

PULASKI ACADEMY AND CENTRAL SCHOOL
TOWNS OF RICHLAND, SANDY CREEK AND ALBION

Date: July 2, 2018
Where Held: District Office
Kind of Meeting: Reorganizational/Regular
Presiding Officer: Chris Todd/Joel Southwell

Board Members Present: Joel Southwell
Bill Wood
Darcy McCarty
Todd Masuicca
Joe McGrath
Travis Rice
Absent: Tom Tighe

Others in Attendance: Kristen Foland, Sarah Starbird, Teresa White, Lisa Sheeley, James Sheeley, Charlee Marthia, Bob Lyng, Patrick Vrooman, Chris Maneely

1. Meeting called to order by Interim Superintendent Todd at 5:32 PM.
2. Pledge of Allegiance
3. Annual Organizational Items
 - a) Appoint District Clerk for 2018-2019 school year.

Moved by Mr. McGrath and seconded by Ms. McCarty to appoint Pamela McCrobie as District Clerk for the 2018-2019 school year.

Vote: Yes: 6 No: 0 Motion: Carried
 - b) District Clerk administers oath of office to newly elected board members, Mr. Joel Southwell, Mr. Todd Masuicca and Mr. Bill Wood
 - c) Nominations and election of President of the Board for the 2018-2019 school year.

Motion was made by Mr. Woods and seconded by Ms. McCarty to nominate Mr. Joel Southwell for the 2018-2019 Board of Education President.

Vote: Yes: 6 No: 0 Motion: Carried
 - d) Nominations and election for Vice President of the Board for the 2018-2019 school year.

Motion was made by Mr. Southwell and seconded by Mr. Masuicca to nominate Mr. Bill Woods for the 2018-2019 Board of Education Vice President.

Vote: Yes: 6 No: 0 Motion: Carried
 - e) District Clerk administers oath of office to the new Board Officers for the 2018-2019 school year.

President Southwell continues the meeting.

4. Appointments and Designations 2018-2019

Teresa White
TBD

District Treasurer/Check Signer
Deputy Treasurer

- | | |
|---|---|
| Heather Coffman | Tax Collector |
| Heather Coffman | Payroll Clerk |
| Barbara Pulvermiller | Internal Claims Auditors |
| Pulaski Health Center | School Physician |
| Bond, Schoeneck & King, Bethany Centrone | School Attorney |
| Hiscock & Barclay | Bond Council |
| Fiscal Advisors & Marketing, Inc. | School Municipal Bond Advisors |
| Stackel & Navarra | External Auditor |
| Amber Walton | Extracurricular Activities Treasurer |
| Thomas Jennings | Records Access Officer |
| Thomas Jennings | Records Management Officer |
| Pamela McCrobie | Medicaid Compliance Officer |
| Director of Facilities | Asbestos Designee |
| Kristen Foland | Title IX Officer |
| Mike Bateson & Kristen Foland | Sexual Harassment Officers |
| Pulaski Administrators | Dignity Act Coordinators |
| Kristen Foland | 504 Officer |
| Thomas Jennings | Privacy Officer |
| Thomas Jennings & Sarah Starbird | Purchasing Agent(s) |
| Barbara Pulvermiller | Attendance Officer |
| Thomas Jennings & Sarah Starbird | Certification of Payrolls |
| Thomas Jennings & Sarah Starbird | Federal Aid Contact |
| Thomas Jennings & Sarah Starbird | School Lunch Signers |
| Donna Stenson | Cook in Charge |
| Thomas Jennings & Sarah Starbird | Contract Signers |
| Community Bank, NA | Official Depository |
| NYClass | Investment Depository |
| Salmon River News | Official Newspaper |
| Darcy McCarty, Thomas Jennings & Sarah Starbird | Group Benefit Trust Fund Committee Members |
| Orville Boden | Group Benefit Trust Consultant |
| Teresa White & Sarah Starbird | Group Benefit Trust Fund Check Signers |
| Thomas Jennings & Sarah Starbird | CNY Health Insurance Board of Directors |
| Thomas Jennings & Sarah Starbird | OCM Workers Compensation Board of Directors |

Moved by Mr. McGrath and seconded by Mr. Masucca to approve the appointments and designations for the 2018-2019 school year as presented.

