

Brunswick Central School District
3992 NY 2, Troy, New York 12180
www.brittonkill.k12.ny.us

BOARD OF EDUCATION

Annual Organizational Meeting.....	July 6, 2011
Location.....	Brittonkill Meeting Room
Time.....	7:00 PM Public Meeting

AGENDA

- I. **DISTRICT CLERK CALLS THE TO MEETING ORDER AND LEADS FLAG SALUTE**
- II. **OATH OF OFFICE ADMINISTERED TO NEWLY ELECTED BOARD MEMBERS**
 1. Matthew Wade (2011 – 2014)
 2. Kyle Christiansen (2011 – 2014)
 3. Jacklyn Lindemann (2011 – 2014)
- III. **ELECTION OF 2011-2012 OFFICERS**
 1. **President, Board of Education**
BE IT RESOLVED, that the Board of Education approves the election of _____ as President of the Brunswick Central School District Board of Education for the 2011-12 school year.
 2. **Vice President, Board of Education**
BE IT RESOLVED, that the Board of Education approves the election of _____ as Vice President of the Brunswick Central School District Board of Education for the 2011-12 school year.
- IV. **OATH OF OFFICE ADMINISTERED TO NEWLY ELECTED 2011 - 12 BOARD OFFICERS**
- V. **BOARD MEMBER APPOINTMENTS**
BE IT RESOLVED, that the Board of Education approves the following Board member appointments for the 2011-12 school year.
 1. **Board Committees**
 - a. Audit Committee
 - b. Facilities Committee
 - c. Policy Committee
 2. **District Committees**
 - a. Curriculum & Assessment Committee
 - b. Wellness Committee
 3. **NYSSBA Annual Business Meeting**
 - a. Voting Delegate
 - b. Alternate Voting Delegate
 4. **Board Representative**
 - a. Brittonkill PTSA
 - b. Brittonkill Educational Foundation
 - c. Legislative Liaison
 - d. CAPSBA

BY CONSENT

VI. **2011-12 ANNUAL BOARD APPOINTMENTS**

BE IT RESOLVED, that the Board of Education approves the following annual appointments for the 2011-12 school year:

1. **Auditors**
 - a. Claims Auditor Susan W. Bues
 - b. External Auditor Wilson, Stark & Basila
 - c. Internal Auditor Rensselaer City School District
2. **Clerk of the Board of Education** Gail Lathrop
3. **Secretary to the Board of Education** Maria Lewis
4. **Treasurer(s)**
 - a. District Treasurer Deana Bizzarro-Karam
 - b. Central Treasurer Ann Bedard

VII. **2011-12 OTHER APPOINTMENTS**

BE IT RESOLVED, that the Board of Education approves the following appointments for the 2011-12 school year:

1. **Purchasing Agent** – Gail Lathrop
2. **Property Tax Refunds/Adjustments** – Gail Lathrop
3. **Receiver of Taxes, Town of Brunswick** – Jayne Tarbox
4. **Receiver of Taxes, All Other Towns** – Rose Craft
5. **Records Access Manager**– Gail Lathrop
6. **Records Management Officer**– Gail Lathrop
7. **Asbestos Lea Designee** – Neil Haley
8. **Safety & Health Designee** – Neil Haley
9. **Integrated Pest Management Designee** – Neil Haley
10. **Title IX Compliance Officers** – Christine Shields & Jennifer Ellerbrock
11. **School Physicians** - Riverview Pediatrics¹

END OF CONSENT

BY CONSENT

VIII. **SPECIAL EDUCATION APPOINTMENTS**

BE IT RESOLVED, that the Board of Education approves the following annual Special Education appointments for the 2011-12 school year:

1. **COMMITTEES ON SPECIAL EDUCATION AND PRE-SCHOOL SPECIAL EDUCATION**

BE IT RESOLVED, that the Board of Education appoint the following persons to the Special Education committees for the 2011-12 school year:

CSE:

Required Members

- Director of Special Education
Student's Parent
Additional Parent Member

Myles Goss
or persons in parental relationship
Arlene Bartlett, Tina Banks, Tracy Broderick, Agnes Casale, Deborah Guterrez-Thrasher and Julia Martin, or others who may be added to the approved list of parent volunteers

1. The rate of reimbursement will be a flat rate of \$6,000 for the first 250 physicals completed with an individual fee of \$30 per physical for all in excess of 250.

