

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

Date: July 6, 2017  
Where Held: District Office  
Kind of Meeting: Reorganizational  
Presiding Officer: Brian Hartwell/Joel Southwell

Board Members Present: Joel Southwell  
Bill Wood  
Darcy McCarty  
Todd Masuicca  
Joe McGrath  
Travis Rice  
Absent: None

Others in Attendance: Kristen Foland

1. Meeting called to order by Superintendent Hartwell at 5:30 PM.
2. Pledge of Allegiance
3. Annual Organizational Items
  - a) Appoint District Clerk for 2017-2018 school year.  
  
Moved by Mr. Wood and seconded by Mr. Southwell to appoint Pamela McCrobie as District Clerk for the 2017-2018 school year.  
  
Vote: Yes: 7                  No: 0                  Motion: Carried
  - b) District Clerk administers oath of office to newly elected board member, Mr. Travis Rice and Mr. Tom Tighe
  - c) Nominations and election of President of the Board for the 2017-2018 school year.  
  
Motion was made by Mr. Woods and seconded by Mr. McGrath to nominate Mr. Joel Southwell for the 2017-2018 Board of Education President.  
  
Vote: Yes: 7                  No: 0                  Motion: Carried
  - d) Nominations and election for Vice President of the Board for the 2017-2018 school year.  
  
Motion was made by Mr. McGrath and seconded by Mr. Southwell to nominate Mr. Bill Woods for the 2017-2018 Board of Education Vice President.  
  
Vote: Yes: 7                  No: 0                  Motion: Carried
  - e) District Clerk administers oath of office to the new Board Officers for the 2017-2018 school year.

President Southwell continues the meeting.

4. Appointments and Designations 2017-2018

Sarah Starbird  
Kelly Groff

District Treasurer/Check Signer  
Deputy Treasurer

Teresa White	Tax Collector
Teresa White	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
Brian Hartwell	Records Access Officer
Brian Hartwell	Records Management Officer
Pamela McCrobie	Medicaid Compliance Officer
Paul Etz	Asbestos Designee
Kristen Foland	Title IX Officer
Mike Bateson & Kristen Foland	Sexual Harassment Officers
Pulaski Administrators	Dignity Act Coordinators
Kristen Foland	504 Officer
Brian Hartwell	Privacy Officer
Brian Hartwell & Business Official	Purchasing Agent(s)
Barbara Pulvermiller	Attendance Officer
Brian Hartwell & Business Official	Certification of Payrolls
Brian Hartwell & Business Official	Federal Aid Contact
Brian Hartwell & Business Official	School Lunch Signers
Donna Stenson	Cook in Charge
Brian Hartwell & Business Official	Contract Signers
Community Bank, NA	Official Depository
NYClass	Investment Depository
Salmon River News	Official Newspaper
Darcy McCarty, Brian Hartwell & Sarah Starbird	Group Benefit Trust Fund Committee Members
Orville Boden	Group Benefit Trust Consultant
Sarah Starbird & Business Official	Group Benefit Trust Fund Check Signers

Moved by Mrs. McCarty and seconded by Mr. Masuicca to approve the appointments and designations for the 2017-2018 school year as presented.

Vote: Yes: 7 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 by Mr. Woods and seconded by Mrs. McCarty to approve the authorizations as presented.

Vote: Yes: 7 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

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

Vote:            Yes: 7            No: 0            Motion: Carried

7. Adopt IRS rate for mileage reimbursement

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

Vote:            Yes: 7            No: 0            Motion: Carried

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

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

Vote:            Yes: 7            No: 0            Motion: Carried

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

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

2017-2018

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

JULY 6, 2017 – Re-organizational Meeting (District Office) – 5:30 P.M.

JULY 25, 2017 (District Office) – Policy Workshop - 5:30 P.M. – Regular Meeting 6:30 - P.M.

AUGUST 8, 2017 (District Office) – Workshop – 5:30 P.M.

AUGUST 22, 2017 (District Office) – 5:30 P.M.

SEPTEMBER 12, 2017

OCTOBER 10, 2017

NOVEMBER 14, 2017

DECEMBER 12, 2017

JANUARY 9, 2018

JANUARY 23, 2018 (District Office) – Workshop – 5:30 P.M.

FEBRUARY 15, 2018 (Thursday)

MARCH 13, 2018

APRIL 10, 2018

APRIL 19, 2018 (BOCES Vote - Thursday)

MAY 8, 2018

JUNE 12, 2018

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

Vote: Yes: 7 No: 0 Motion: Carried

10. Action Items

a) Disposal of Surplus Property

Moved by Mrs. McCarty and seconded by Mr. Masuicca to approve the Disposal of Surplus Property as presented.

QUANTITY	ITEM	DISPOSE OR SELL	REASON
2	Ellison Die Cut Machines	Dispose	Broken-unable to repair
2	Book Binders	Dispose	Broken-unable to repair
1	Button Machine	Dispose	Broken-unable to repair

Vote: Yes: 7 No: 0 Motion: Carried

b) 2017-2018 School Lunch Prices

Moved by Mr. Rice and seconded by Mrs. McCarty to set the school breakfast and lunch prices as follows:

Elementary:	Lunch	-	\$2.00
	Breakfast	-	\$1.40
HS/MS:	Lunch	-	\$2.25
	Breakfast	-	\$1.40

Vote: Yes: 7 No: 0 Motion: Carried

11. Personnel Items

a) Employee Resignation

Moved by Mr. McGrath and seconded by Mr. Masuicca to approve the Employee Resignation of Renee Garvin, effective June 29, 2017.

Vote: Yes: 7 No: 0 Motion: Carried

b) Administrative Internship

Moved by Mrs. McCarty and seconded by Mr. Masuicca to approve the Administrative Internship of Vanessa Phillips, from July 7, 2017 –June 30, 2018, as presented.

Vote: Yes: 7 No: 0 Motion: Carried

c)	Extra-Curricular Appointment		
	<u>Name</u>	<u>Position</u>	<u>Date</u>
	Jacob LeBeau	Girls Soccer Coach	2017-2018

Moved by Mr. Woods and seconded by Mr. Rice to approve the Extra-Curricular Appointment as presented.

Vote: Yes: 7 No: 0 Motion: Carried

d)	Non-Instructional Appointment		
	<u>Name</u>	<u>Position</u>	<u>Date</u>
	Diane Clark	Summer Cleaner	Effective July 7, 2017

Moved by Mr. Woods and seconded by Mr. McGrath to approve the Non-Instructional Appointment as presented.

Vote: Yes: 7 No: 0 Motion: Carried

12. Special Education Items  
a) CSE Recommendations  
b) CPSE Recommendations

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

Vote: Yes: 7 No: 0 Motion: Carried

13. Adjourn Regular Meeting for the purpose of entering into Executive Session.

Moved by Mr. McGrath and seconded by Mr. Masuicca to adjourn the Regular Meeting at 6:37 P.M. for the purpose of entering into Executive Session.

Vote: Yes: 7 No: 0 Motion: Carried

Respectfully Submitted,

Pamela J. McCrobie  
District Clerk