Vote: Yes: 6 No: 0 Motion: Carried

5. Authorizations

- a) Authorize Superintendent to approve conferences, conventions and workshops
- b) Authorize Superintendent to advance funds for Board conferences
- c) Authorize Superintendent to approve budget transfers
- d) Authorize Business Official to approve bus leases
- e) Authorize Board Vice President to sign documents in the absence of President

Moved Ms. McCarty and seconded by Mr. Wood to approve the authorizations as presented.

Vote: Yes: 6 No: 0 Motion: Carried

6. Establish Petty Cash Funds

- a) Athletics \$40
- b) District Office \$100
- c) Tax Collector \$75
- d) HS Office \$100
- e) School Lunch \$100
- f) Transportation \$175

Moved by Ms. McCarty and seconded by Mr. McGrath to establish petty cash funds as recommended.

Vote: Yes: 6 No: 0 Motion: Carried

7. Adopt IRS rate for mileage reimbursement

Moved by Mr. Masuicca and seconded by Mr. Rice to adopt the IRS rate for mileage reimbursement.

Vote: Yes: 6 No: 0 Motion: Carried

8. Re-adoption of all policies and codes in effect during the previous year.

Moved by Mr. Wood and seconded by Mr. McGrath to re-adopt all policies and codes in effect during the previous year.

Vote: Yes: 6 No: 0 Motion: Carried

9. Time & Day(s) of monthly Board of Education meetings

Pulaski Middle - Senior High School Library
(unless otherwise stated)

6:30 P.M. - Regular Meeting
(unless otherwise stated)

JULY 2, 2018 – Re-organizational/ Regular Meeting (District Office) – 5:30 P.M.

JULY 31, 2018 – Regular Meeting/Workshop – (District Office) – 5:30 P.M.

AUGUST 14, 2018 (District Office) – 5:30 P.M.

SEPTEMBER 11, 2018

OCTOBER 9, 2018

NOVEMBER 13, 2018

DECEMBER 11, 2018

JANUARY 8, 2019

JANUARY 22, 2019 - Workshop

FEBRUARY 12, 2019

MARCH 12, 2019

APRIL 9, 2019

APRIL 24, 2019 (BOCES VOTE - Wednesday)

MAY 14, 2019

JUNE 11, 2019

Moved by Mr. Rice and seconded by Mr. Masuicca to approve the time and days of monthly Board of Education meetings.

Vote: Yes: 6 No: 0 Motion: Carried

10. Action Items

- a) 2018-2019 Cooperative Purchasing
- b) 2018-2019 Generic Purchasing
- c) 2018-2019 Food and Cafeteria Supplies Purchasing
- d) Disposal of Surplus Property
- e) 2018-2019 School Lunch Prices

Moved by Mr. McGrath and seconded by Mr. Wood to approve the Action Items as presented.

Vote: Yes: 6 No: 0 Motion: Carried

11. Personnel Items

a) Employee Resignation

Name	Position	Effective Date
Rebecca Burdick	Bus Driver	6/15/18
Mandy Morgan	Account Clerk	6/29/18
Lisa Seymour	Cleaner	6/9/18
Marty Griffith	Bus Driver	8/31/18
Miranda Haines	Teacher	7/2/18

Moved by Mr. McGrath and seconded by Mr. Masuicca to approve the Employee Resignations as presented.

Vote: Yes: 6 No: 0 Motion: Carried

b) Administrative Appointments

Name	Position	Effective Date
Patrick Vrooman	Middle School Principal	TBD
James Sheeley	Director of Facilities II	TBD

Moved by Mr. McGrath and seconded by Mr. Rice to table the Administrative Appointments.

Vote: Yes: 6 No: 0 Motion: Carried

c) Instructional Appointments

Name	Position	Effective Date
Robert Lyng	Elementary Teacher	9/4/18
Heather Williams	Elementary Teacher	9/4/18

Moved by Mr. Masuicca and seconded by Ms. McCarty to approve the Instructional Appointments as presented.