Special Education Teachers	As required
Regular Education Teachers	As required
School Psychologist	Jennifer Ellerbrock and William Murabito
<i>Members as needed</i>	Speech Therapists, Physical Therapists, Occupational Therapists, Social Workers, and other related service providers
<i>Members as requested</i>	
Physician Member	Drs. Tomiak, Kostun and Caruso
Physician's Representative	Jamie Baksa

Subcommittee:

Subcommittee Chair	Jennifer Ellerbrock, William Murabito, Myles Goss, and Karen Lederman
Student's Parent	or persons in parental relationship
Additional Parent Member	As requested by the parent
Special Education Teachers	As required
Regular Education Teachers	As required

CPSE:

<i>Required Members</i>	
Director of Special Education	Myles Goss
Student's Parent	or persons in parental relationship
Additional Parent Member	Arlene Bartlett and Julia Martin or others who may be added to the approved list of parent volunteers
Special Education Teachers	As required
Regular Education Teachers	As required
School Psychologist	As required
<i>Members as needed</i>	Speech Therapists, Physical Therapists, Occupational Therapists, Social Workers, and other related service providers
<i>Members as requested</i>	
Physician Member	Drs. Tomiak, Kostun and Caruso
Physician's Representative	Jamie Baksa

2. **SECTION 504 OFFICERS** – Karen Lederman and Richard Pogue
3. **SURROGATE PARENT** - Dolores Kronau
4. **SERVICE PROVIDERS**
 - a. **TEACHER OF THE DEAF** – Service Connections - \$58 per half hour session
 - b. **PHYSICAL THERAPY** – Browning & Butler - \$55 per hour
 - c. **MUSIC THERAPY** - Mary Claire Holliday - \$30 per half hour session
5. **IMPARTIAL HEARING OFFICERS** (per law and board policy)

Paul Bumbalo	Diane Cohen	Maryanne DiMeo	John Farago
Lana Flame	Dolores Freed	Steven Goldsmith	Colleen Heinrich
George Kandilakis	Martin Kehoe	Dora Lassinger	Michael Lazan
Nancy Lederman	James McKeever	James Monk	Christine Moore
Karen Norlander	David Nydick	Kenneth Ritzenberg	George Roberts
Jerome Schad	Judith Schneider	Craig Tessler	Aaron Turetsky
James Walsh	Mindy Wolman	Joseph Wooley	Joel Ziev
Linda Agoston	Joan Alexander	Stuart Bauchner	Robert Briglio
Jaclyn Brilling			

END OF CONSENT

BY CONSENT

IX. 2011-12 ANNUAL MEMBERSHIPS

BE IT RESOLVED, that the Board of Education approves district membership in the following organizations for the 2011-12 school year:

1. New York State School Boards Association (NYSSBA)
2. Capital District School Boards Association (CAPSBA)

X. SUPERINTENDENT AUTHORIZATION

BE IT RESOLVED, that the Board of Education authorizes the Superintendent to perform the following tasks for the 2011-12 school year:

1. Apply for Grants in Aid (state, federal and private)
2. Certify Payroll
3. Approve Budget Transfers– Up to \$10,000
4. Approve Conference Requests for administrators, faculty and staff (Board President shall approve all requests for fellow board members and the Superintendent.)

XI. DESIGNATION OF DEPOSITORIES

BE IT RESOLVED, that the Board of Education designates Key Bank, N.A. and Chase Bank and as depositories for the 2011-12 school year.

