

**CATSKILL CENTRAL SCHOOL DISTRICT**  
 Catskill, New York  
**REORGANIZATIONAL/REGULAR MEETING**  
**BOARD OF EDUCATION MINUTES**  
**July 3, 2007**  
 Catskill Elementary School Library  
**7:00 P.M.**

**BOARD MEMBERS PRESENT:** M. Bulich, J. Garafalo, R. Griffin, K. Haas, E. Holsopple, A. Jones, L. Warner

**BOARD MEMBERS ABSENT:** D. Scannapieco, C. Schilansky

**OTHERS IN ATTENDANCE:** K. Farrell, D. VanKleeck, K. Lewis

The reorganizational/regular meeting of the Board of Education was called to order at 7:00 pm by the 2006-07 Board Vice President Garafalo and the Pledge of Allegiance recited.

Call to Order

***A MOTION (Griffin/Jones) to approve the following resolution regarding the District Clerk Pro Tem. VOTE: Unanimous, 5-0. Motion carried unanimously.***

Designation of District Clerk Pro Tem

Resolved: That Donna Van Kleeck be designated District Clerk Pro Tem until the District Clerk is appointed.

***The District Clerk Pro Tem, Donna VanKleeck, administered the Oath of Office to the recently elected board members, Michael Bulich, Randall Griffin, and Lisa Warner.***

Oath of Office

The District Clerk Pro Tem opened the floor for nominations for Board President.

Elections of

***A MOTION (Jones) to nominate J. Garafalo as Board President.***

***A MOTION (Griffin) to nominate R. Griffin as Board President.***

***There were no other nominations for Board President so the nominations were closed.***

***VOTE ON J. GARAFALO AS BOARD PRESIDENT: Yes: Bulich, Haas, Holsopple, Jones, Garafalo; No: Griffin, Warner***

***VOTE ON R. GRIFFIN AS BOARD PRESIDENT: Yes: Griffin, Warner; No: Bulich, Haas, Holsopple, Jones, Garafalo***

***MOTION CARRIED FOR J. GARAFALO AS BOARD PRESIDENT: 5 Yes, 2 No***

Board President

The District Clerk Pro Tem opened the floor for nominations for Board Vice President.

***A MOTION (Garafalo) to nominate K. Haas as Board Vice President. There were no other nominations for Board Vice President so the nominations were closed. VOTE ON BOARD VICE PRESIDENT: Unanimous, 7-0. Motion carried unanimously.***

Vice President

***The District Clerk Pro Tem gave J. Garafalo, Board President and K. Haas, Board Vice President their Oaths of Office.***

Oaths of Board President and Vice President

*The District Clerk Pro Tem gave Dr. Kathleen Farrell, Superintendent of Schools, her Oath of Office.*

Oath of Office for Superintendent

**A MOTION (Holsopple/Jones) to MOVE and APPROVE the following resolutions regarding annual appointments. VOTE: Unanimous, 7-0. Motion carried unanimously.**

Annual Appointments

Resolved: From July 1, 2007 through June 30, 2008, the Board of Education authorizes the use of the impartial hearing officers list in accordance with SED Regulations.

Impartial Hearing Officers

Resolved: That the following annual appointments be approved effective July 1, 2007, through June 30, 2008:

