.

MINUTE APPROVAL

November 24, 2009

*Please note: All appointments are contingent upon NYSED clearance from the fingerprint supported criminal background check, as required by Chapter 180 of the Laws of 2000.*

That the Board of Education appoint Ann Dobert, who holds initial certification in the area of mathematics 7-12 to a 1.0 FTE appointment, effective on or about December 27, 2009 through June 30, 2010, on Bachelors, step 1, at a pro-rated annual salary of \$40,217.00.

APPOINTMENT-ANN DOBERT

That the Board of Education appoint Judith Wright, who holds professional certification in the area of childhood education to a 1.0 FTE appointment, effective on or about November 30, 2009 through March 15, 2010, on Masters, step 5, at a pro-rated annual salary of \$45,622.00.

APPOINTMENT- JUDITH  
WRIGHT

That the Board of Education appoint Richard Fiero as per diem substitute bus driver, effective November 13, 2009, at an hourly rate of \$15.35.

APPOINTMENT-RICHARD  
FIERO

That the Board of Education appoint Paula Matthews as per diem substitute bus driver, effective November 16, 2009, at an hourly rate of \$15.35.

APPOINTMENT- PAULA  
MATTHEWS

That the Board of Education appoint Peter M. Minahan as 7/8 Girls' Basketball Coach for the 2009-2010 sports season, pending receipt of his temporary coaching license, at a contractual stipend of \$1,517.00.

APPOINTMENT- PETER  
MINAHAN

That the Board of Education appoint the following per diem substitutes, effective November 25, 2009:

APPOINTMENT-PER DIEM  
SUBSTITUTES

Eileen "Ivy" Cote Fairbrother, teacher,  
Emily Tuczinski, teacher  
Jessica Oehlke, teacher  
Lauren McComb, teacher

That the Board of Education appoint David Hodgkinson as full-time interim treasurer, effective November 30, 2009 through February 26, 2010, at a pay rate of \$200.00 per day.

APPOINTMENT- DAVID  
HODGKINSON-INTERM  
TREASURER

November 24, 2009

That the Board of Education approve payment to the following contractors for capital project improvement services :

Brownell Electric Corp., in the amount of \$21,564.29  
Collett Mechanical, Inc., in the amount of \$18,050.00  
Ferrari & Sons, Inc., in the amount of \$44,964.35  
BCI Construction, Inc., in the amount of \$12,750.00

APPROVE PAYMENT

That the Board of Education approve the following change orders in connection with the capital improvement project:

#01-10 for Ferrari & Sons, Inc. in the amount of \$12,992.91 MED finishing items.  
#04-05 for Brownell Electric in the amount of \$2,408.00 for MED finishing items.

APPROVE CHANGE ORDER-  
CAPITAL PROJECT

That the Board of Education approve the budget transfers dated October 23, 2009 and November 6, 2009.

BUDGET TRANSFERS

That the Board of Education approve the Claims Auditor's reports for the month of October, 2009.

CLAIMS AUDITOR REPORT

That the Board of Education accept the budget comprehensive status and revenue status reports for the General Fund, School Lunch Fund, Federal Fund, Capital Fund, and Treasurer's Report for the month of October, 2009.

BUDGET AND REVENUE  
REPORT

The Finance Committee has not met this month.

FINANCE COMMITTEE

The Audit Committee met on 11/11/09 to review the risk assessment and the internal and external auditor contracts.

AUDIT COMMITTEE

The Library Committee has not met.

LIBRARY COMMITTEE

The Policy Committee had a 1<sup>st</sup> reading of the educational neglect policy number 5461.

POLICY COMMITTEE

The Facilities Committee is meeting on an ongoing basis.

FACILITIES COMMITTEE

The Liaison Committee met recently to review future agendas and will meet again on 1/10/10.

LIAISON COMMITTEE

The Bi-County School Boards Committee is actively restructuring to address current issues.

BI-COUNTY SCHOOL  
BOARD COMMITTEE

November 24, 2009

The Board of Education anticipates the need for an executive session to discuss the employment history of a particular person leading to the appointment, promotion or discipline of a particular person or corporation

Motion by James Toteno, seconded by Elizabeth Macfarlane, to appoint Cheryl Nuciforo as District Clerk Pro-temp for the remainder of the meeting.

DISTRICT CLERK  
PRO-TEMP

**Motion Carried 7-0**

Motion by James Toteno, seconded by Elizabeth Macfarlane, to enter executive session.

EXECUTIVE SESSION

**Motion Carried 7-0**

Time entered executive session 7:17pm

Motion by Elizabeth Macfarlane, seconded by James Toteno, to return to Open Session.

OPEN SESSION

**Motion Carried 7-0**

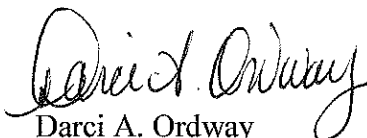
Time returned to Open Session 8:59 pm

Motion by Francis Iaconetti, seconded by James Toteno, that the Board of Education adjourn the November 24, 2009 Business meeting.

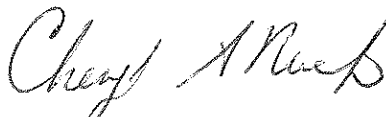
ADJOURNMENT

**Motion Carried 7-0**

Time adjourned 9:00 pm.



Darci A. Ordway  
District Clerk Pro-Temp



Cheryl A. Nuciforo  
District Clerk Pro-Temp