XII. BONDING OF EMPLOYEES

BE IT RESOLVED, that the Board of Education approves a blanket bond for the following personnel handling district funds for the 2011-12 school year:

1. District Clerk
2. District Treasurer
3. Central Treasurer of Student Activity Account
4. Internal Claims Auditor
5. Tax Collector

XIII. DISTRICT PARTICIPATION IN FREE/REDUCED LUNCH PROGRAM

BE IT RESOLVED, the Board of Education approves district participation in the free and reduced lunch program and adopts the family eligibility criteria to assist in determining eligibility for the 2011-2012 school year:

XIV. LEGAL COUNSEL

BE IT RESOLVED, that the Board of Education approves the following annual legal counsel appointments for the 2011-12 school year:

- | | |
|-------------------------------------|--|
| 1. School Attorneys | Roemer, Wallens & Mineaux
Breakell Law Firm, P.C. |
| 2. Bond Council | Orrick, Herrington & Sutcliffe |
| 3. Special Education Counsel | Young, Summer, Ward, Ritzenberg, Baker &
Moore |

XV. OTHER NEEDED APPOINTMENTS

BE IT RESOLVED, that the Board of Education approves the following other needed appointments:

- | | |
|-------------------------------|------------------------------|
| 1. Spokespersons: | |
| a. District: | Superintendent of Schools |
| b. Board of Education: | Board of Education President |
| 2. Legal Newspaper: | Albany Times Union |

XVI. **2011-12 RATES**

BE IT RESOLVED, that the Board of Education approves the following rates for the 2011-12 school year, consistent with current board policy and NYS Comptroller's guidelines:

- | | | |
|------------------------------------|--|-------------------------------------|
| 1. Petty Cash Funds | Cafeteria | \$150 (J. Wright, Custodian) |
| | Business Office | \$50 (D. Bizzarro-Karam, Custodian) |
| | Athletics | \$50 (D. Van Zandt, Custodian) |
| | Bus Garage | \$50 (W. Colvin, Custodian) |
| 2. Poll Worker Compensation | \$9.05 per hour | |
| 3. Mileage | .51/mile or as revised by the IRS | |
| 4. Meals | \$55 per day for meal expenses to be allocated as follows: | |
| | \$10 for breakfast (if traveling prior to 10 AM) | |
| | \$15 for lunch | |
| | \$30 for dinner (if traveling after 3 PM) | |

END OF CONSENT

XVII. **REAFFIRMATION OF BOARD OF EDUCATION POLICIES AND CODE OF ETHICS**

BE IT RESOLVED, that the Board of Education reaffirms current Brunswick Central School District Board of Education Policies and Code of Ethics for the 2011-12 school year.

REGULAR MEETING AGENDA

- I. APPROVAL OF MINUTES (Attachment A)
BE IT RESOLVED, that the Board of Education hereby approves the following Minutes:
 - June 21, 2011 Regular Meeting
- II. PUBLIC COMMENT²
- III. SUPERINTENDENT
- IV. PRESENTATIONS TO THE BOARD
 - Joy Wright, Cafeteria Supervisor and Mr. Bigley, Consultant
- V. BOARD DISCUSSION/REPORTS
- VI. SPECIAL ACTIONS (Attachment B)
 1. **End of the Year Report(s)**
BE IT RESOLVED, that the Board of Education acknowledges receipt of the following End of the Year (season) Reports:
 - Extra Classroom Activities (Clubs)
 - Athletics (Spring)
- VII. PROGRAM (Attachment C)
 1. **2011 Summer Curriculum**
BE IT RESOLVED that the Board of Education approves the following instructional planning and curriculum development efforts for the summer of 2011 at a total cost of \$4,680:

Grades K-5 Progress Mentoring Tools to guide instruction towards IEP Goals:
Susan Delano - Up to 20 hours total
Kami Hodgson - Up to 20 hours total
Rachel Hoffmann - Up to 20 hours total