- District Treasurer – Jeffrey Miriello
- District Clerk – Donna Van Kleeck
- Deputy Treasurer – William Muirhead
- School District Tax Collector – Nyrelle Colon
- Claims Auditor – Elizabeth Loebbaka
- School Physician – Dr. Catalina Alegre-Levine – \$6,000 per year.
- School Attorneys – Shaw & Perelson, LLP, Attorneys at Law pending acceptance of contract; Hiscock & Barklay, P.C. for Bond Counsel pending acceptance of contract; continue with Girvin & Ferlazzo, Attorneys at Law, for Construction
- Census Enumerator
- Attendance Officer
- District External Auditor - Independent Auditor – Alexander Varga
- Internal Auditor – Ray Cerrone
- Records Access Officer/Records Management Officer – Donna VanKleeck
- Records Retention & Disposition Officer – Donna Van Kleeck
- Records Access Appeals Officer – Kate Farrell
- Asbestos Designee – John Willabay
- Purchasing Agent – Kimberly Lewis
- Title IX – William Ball
- EEOC Coordinator – Kate Farrell
- Section 504 Coordinator – Kate Farrell
- District Fiscal Advisor – Fiscal Advisors
- Compliance Officer for Americans with Disabilities Act (employment/public/facilities accommodations requirements) – Kate Farrell
- Student Residency Determination Designee – Central Registrar
- Designee for determining decisions regarding retroactive retirement system memberships – Kimberly Lewis
- Emergency Management/Safety Coordinators – John Willabay/William Muirhead
- Inventory Control for Technology – Cheryl Rabinowitz
- Inventory Control for Property, Equipment & Furniture – John Willabay
- Extra-Classroom Activities Account Treasurer – Account/Clerk Typist/CHS
- Extra-Classroom Activities Account Comptroller – High School Principal
- The continuation of Professional Practices Committees
- Board Sub Committees:
  - Buildings & Grounds Committee
  - Finance/Audit Committee

- Jeffrey Miriello
- Donna VanKleeck
- William Muirhead
- Nyrelle Colon
- Elizabeth Loebbaka
- Catalina Alegre-Levine
- Shaw & Perelson
- Hiscock & Barclay
- Girvin & Ferlazzo
  
- Alexander Varga
- Ray Cerrone
- Donna VanKleeck
- Donna VanKleeck
- Kate Farrell
- John Willabay
- Kimberly Lewis
- William Ball
- Kate Farrell
- Kate Farrell
- Fiscal Advisors
  
- Kate Farrell
- Central Registrar
  
- Kimberly Lewis
- John Willabay
- William Muirhead
- Cheryl Rabinowitz
- John Willabay
- Account/Clerk Typist
- HS Principal

Board Committees

- Personnel Committee
- Policy Committee

CSE Committee:

- Chairperson - Director of Special Education
- Psychologists - Bill Nicholson (Elementary)
- Bettina Young (Middle/High)

Parent Members- Paul Jilek and Veronica Dowd

The child's Special Education teacher as defined by Federal regulations.  
 The child's Regular Education teacher as defined by Federal regulations.

CSE Committee

CPSE Committee:

- Chairperson - Director of Special Education
- School Social Worker - Preschool staff
- Psychologist - Preschool staff
- Bill Nicholson (if going into gr. K)
- Parent Member - TBD

CPSE Committee

Records Advisory Board

- RMO/Chairperson - Donna VanKleeck
- Attorney - David Shaw
- Historian - Charles Swain
- Board Member - Board President
- Member - School Business Administrator
- Member - Sharon Hendricks

Records Advisory Board

Resolved: That the Board of Education approves the following designations effective July 1, 2007:

Annual Designations

Official Bank Depositories and Banks Authorized for Accounts:

First Niagara Chase Manhattan Bank – Albany  
 Trustco Bank Bank of Greene County  
 HSBC

Official Bank Depositories

Banks Authorized for Investments:

First Niagara JP Morgan Chase  
 Trustco Bank of Greene County  
 Bank of America Sawyer Savings Bank  
 HSBC Bank of New York

Banks Authorized for Investments

Official Newspapers:

The Daily Mail and Daily Freeman

Official Newspapers

Certification of Payrolls:

Kimberly Lewis, Business Administrator

Certification of Payrolls

Bonding of Employees:

Employee Theft: \$200,000 for Treasurer, Deputy Treasurer, Tax Collector, Claims Auditor, District Clerk, Business Administrator and the Treasurer of the Extra-classroom Activities Account.

