

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

Date: July 5, 2016 Kind of Meeting: Reorganizational  
Where Held: District Office Presiding Officer: Brian Hartwell

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

Others Present  
Brian Hartwell, Pamela McCrobie, Sheilla Roth, Kristen Foland, Meg Woods

1. Meeting called to order by Superintendent Hartwell at 4:56 p.m.
2. Pledge of Allegiance
3. Annual Organizational Items
  - a) Appoint District Clerk for 2016-2017 school year.  
  
 Motion: Move to appoint Pamela McCrobie as District Clerk for the 2016-2017 school year.  
  
 Moved by Mr. Southwell, seconded by Mr. Hefti to appoint Pamela McCrobie as District Clerk for the 2016-2017 school year.  
  
 Vote: Yes 6 No 0 Motion carried.
  - b) District Clerk administers oath of office to newly elected board members, Mr. Joe McGrath, and Mrs. Darcy McCarty.
  - c) Nominations and election of President of the Board for the 2016-2017 school year.  
  
 Motion was made by Mr. Bill Wood and seconded by Mrs. Darcy McCarty to nominate Mr. Joel Southwell as the 2016 - 2017 Board President.  
  
 Vote: Yes 6 No 0 Motion carried.
  - d) Nominations and election for Vice President of the Board for the 2016-2017 school year.  
  
 Motion was made by Mrs. Darcy McCarty and seconded by Mr. Todd Masuicca to nominate Mr. Bill Wood as the 2016 – 2017 Board Vice-President.  
  
 Vote: Yes 6 No 0 Motion carried.
  - e) District Clerk administers oath of office to the new Board Officers for the 2016-2017 school year.

Board President continues the meeting.

4. **Appointments and Designations 2016-2017**

Sarah Starbird

District Treasurer/Check Signer

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

Motion: Move to approve the appointments and designations for the 2016-2017 school year as presented.

Moved by Mrs. McCarty and seconded by Mr. Masuicca to approve the appointments and designations for the 2016-2017 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 Manager to approve bus leases
- e) Authorize Board Vice President to sign documents in the absence of President

Motion: Move to approve the authorizations as presented.

Moved by Mr. Wood, seconded by Mr. Hefti 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) Vending Machines \$108
- g) Transportation \$175

Motion: Move to establish petty cash funds as recommended.

Moved by Mr. Wood and seconded by Mr. Masuicca to establish petty cash funds as recommended.

Vote: Yes 6 No 0 Motion carried.

7. Adopt IRS rate for mileage reimbursement

Motion: Move to adopt the IRS rate for mileage reimbursement.

Moved by Mr. Hefti and seconded by Mrs. McCarty to adopt the IRS rate for mileage reimbursement as presented.

Vote: Yes 6 No 0 Motion carried.

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

Motion: Move to re-adopt all policies and codes in effect during the previous year.

Moved by Mr. Masuicca and seconded by Mr. Hefti 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

Motion: Move to approve the time and days of monthly Board of Education meetings.

Moved by Mrs. McCarty and seconded by Mr. Hefti to approve the time and days of monthly Board of Education Meetings.

Vote: Yes 6 No 0 Motion carried.

JULY 5, 2016 – Re-organizational Meeting (District Office) – 5:00 P.M.

JULY 26, 2016 (District Office) – 5:00 P.M.

AUGUST 23, 2016 (District Office) – 5:00 P.M.

SEPTEMBER 13, 2016

OCTOBER 11, 2016

NOVEMBER 8, 2016

DECEMBER 13, 2016

JANUARY 10, 2017

FEBRUARY 15, 2017 (Wednesday)

MARCH 14, 2017

APRIL 11, 2017

APRIL 24, 2017 (BOCES Vote - Monday)

MAY 9, 2017

JUNE 13, 2017

10. Personnel Items

- a) Non-Instructional Appointments
 

Renee Garvin	Typist	Effective 7/5/2016
Donna Denny	Bus Driver	Effective 7/5/2016
Patricia Stewart	Bus Driver	Effective 7/5/2016
Don Rice	Bus Driver	Effective 7/5/2016

Motion: Move to approve the Non-Instructional Appointments as presented.

Moved by Mr. Masuicca and seconded by Mr. Wood to approve the Non-Instructional Appointments as presented.

Vote: Yes 6 No 0 Motion carried.

11. Special Education Items

Motion: Move to approve the Special Education Items as presented.

Moved by Mrs. McCarty and seconded by Mr. Hefti to approve the Special Education Items as presented.

Vote: Yes 6 No 0 Motion carried.

12. Adjourn Regular Meeting

Motion: Move to adjourn the Regular Meeting at 5:18 p.m.

Moved by Mr. Masuicca and seconded by Mr. Wood to adjourn the Regular Meeting at 5:19 p.m.

Vote: Yes 6 No 0 Motion carried.

Motion to move into Executive Session at 5:19 p.m.

Moved by Mrs. McCarty and seconded by Mr. Hefti to move into Executive Session at 5:19 p.m.

Vote: Yes 6 No 0 Motion carried.

13. Executive Session