Grades 6-12 Progress Mentoring Tools to guide instruction towards IEP Goals:
Michael Bentzen - Up to 12 hours total
Regina Button - Up to 12 hours total
Andrew Ferlito - Up to 12 hours total
Meaghan Gosh - Up to 12 hours total
Jodi LaCoppola - Up to 12 hours total
Sharon Lewandowski - Up to 12 hours total
Patricia Lydon - Up to 12 hours total
Michelle Muckle - Up to 12 hours total
Total for Grades K-12: 156 hours at \$30/hr=\$4,680 (to be funded by the special education grant)

² Please Note: Any person wishing to address the Board must state for the record his or her **name and address**, or, in the case of an employee or business representative, his or her affiliation and position. Please take care not to attach any remarks that might be considered hurtful or defamatory to any particular student or person. This is not the time to register complaints about individuals or items that have not first been addressed to appropriate staff and administrators. These types of comments will be declared out of order by the president or the chair of the meeting and may cause the Public Comment portion of the meeting to cease. All comments will be limited to not more than three minutes. While the Board does not wish to impinge upon free speech protections, it must be noted that the "Open Forum" is not intended to be an opportunity for every person to express an opinion on every matter. Decisions of the chair concerning the recognition of individuals and rules of order are final.

VIII. SPECIAL EDUCATION (Attachment D)

BY CONSENT

1. **2011 Extended School-Year Special Education Program Appointment**

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the appointment of Service Connections as providers of Assistive Technology training for staff and Occupational Therapy for students for the 2011 Extended School-Year Special Education Program which covers the period of July 5, 2011 to August 12, 2011. The fee is set at \$58.00 per 30 minute session.

2. **Student Placements**

a. **Section 504**

BE IT RESOLVED, that the Board of Education accept the recommendations of the Section 504 Committee dated 04/08/11:

002000008

b. **Sub-Committee on Special Education**

BE IT RESOLVED, that the Board of Education accept the recommendations of the Sub-Committee on Special Education dated 06/16/11, 06/21/11 and 06/22/11:

000000614 000000469 740

c. **Committee on Special Education**

BE IT RESOLVED, that the Board of Education accept the recommendations of the Committee on Special Education dated 06/17/11, 06/21/11 and 06/22/11:

656 000000041 000000654 736 656 000000041
364 000000654 736

END OF CONSENT

IX. SUPERINTENDENT'S RECOMMENDATIONS

BY CONSENT

1. **Personnel** (Attachment E)

a. **Leave of Absence**

BE IT RESOLVED, the Board of Education upon the recommendation of the Superintendent approves the following leave of absence.

Name	Title	Type of Leave	Leave Start	Leave End	Comments/Location
Amy Steele	Science Teacher	Child Care	9/6/11	01/20/12	Initiation of Leave Secondary School

b. **Teaching Staff Appointments**

BE IT RESOLVED, that the Board of Education approves, pursuant to Education Law and in compliance with part 30 of the Rules of the Board of Regents Law, the following teaching staff appointment(s):

- (i) **Daniel Pryde** – Physical Education - Probationary Appointment effective September 1, 2011. Mr. Pryde holds an initial certification in the area of Physical Education. It is recommended that Mr. Pryde's probationary period will begin on September 1, 2011 and end on September 1, 2013. (Probationary period shortened due to *Jarema* credit.) It is further recommended that he be remunerated at a salary of \$35,642: BA/BS Level 2 for the 2011-12 school year.

c. Program Support Leader Appointments

BE IT RESOLVED, the Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following individuals to the Leadership position indicated for the 2011-2012 school year:

Program Support Leaders - \$1,500 stipend

Elementary

English/Language Arts	Aaron Thiell
Social Studies	TBD
Math	Diane Seaver
Science	Lori Hamm

Secondary School

English/Language Arts	Steve Pomposello
Social Studies	Eric Olson
Foreign Languages	Angelique Wright
Math	Eileen Papa
Science	Andrew Welkley

