

DATE: July 13, 2009

KIND OF MEETING: Reorganizational Meeting

LOCATION: High School Library

MEMBERS PRESENT: Robert Devins Isabelle Dorey David Dufrane
Valerie Dunning Dennis Egan Melissa Mills
Stephen Perry Tracy Warren

OTHERS PRESENT: Robin A. Jones, Superintendent of Schools
Steven J. Grenville, Secondary Principal
Angela DeBeer, Treasurer
Christina Dufrane, Secretary to the Superintendent
Richard Robert Sandra Robert

CALL TO ORDER: The Reorganizational Meeting of the Brushton-Moira Board of Education was called to order at 6:35 p.m. by Superintendent Robin Jones.

NOMINATION FOR PRESIDENT: Motion made by Dennis Egan, and seconded by Valerie Dunning, that David Dufrane be nominated for President.

NOMINATION FOR VICE-PRESIDENT: Motion made by Robert Devins, and seconded by Tracy Warren, that Valerie Dunning be nominated for Vice-President.

ELECTION OF OFFICERS: The Clerk has cast one ballot for the election of David Dufrane for President and Valerie Dunning for Vice-President. Motion carried.

OATH OF FAITHFUL PERFORMANCE ADMINISTERED: The Oath of Faithful Performance was administered to all Board of Education Members and newly elected President and Vice-President present by Robin A. Jones, Superintendent of Schools.

APPOINTMENT OF OFFICERS: Upon presentation and recommendation of Robin Jones, Superintendent of Schools, motion made by Valerie Dunning, and seconded by Dennis Egan, that the Board of Education shall appoint the following officers:

1. Clerk of the Board (Tracy Warren)
2. Internal Claims Auditor (Anne Titus)
3. Treasurer (Angela DeBeer)
4. Deputy Treasurer with a stipend of \$3,000 (Karen Avery)

Motion voted and carried.

8-Yes 0-No

OATH OF FAITHFUL PERFORMANCE ADMINISTERED: The Oath of Faithful Performance was administered to those officers present by Robin A. Jones, Superintendent of Schools.

OTHER APPOINTMENTS: Upon presentation and recommendation of Robin Jones, Superintendent of Schools, motion made by Robert Devins, and seconded by Stephen Perry, that the Board of Education shall appoint the following:

1. School Attorneys
 - Ferrara, Fiorenza, Larrison, Barrett & Reitz
 - Lemery & Greisler LLC
 - Fischer, Bessette, Muldowney & Hunter, LLC
 - Carter, Conboy, Case, Blackmore, Maloney & Laird, P.C.
 - Rachel Risetto, Champlain Valley Educational Services
2. Minutes of Regular Board of Education Meetings at a stipend of \$1,000 (Christina Dufrane)
3. Central Treasurer – Extra-classroom Activity Account (Anne Titus)
4. Attendance Officer (Kelly Tavernia)
5. Attendance Clerk (Kelly Tavernia)
6. Records Access Officer (Christina Dufrane)
7. Records Management Officer (Christina Dufrane)
8. Asbestos LEA Designee (Marty Burnett)
9. Investment Managers (Robin Jones & Angela DeBeer)
10. Purchasing Agent (Angela DeBeer)
11. 403b Liaison (Angela DeBeer)
12. Title IX Coordinators (Steven Grenville & Cathy Devins)
13. Tax Collector (Franklin County Treasurer)
14. Public Auditor (Seyfarth & Seyfarth)
15. Committee on Special Education (attached)
16. Impartial Hearing Officers for the Committee on Special Education (attached)
17. Committee on Pre – School Special Education (attached)
18. Section 504 Committee (attached)
19. Persons with Access to Special Education student files (attached)
20. District Scholarship Selection Committee (attached)

Motion voted and carried.

8-Yes 0-No

DESIGNATIONS:

Upon presentation and recommendation of Robin Jones, Superintendent of Schools, motion made by Stephen Perry, and seconded by Tracy Warren, that the Board of Education shall designate the following:

1. Office Bank Depositories (Community and J.P. Morgan-Chase)
2. Broker of record for insurance (King-Clark)
3. Official Newspaper (Malone Telegram)
4. Regular meetings (second Monday of month)
5. Third Party Administrator of 403b Plan (The Omni Group)

Motion voted and carried.