Vote: Yes: 6 No: 0 Motion: Carried

d) Extra Assignment Appointments

Name	Position	Effective Date
Kristen Tambs	CSE Chair – PK-4	18-19
Rachel Olsen	CSE Chair – 5-8	18-19
Evan Tambs	CSE Chair – 8-12	18-19
Machell Jones	Teacher Mentor	17-18
Stacey Walton	Teacher Mentor	17-18
Machell Jones	Teacher Mentor Coordinator	18-19

Moved by Mr. Masuicca and seconded by Ms. McCarty to approve the Extra Assignment Appointments as presented.

Vote: Yes: 6 No: 0 Motion: Carried

e) Employee Contract Agreements

Name	Position	Effective Date
Michael Bateson	High School Principal	7/1/2018
Joelle Hendry	Elementary School Principal	7/1/2018
Sarah Starbird	Business Manager	7/1/2018
Teresa White	Treasurer	7/1/2018

Moved by Mr. McGrath and seconded by Mr. Rice to approve the Employee Contract Agreements as presented.

Vote: Yes: 6 No: 0 Motion: Carried

f) Permanent Appointment Recommendation

Name	Position	Effective Date
Teresa White	Treasurer	July 2, 2018

Moved by Ms. McCarty and seconded by Mr. Masuicca to approve the Permanent Employee Recommendation as presented.

Vote: Yes: 6 No: 0 Motion: Carried

g) Substitute Appointments

Name	Position	Effective Date
Amy Smith	Bus Monitor	7/2/18

Moved by Mr. McGrath and seconded by Mr. Wood to approve the Substitute Appointments as presented.

Vote: Yes: 6 No: 0 Motion: Carried

12. Special Education Items

- a) CSE Recommendations
- b) CPSE Recommendations

Moved by Mr. Masuicca and seconded by Mr. Wood to approve the Special Education Items as presented.

Vote: Yes: 6 No: 0 Motion: Carried

13. Discussion Items

a) BOCES Lease Agreement

Mr. Todd stated that the locker rooms in the elementary school were part of the original lease discussion and were needed for office space. BOCES would be responsible for removing the lockers and would re-install them when the space was no longer being used per the lease. Mr. Todd said that he is ready to start moving tomorrow. The use of this space was necessary and if it is not able to be used, they would have to adjust the lease by \$17,000. Mr. McGrath voiced concern about the fact that the locker rooms were not going to be available for the use of Physical Education classes to change in or for sports teams that need to use them. Mr. Todd said that currently the locker rooms are being used for storage and have not been used for changing. Discussion ensued regarding the appropriate age for students to be changing for P.E. It was decided that the Board would look at the locker rooms and make a determination regarding BOCES using that or using other space in the building for offices.

14. Adjourn Regular Meeting for the purpose of entering into Executive Session at 6:04 P.M. for Personnel Items.

Moved by Mr. Wood and seconded by Ms. McCarthy to enter into Executive Session.

Vote: Yes: 6 No: 0 Motion: Carried

15. Motion to return to Regular Session at 6:55 P.M. made by Mr. Masucca and seconded by Mr. McGrath.

Vote: Yes: 6 No: 0 Motion: Carried

16. Administrative Appointments

Name	Position	Effective Date
Patrick Vrooman	Middle School Principal	TBD
James Sheeley	Director of Facilities II	TBD

Motion made by Mr. McGrath and seconded by Ms. McCarty to approve Patrick Vrooman as Middle School Principal.

Vote: Yes: 6 No: 0 Motion: Carried

Motion made by Mr. Wood and seconded by Mr. Masucca to approve James Sheeley as Director of Facilities II.

Vote: Yes: 6 No: 0 Motion: Carried

17. Adjourn

Motion made by Mr. Masucca and seconded by Mr. Rice to Adjourn at 6:58 P.M.

Vote: Yes: 6 No: 0 Motion: Carried

Respectfully Submitted,

Pamela J. McCrobie
District Clerk