Bonding of Employees

RESOLVED, that the Board of Education hereby authorizes the establishments of petty

Petty Cash Funds

cash funds in the amounts listed and appoint the designated positions as custodians of the funds:

High School	Principal	\$100	
Middle School	Principal	\$100	Petty Cash Funds
Catskill Elementary	Principal	\$100	
Superintendent's Office	Admin. Assistant	\$100	
Business Office	Treasurer	\$100	
School Lunch Program	School Lunch Mgr.	\$100	

Authorized Signatures:

General Fund, Trust & Agency Fund, Capital Fund, School Lunch Fund, and Special Aid Fund, Debt Service Fund checks, and Private Purpose Trust Fund checks:

Authorized Signatures

One of the following signatures required: District Treasurer or Deputy Treasurer in the Treasurer's absence.

Borrowing in Anticipation of Revenues through the use of Revenue Anticipation Notes and/or Tax Anticipation Notes as pursuant to Sections 24.00 and 25.00 of the local Finance Law.

Two of the following signatures required: President, Vice President, and the District Clerk

Extra-Classroom Activities Account checks:

One of the following signatures is required: Comptroller or Central Treasurer

Radio/TV Stations/Internet for Emergency Closing/Delayed Openings/Early Dismissals:

WCTW	-	98.5	WRNN	-	Channel 18
WGHQ	-	920	WNYT TV	-	Channel 10
WGY	-	810	WRGB	-	Channel 6
WFLY	-	Fly 92	WRRV	-	92.7
WPDH	-	101.5	WYJB	-	95.5

[www.cancellations.com](http://www.cancellations.com)

[www.catskillcsd.org](http://www.catskillcsd.org)

Radio/TV Stations/Internet for Emergency Closing/Delayed Openings/Early Dismissals

-Authorize Superintendent of Schools to approve attendance of District employees at meetings, conferences, conventions, and workshops at District expense and to approve related expenses.

-Establish reimbursement rate for authorized travel on school business according to the IRS Code. (currently at .485/mi.)

-Authorize Treasurer to transfer funds among banks and bank accounts as required and with approval of Business Administrator.

-Authorize Superintendent of Schools to approve appropriation transfers among budget account codes.

-Authorize the Superintendent to prepare and sign any documents involving resolutions to participate in cooperative bids with BOCES, school districts, and other agencies.

-Authorize Superintendent of Schools or his/her designee to apply for Grants in Aid.

Adoption - Annual Items  
Authorization of  
Employees to Attend  
Conf/Conventions &  
Workshops

Travel Reimbursement

Transfer of Funds

Appropriation  
Transfers  
Participate in  
Cooperative Bids  
Apply for Grants

- Authorize members of the Board of Education with Board approval to attend conferences and conventions with expenses approvable by District guidelines to be reimbursed by the District.
- Authorize Superintendent of Schools to hire short-term (day to day) substitute teachers and present to the Board of Education periodically the names of those substitute teachers whose day to day employment has been approved.
- Authorize the solicitation of class ring vendors and photographic services for senior portraits and for Grade 7-12 school pictures.

Board of Education to Attend Conferences /Conventions  
 Hire Short-term Substitute Teachers  
 Solicitation of Class Ring/ Photographic Services Vendors  
 Code of Conduct, By-Laws, and Board Policies  
 Building and District Safety Plans

Resolved: That the following 2007-08 annual items be approved:  
 -Adoption of existing Code of Conduct, By-Laws, and Board Policies.  
 -Adoption of existing Building and District Safety Plans.