K-12

Art	Helen Findlay
Music	Ann Kolakowski
Health, PE and FACS	Shannon Fitzgerald
Computer Literacy/Technology/Business	Mark Spitzer

Logistical Support Assignment - \$500 stipend

K-12 Technology	Michelle Furlong
-----------------	------------------

Logistical Support Assignment - \$1,000 stipend

K-12 Music	Ann Kolakowski
K-4 Science	Lori Hamm

d. 2011-12 Annual Appointments – Co-Curricular Positions

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve the appointment of the following extra & co-curricular activities advisors for the 2011-2012 school year. Salary per the current BTA contract.

Elementary

BEEP Coordinator	Victoria Russell
------------------	------------------

Middle School

8 th Grade Class Advisor, 2016	Rebecca Tennyson
7 th Grade Class Advisor, 2017	Kevin Onorato
6 th Grade Class Advisor, 2018	Angeline Jewell
Book Club Advisor	TBD
Kids Care Club Advisor	Susan Grimmick & Jamie Pecylak
Music Club Advisor	TBD
National Junior Honor Society, Grades 7-8	Eric Medved
Student Senate Advisor	Eric Medved
Ski Club Advisor	Helen Findlay
Yearbook Advisor	Teresa Martone
6 th Grade Team Leader	Michelle Muckle
7 th grade Team Leader	Mary Beth Becker
8 th Grade Team Leader	Eric Medved
Specials Team Leader	Helen Findlay

High School

Senior Class Advisor, 2012	Victoria Russell & Theresa Hilton
Junior Class Advisor, 2013	Amber Frank & Emily Osterhout
Sophomore Class Advisor, 2014	Darcy Hynes & Mary McManus
Freshman Class Advisor, 2015	Aimee Bishop & Timothy Jacques
Best Buddies Club Advisor	Meaghan Gosh
Biology Club Advisor	Lisa Parker
Book Club Advisor	Helen Parsons
Drama Show Director/Producer	TBD
Drama Show Assistant Director	TBD
Drama Show Technical Director	TBD
Drama Club Advisor	TBD
Fitness Club Advisor	Adam Cox
Key Club Advisor	Ann Kolakowski
Master Minds Advisor	Patricia Villa
Musical Director/Producer	TBD
Musical Ass't Director	TBD
Musical Technical Director	TBD
Musical Vocal Director	TBD
Musical Show Accompanist	TBD
Musical Choreographer	TBD
Music Director (Conductor)	TBD
National Honor Society Advisor	Andrew Welkley
National Junior Honor Society, Grade 9	TBD
SADD Advisor	Lisa Parker
Ski Club Advisor	Sharon Lewandowski
Student Senate Advisor	Andrew Welkley
Yearbook Advisor	Eileen Papa
9 th Grade Team Leader	Timothy Jacques

e. **Rescind Previous Appointments**

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, rescinds the appointment of the following individuals made at the June 21, 2011 meeting.

<u>Name</u>	<u>Position</u>
Mark Morine	Junior Varsity Volunteer Assistant for Girls' Basketball (appointed in error)
Jill Harris	Occupational Therapist for 2011 Extended School Year Program (declined position)

f. **2011-12 Annual Appointments – Other**

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approve the 2011-12 annual appointment of the following individual(s) to the position indicated with the corresponding salary:

Athletic Director	Donna Van Zandt	\$7,500
Interscholastic Activities Director	Donna Van Zandt	\$7,500

g. **Book Room Organizer – Annual Appointment – Barbara Baker**

BE IT RESOLVED, that the Board of Education approve the appointment of Barbara Baker as Book Room Organizer effective July 1, 2011 through August 31, 2011 for up to 60 hours at a rate of \$30 per hour. This position is funded through the Title II A federal grant.

END OF CONSENT

2. Business/Finance

BY CONSENT

a. Change in Substitute Rates

BE IT RESOLVED, that the Board of Education approves a change in the following substitute rates effective with the 2011 - 2012 school year.

