

**Brunswick Central Schools  
Board of Education  
Regular Meeting Minutes**

**MEETING**

Date: September 22, 2011  
Place: Brittonkill Meeting Room  
Presiding: Matthew Wade, President

APPROVED

**ASSEMBLAGE**

**Members Present:** K. Christiansen, P. Daley (*arrived at 6:38 PM*), C. Fox, C. Gilbert, J. Lindemann (*left at 7:35 PM*), R. Matthews, N. Rheeman, M. Wade and K. Zagursky (*arrived at 6:34 PM*)

**Members Absent:**

**Also Present:** Louis McIntosh, Superintendent, Gail Lathrop, Director of Business Operations/District Clerk and Maria Lewis, Board Secretary

**CALL TO ORDER  
FLAG SALUTE**

President Wade called the public meeting to order at 6:30 and began the meeting with a salute to the flag.

**EXECUTIVE  
SESSION**

1 – Mr. Matthews      2 – Mrs. Fox  
The Board of Education entered into Executive Session at 6:31 PM in accordance with the Open Meeting Law, Chapter 5111, Article 7 and Subdivision E&F of the Laws of 1977 and Formal Opinion of Council No.239, Paragraph B to discuss the following checked item(s):

	Proposed, pending or current litigation;
	Collective negotiations under the Taylor Law;
	The medical, financial, credit or employment history of a particular person or corporation;
	Matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
<b>X</b>	The proposed acquisition, sale or lease of real property;
<b>X</b>	Other [specify] <u>Embargoed School Report Card</u>

7      Yes      Motion Carried

*Mrs. Zagursky arrived at 6:34 PM.  
Mr. Daley arrived at 6:38 PM.*

**EXECUTIVE  
SESSION**

1 – Mr. Matthews      2 – Mrs. Fox  
The Board of Education exited Executive Session at 7:01 PM and resumed Public Session.

9      Yes      Motion Carried

**APPROVAL OF  
MINUTES**

1 - Mr. Christiansen 2 - Ms. Rheeman

The Board of Education hereby approves the following Minutes:

- September 8, 2011 Regular Meeting

9 Yes Motion Carried

**BOARD DISCUSSION/REPORTS**

Mrs. Lindemann asked to update the board on a workshop she attended at NYSSBA regarding Audit Committees. She said that NYSSBA recommends that a CPA and an IT person be part of the district's Audit Committee as they are knowledgeable about different aspects that may pertain to future audits. The board agreed that Mrs. Lindemann could pursue this and see if she could find an interested party.

Mr. Wade asked the board if they were interested in continuing with the Board Docs paperless agenda system and all were in consensus.

Mr. Daley provided an update from the Facilities Committee with a recommendation that the board appoint Mosaic Associates Architects to complete a Five Year Capital Facilities Plan for the District. The board agreed to place the resolution on the agenda under Business/Finance.

Mr. Wade informed the board of two upcoming CAPSBA meetings that he felt would be worth attending, 10/3/11 and 10/12/11.

Mr. Christiansen told the Superintendent he had heard a rumor that the district was losing students to private/parochial schools due to the lack of AP classes. The board asked Mrs. Lindeman to gather the data and report back at the 10/6/11 board meeting.

*Mrs. Lindemann left the meeting at 7:35 PM.*

**PRESENTATIONS TO  
THE BOARD**

Nicole Lindeman presided over a follow-up discussion on the 2009-10 ELA and Grade 3-8 Math rankings by county.

**SUPERINTENDENT**

Ms. Lathrop informed the board that she had been investigating the possibility of refinancing several bonds in order to save the district a substantial amount of money over the next ten years. After discussion, the board agreed to place the resolution on the next agenda.

Mr. McIntosh informed the board that there would be a small reception for the two retirees, Gail Lathrop and Michael Rancourt, prior to the next board meeting.