RESOLVED, that the Catskill Central School District Board of Education appoint the following individuals, for the terms indicated, as members of the Catskill Public Library Board of Trustees:

Catskill Public Library Board of Trustees

<u>Trustee</u>	<u>Term</u>
Regina M. Doebler	2005 – 2008
Stewart Dutfield	2007 – 2010
Geralynn Demarest	2007 – 2010
Veronica Jara	2006 – 2009
Reverend Joyce Wilkerson	2006 – 2009
Anne Marie Moran	2006 – 2008

RESOLVED, that the Catskill Central School District Board of Education hereby approves the following Clarke Scholarship appointments for the 2007-08 school year:

Clarke Scholarship appointments

- William Ball, Administrator
- Joannie DiPerna, Secretary
- Earl Trethaway, Confidential/Financial Secretary

Substitute Rates

Operations and Maintenance	\$10.00 per hour
Teacher Assistants/Teacher Aides/Clerical	\$ 8.00 per hour
Monitors	\$ 7.50 per hour
Nurses	\$13.00 per hour
Non-certified Teachers	\$65.00 per day
Non-certified Teachers with Bachelor’s Degree	\$75.00 per day
Certified Teachers	\$90.00 per day

Substitute Rates

Resolved: That the President of the Board of Education, District Clerk, and/or the Superintendent of Schools are authorized to sign contracts with districts for the provision of 2007-2008 Health and Welfare services to pupils attending non-public schools located in other districts.

Authorization for Health Services Contracts

Resolved: That the Superintendent of Schools is authorized to admit non-resident Special Education tuition students placed by area school districts into appropriate Catskill Central School District programs on a space available basis so long as there are no additional unreimbursed expenses to the District.

Non-Resident Special Education Tuition Students

Resolved: That the Board of Education determines that the official meeting dates for the 2007-08 school year will be on the second and last Wednesdays of each month.

Board Meeting Dates

Resolved: That the Board of Education hereby adjourns the Organizational Meeting and convenes the Regular Meeting and waives the designation of emergency exits, roll call, and pledge.

Adjournment of Organizational Meeting

***A MOTION (Jones/Haas) to approve the board meeting minutes of June 27, 2007. VOTE: Unanimous, 7-0. Motion carried unanimously.***

Approval of Minutes

There was no one who wished to address the board.

Visitor Recognition

Dr. Farrell reported that the tree moving project went well. The tree is now located by the Business Office. Work at the buildings are progressing, we are on time and on budget.

Superintendent's Report

***A MOTION (Holsopple/Haas) to approve the following resolution regarding the School Tax Collector. VOTE: Unanimous, 7-0. Motion carried unanimously.***

Appointments of

Upon the recommendation of the Superintendent the board hereby approves the probationary appointment of Nyrelle Colon as School Tax Collector assigned to the Business Office, at an annual salary of \$25,000, retroactive to July 1, 2007.

Nyrelle Colon

***A MOTION (Griffin/Jones) to approve the following resolution regarding a Spanish teacher. VOTE: Unanimous, 7-0. Motion carried unanimously.***

Upon the recommendation of the Superintendent the Board hereby approves the three-year probationary appointment of Adam Porter as Spanish Teacher, in the tenure area of Spanish 7-12, assigned to the Catskill High School effective September 1, 2007 through September 1, 2010, at salary step 1B, as per CTA contract, (\$39,800), pending clearance of fingerprint supported criminal history background check.

Adam Porter

***A MOTION (Jones/Haas) to MOVE and APPROVE the following resolutions regarding personnel. VOTE: Unanimous, 7-0. Motion carried unanimously.***

Instructional Resignations

Upon the recommendation of the Superintendent the Board hereby approves the resignation of Jennifer Mazzone from her position as a Grade 3 Teacher at Catskill Elementary School, effective August 31, 2007, for personal reasons.

Jennifer Mazzone

Upon the recommendation of the Superintendent the Board hereby approves the appointment of the following as Department Chairs/Directors for the 2007-08 school year at a stipend of \$2,387.