8-Yes 0-No

AUTHORIZATIONS:

Upon presentation and recommendation of Robin Jones, Superintendent of Schools, motion made by Dennis Egan, and seconded by Valerie Dunning, that the Board of Education shall authorize the following:

1. Certification of payroll (Robin Jones)
2. Conference, convention, and workshop attendance (Robin Jones)

3. To establish Petty Cash Funds in the amount of \$100 (Angela DeBeer)
4. Designation of Signatures on checks (Angela DeBeer & Karen Avery)
5. Budget transfers on Chief School Officer's approval up to \$5,000
6. Superintendent to apply for Grants in Aid (State & Federal)
7. Release of Grades 6-8 during Regents Examinations in January and June
8. Vacation Hours of 8 a.m. – 2 p.m. for Administrators and Treasurer
9. Signature on Extra-Curricular Account checks (Steven Grenville & Cindy Lauzon – Cathy Devins (Alternate))
10. Membership in Franklin County School Boards' Association
11. Membership in New York State School Boards' Association
12. Membership in New York State Public High School Athletic Association
13. Annual Superintendent Meeting
14. Monthly Superintendent/Insurance Meeting for the Superintendent

Motion voted and carried.

8-Yes 0-No

BONDING OF PERSONNEL:

Upon presentation and recommendation of Robin Jones, Superintendent of Schools, motion made by Dennis Egan, and seconded by Stephen Perry, that all persons and positions required by law or regulation as well as Educational Communications Delivery (BOCES Courier Service) be covered under a Faithful Performance Blanket Bond with limits of \$100,000 and an additional \$1,000,000 coverage for the District Treasurer and Deputy Treasurer. Motion voted and carried.

8-Yes 0-No

COOPERATIVE PURCHASING:

Upon presentation and recommendation of Robin Jones, Superintendent of Schools, motion made by Dennis Egan, and seconded by Robert Devins, that it be resolved that the Brushton-Moira Central School District's Board of Education agrees to participate in the St. Lawrence-Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the "Cooperative Purchasing Agreement" for the 2009-2010 school year. Motion voted and carried.

8-Yes 0-No

INDEMNIFICATION AND LEGAL DEFENSE RESOLUTION:

Upon presentation and recommendation of Robin Jones, Superintendent of Schools, motion made by Dennis Egan, and seconded by Valerie Dunning, that the Board of Education shall approve the following resolution:

WHEREAS, the Board of Education of the Brushton-Moira Central School District wishes to protect the District, the

members of the Board of Education and any school district officers in actions brought against them or in any action or proceeding touching any district property or involving its rights or interests; and,

WHEREAS, the Board of Education of the Brushton-Moira Central School District wishes to protect its superintendent, principals, members of the teaching or supervisory staff, member of a committee on special education or subcommittee thereof, surrogate parent, as defined in the regulations of the Commissioner of Education, any member of the Board of Education or non – instructional employee in any action or proceeding, other than a criminal prosecution or an action or proceeding brought against him/her by the District, including proceedings before the Commissioner of Education, arising out of the exercise or his/her powers of his/her duties; and,

WHEREAS, the Board of Education of the Brushton-Moira Central School District wishes to protect its members, employees, officers, authorized volunteers or any other person holding a position by election, appointment or employment in the service of the school district, whether or not compensated, in any civil action or proceeding, state or federal, arising out of any alleged act or omission which occurred or allegedly occurred while the employee was acting within the scope of his/her employment or duties with the District,

BE IT RESOLVED, that the benefits and protection afforded pursuant to § 3811 of the Education Law, shall be available, subject to the procedural requirements set forth therein and,

BE IT FURTHER RESOLVED, that the benefits and protections pursuant to § 18 of the New York State Public Officers Law shall supplement and be available in addition to any defense or indemnification protection conferred by other statuses, rules, or regulations, including but not limited to, the protections provided pursuant to requirements set forth therein. Motion voted and carried.

8-Yes 0-No

OTHER:

Upon presentation and recommendation of Robin Jones, Superintendent of Schools, motion made by Dennis Egan, and seconded by Stephen Perry, to set forth the following:

1. Establish the mileage reimbursement rate for use during school year when staff members use their own vehicles on pre-approved school business (\$.45/mile)
2. Receive from each Board member a donation of \$10.00 to put in the Tribute Fund
3. Board Committee/Organizational Representatives (attached)

Motion voted and carried.

8-Yes 0-No

ADJOURNMENT:

Motion made by Melissa Mills, and seconded by Valerie Dunning, to adjourn the Reorganizational Meeting of the Board of Education. Motion voted and carried.

8-Yes

0-No

The Reorganizational Meeting of the Board of Education was adjourned at 6:51 p.m.

Minutes approved by:

Clerk of the Board