<u>Position</u>	<u>Current Rate</u>	<u>New Rate</u>
Bus Attendant	\$7.50 per hour	\$8.00 per hour
Office Aide	\$7.50 per hour	\$8.00 per hour
Cook	\$7.50 per hour	\$8.50 per hour
Food Service Helper	\$7.50 per hour	\$8.00 per hour
School Monitor	\$7.50 per hour	\$8.00 per hour
Child Care Worker	\$7.50 per hour	\$8.00 per hour

b. Disposal of Obsolete Textbooks

BE IT RESOLVED, that the Board of Education, upon the recommendation of the Superintendent, approves the disposal of the following obsolete textbooks subject to attempts to donate them to a worthy organization:

<u>Title</u>	<u>Publisher</u>	<u>Date</u>	<u># of copies</u>
Physical Science	Prentice-Hall	1988	1
Physical Science	Holt (Rinehart/Winston)	1988	12
Modern Physics	Holt/Rinehart/Winston	1984	7
Principles of Environ. Science	McGraw-Hill	2004	28
Horizons: Expl. Universe (3 rd ed)	Wadsworth	1989	8
Horizons: Expl. Univ. (4 th ed)	Wadsworth	1993	1
Horizons: Expl. Univ. (7 th ed)	Brooks/Cole (Wadsworth)	2002	20
Cosmic Voyage	Wadsworth	1990	1
Foundations of Astronomy	Wadsworth	1990	1
Earth Science	Heath & Co.	1989	32 +
	Teacher's Annotated Ed. + Teacher's Resource Binder		
Applied Mathematics	CORD Communications	1988	
Unit 1			49
Unit 2			47
Unit 3			49
Unit 4			49
Unit 5			49
Unit 6			49
Unit 7			49
Unit 8			49
Unit 9			49
Unit 10			49
Unit 11			49
Unit 12			49
Unit 13			49
Unit 14			49
Unit 15			49
Unit C			49
Unit B			49
Unit A			49
Discovering French Bleu	DC Health	1998	18

c. **Donations**

BE IT RESOLVED, that the Board of Education accepts, with appreciation, the following donations:

- i. Approximately 200 hanging file folders and plastic tabs from Erdman Anthony Engineering Firm.
- ii. \$153.00 from various parents to offset first grade trips to Dyken Pond on May 31, June 1 and June 16, 2011.

d. **2011-2012 Bid**

BE IT RESOLVED, that the Board of Education approves the following bid for the 2011-12 school year.

#12-1A Refuse Removal
County Waste

END OF CONSENT

X. PUBLIC COMMENT³

XI. EXECUTIVE SESSION (If Necessary)

XII. MOTION TO ADJOURN

³ Please Note: Any person wishing to address the Board must state for the record his or her **name and address**, or, in the case of an employee or business representative, his or her affiliation and position. Please take care not to attach any remarks that might be considered hurtful or defamatory to any particular student or person. This is not the time to register complaints about individuals or items that have not first been addressed to appropriate staff and administrators. These types of comments will be declared out of order by the president or the chair of the meeting and may cause the Public Comment portion of the meeting to cease. All comments will be limited to not more than three minutes. While the Board does not wish to impinge upon free speech protections, it must be noted that the "Open Forum" is not intended to be an opportunity for every person to express an opinion on every matter. Decisions of the chair concerning the recognition of individuals and rules of order are final.

PACKET MATERIALS:

ENCLOSED

- Agenda for July 6, 2011 Meetings

ATTACHMENTS

- A. Minutes from the following Board of Education meetings:
 - June 21, 2011 Regular Meeting
- B. Special Actions
 - a. Year End Reports
 - i. Extra curricular activities (Clubs)
 - ii. End of Season Reports - Spring
- C. Program
- D. Special Education
 - a. Extended School Year Program Appointment
 - b. Placement Recommendations
- E. Personnel

INFORMATION ITEMS – Distributed along with agenda