**PUBLIC COMMENT<sup>1</sup> None**

**POLICY**

**APPROVED**

**Second Reading  
of Policy**

1 – Mr. Christiansen 2 – Mrs. Zagursky

The Board of Education approved the second reading and adoption of the following policies:

- Public Use of Facilities - #1500
- Promotion and Retention of Students - #4750
- Notification of Sex Offenders - #5450.1
- Students and Personal Electronic Devices - #5695
- Fiscal Management Goals - #6000
- Budget Planning (inc. Regulations) - #6110
- Budget Transfers - #6150
- Tax Certiorari Proceedings & Settlements - #6205
- Property Tax Exemptions - #6215
- Investments (inc. Regulations) - #6240
- Authorized Signatures - #6410
- Fiscal Accounting and Reporting - #6600
- Purchasing (inc. Regulations & Exhibits) - #6700
- Purchasing Authority - #6710
- Purchasing - #6740
- Contracting for Professional Services - #6741
- Payroll Procedures - #6800
- Expense Reimbursement - #6830
- Disposal of District Property - #6900

8 Yes Motion Carried

**APPROVED  
First Reading  
of Policy**

1 – Mrs. Fox 2 – Mrs. Zagursky

The Board of Education approved the first reading of the following policies, with a slight change to #6690-E from Mrs. Zagursky:

- Audit Committee (inc. Exhibit) - #6690
- Facilities Development Goals - #7000
- Facilities Planning - #7100
- Construction Safety (inc. Exhibit) - #7365

8 Yes Motion Carried

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<sup>1</sup> 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.

**SPECIAL EDUCATION**

**Student Placements**

**Section 504**            1 - Mrs. Fox                    2 -Mr. Gilbert  
The Board of Education accepts the recommendations of the Section 504 Committee dated 08/25/2011, 09/02/2011 and 09/02/2011:

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8            Yes                    Motion Carried

**SUPERINTENDENT’S RECOMMENDATIONS**

**Personnel**

BY CONSENT  
1 - Mrs. Fox    2 - Mr. Matthews

**Substitute Positions**

**Appointments**        The Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following individual(s) as Substitute(s) in the area(s) indicated with the Brunswick Central School District, contingent upon Part 87 of the Commissioner of Education Regulations on fingerprint clearance requirements, effective September 23, 2011 (unless otherwise noted).

<u>Name</u>	<u>Area</u>
Alicia Akin	Certified Substitute Teacher @ \$85 per day
Cynthia Dempsey	Non-certified Substitute Teacher @ \$70 per day
Tamara Vitolins	Certified Substitute Teacher @ \$85 per day

**Resignation**

**Coach**

**Greg Levings**            The Board of Education accepts the resignation of Greg Levings from his position as Boys’ Junior Varsity Basketball Coach effective September 13, 2011.

**2011 - 2012 Coaches**

**Annual Appointment** The Board of Education, upon the recommendation of the Superintendent, approves the appointment of the following individual(s) as Coach (or Volunteer) with the Brunswick Central School District, contingent upon Part 87 Commissioner of Education Regulations on fingerprinting clearance requirements. (Volunteers will be subject to a criminal background check) Salary, if a paid position, shall be per the current BTA contract.

<u>Football</u>	<u>Name</u>
Modified Volunteer	John Crudo

**Transportation  
Appointments**

The Board of Education, upon the recommendation of the Superintendent, approves the probationary appointment of the following individual(s) to the position indicated effective September 6, 2011 at a salary per the current CSEA contract. Their probationary period shall begin September 6, 2011 and end March 5, 2012.

<u>Name</u>	<u>Position</u>
Laura Rock	School Bus Driver
Heather LeVan	School Bus Attendant

**END OF CONSENT**

8 Yes Motions Carried

**2011 - 2012 Annual Appointments  
Extra-Curricular Advisors**

1 - Mrs. Fox                      2 - Mr. Matthews

The Board of Education approves, upon the recommendation of the Superintendent, the appointment of the following extra and co-curricular activities advisors for the 2011-2012 school year.

<u>Club</u>	<u>Name</u>
MS Music Club	Kevin Barcomb & Cailin O'Hara
Musical Director/Producer Grades 9-12	Cailin O'Hara
Musical Assistant Director	Mary Leathem
Musical Technical Advisor	Terri Martone & Michelle Johnston
Music Director (Conductor)	Jeff Calistri
Musical Vocal Director	Ann Kolakowski
Musical Choreographer	Jamie Baksa
Drama Club	Steven Pomposello
National Junior Honor Society Grade 9	Allison Maloy

8 Yes Motion Carried

**Custodial Worker  
Temporary Appointment  
Judith Disbrow**

1 -Mrs. Zagursky                      2 - Mr. Gilbert

The Board of Education, upon the recommendation of the Superintendent, approves the temporary appointment of Judith Disbrow as Custodial Worker, with the Brunswick Central School District, contingent upon Part 87 of the Commissioner of Education regulations on fingerprint clearance requirements, effective September 12, 2011. Ms. Disbrow shall be paid \$13.32 per hour as per the current CSEA contract.

8 Yes Motion Carried

**Business/Finance**

**Donations**

1 -Ms. Rheeman      2 - Mr. Christiansen

The Board of Education accepts, with appreciation, the following donations:

- \$117.68 from TARGET Take Charge of Education program for Tamarac High School.
- \$3,741.34 from the Brittonkill Educational Foundation for the major grant applied for by Mark Spitzer for upgrades to the television studio.

8      Yes      Motion Carried

**Financial Reports**

1 - Mrs. Fox      2 - Ms. Rheeman

The Board of Education, upon the recommendation of the Superintendent, accepts the following financial report(s):

- Budget Transfer Schedules (A&F Funds) - August 31, 2011
- Budget Status Report – August 31, 2011
- Extra Classroom Activity Report – August 31, 2011
- Internal Claims Report – Warrant #'s 1, 2, 3, 4, 5, 8 and 10
- District Treasurer's Report – August 31, 2011

8      Yes      Motion Carried

**Contract Amendment**

**CT Male Associates**

**WWTP**

1 - Mr. Daley      2 - Mrs. Fox

The Board of Education authorizes the Director of Business Operations to sign an amendment to the contract with CT Male Associates increasing the cost of their operation and engineering supervision services for the Wastewater Treatment Plant from \$3,500 to \$3,850 per month. The remaining terms of the current agreement would remain the same.

8      Yes      Motion Carried

**Authorization to Sign Contract**

**Mosaic Associates**

1 - Mr. Matthews      2 - Mr. Daley

The Board of Education authorizes the Director of Business Operations to enter into a contract with Mosaic Associates Architects to complete a Five Year Capital Facilities Plan for the Brunswick Central School District as requested by the Facilities Committee at their September 20, 2011 meeting. Compensation for the completion of the Plan shall be a lump sum payment of \$7,345.

8      Yes      Motion Carried

**PUBLIC COMMENT** None

**MOTION TO  
ADJOURN**

1 – Mrs. Zagursky    2 – Mr. Matthews  
The Board of Education adjourned at 8:05 PM.

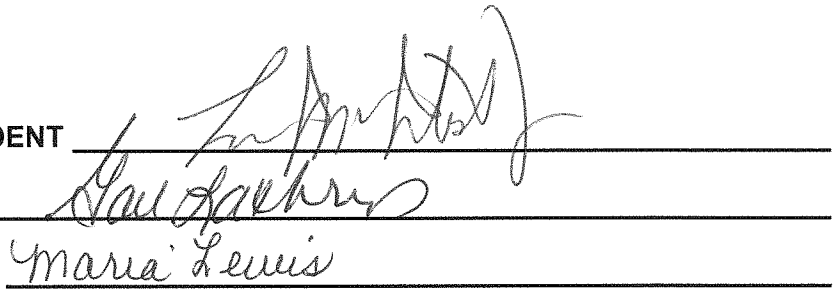
8    Yes    Motion Carried

Respectfully submitted,

LOUIS C. MCINTOSH, SUPERINTENDENT

GAIL LATHROP, DISTRICT CLERK

MARIA LEWIS, BOARD SECRETARY



The image shows three handwritten signatures in cursive script, each written over a horizontal line. The first signature is for Louis C. McIntosh, the second is for Gail Lathrop, and the third is for Maria Lewis.