Instructional Appointments

<b>Guidance</b>	<b>Music</b>	<b>English</b>
William Ball/Marielena Davis	Jim Guldenstern	Robert Stinson

Dept. Chairs

Upon the recommendation of the Superintendent the Board hereby approves the following 2007 Summer School appointments:

Name	2007 Subject Area	Hourly Rate
Elaine Carpenter	Teaching Assistant	\$11.64
Paula Kohler	Teaching Assistant	\$11.64
TBD	Teaching Assistant	\$11.64
Barbara Landi	1:1 Aide	\$10.52

Summer School

Upon the recommendation of the Superintendent the Board hereby approves the following Title II appointments for the 2007-08 Summer School, contingent upon sufficient student participation:

Project (Title II)	Teachers	Hours	Hr. Rate
Students' Scholastic Achievement Enhancement using Technology	Nancy Palmateer	25	\$20.00
	Rachel Scism	25	20.00
	Eileen McNeal	25	20.00

Summer School

Instructional Leave of Absence

Upon the recommendation of the Superintendent the Board hereby approves the request of Heather Frascello for a Child-Rearing leave of absence, as per Article 9.6 of the CTA contract, effective November 2, 2007 through September 1, 2008.

Heather Frascello

Non-Instructional Appointments  
Don Marino

Upon the recommendation of the Superintendent the Board hereby approves the permanent appointment of Donald Marino as Network Administrator effective, July 3, 2007.

Upon the recommendation of the Superintendent the board hereby approves the appointment of Josephine Greci as Cook (5 hr/day) at Catskill Central School District, and paid at the hourly rate of \$11.45 (salary category G of the CSEA Agreement) effective to July 1, 2007.

Josephine Greci

Upon the recommendation of the Superintendent the board hereby approves the appointment of Christine Matthews as Courier (8 hr/day) at Catskill Central School District, with no change in her current hourly rate of pay, retroactive to July 1, 2007.

Christine Matthews

Upon the recommendation of the Superintendent the board hereby approves the appointment of Elizabeth Loebbaka as Claims Auditor/Account Clerk assigned to the Superintendent's Office, with no change in her current hourly rate of pay, retroactive to July 1, 2007.

Elizabeth Loebbaka

***A MOTION (Griffin/Jones) to approve the following resolution regarding a substitute teacher. VOTE: Unanimous, 7-0. Motion carried unanimously.***

Instructional Appointments

Upon the recommendation of the Superintendent the Board hereby approves the appointment of Mary White as a short-term Substitute Biology Teacher assigned to the

Mary White

High School, from November 27, 2007 through January 27, 2008, and paid at the daily rate of 1/200ths of the prevailing Bachelor Degree, step one level (\$39,800), commencing on the 11th consecutive school day of employment in this assignment.

Instructional Appointments

**A MOTION (Jones/Holsopple) to approve the following resolution regarding an amendment. VOTE: Unanimous, 7-0. Motion carried unanimously.**

Upon the recommendation of the Superintendent the Board hereby approves the amendment to the appointment of Rhonda Kistingner to show that it is a two-year probationary appointment, effective September 5, 2007 through September 5, 2009.

Rhonda Kistingner

**A MOTION (Holsopple/Jones) to approve the following resolution regarding transportation. VOTE: Unanimous, 7-0. Motion carried unanimously.**

BE IT RESOLVED, that the Board of Education hereby approves the 30 day emergency transportation contract for the transportation of a special education students for the 2007-08 summer school at the following rates:

Approval of Transportation Contracts

- Greenville Middle School – July 3 through August 3, 2007 - \$171.00 per bus per day - Coxsackie Transport
- Claverack School – July 9 through July 23, 2007 - \$215.00 per bus per day - Coxsackie Transport

**A MOTION (Haas/Jones) to approve the following resolution regarding a grant. VOTE: Unanimous, 7-0. Motion carried unanimously.**

Resolved, that the Board hereby accepts the grant for the Greater Sense of Place Program from the Catskill-Olana Viewshed Mitigation Fund Grant in the amount of \$45,000.

Catskill-Olana Viewshed Mitigation Fund Grant

**A MOTION (Haas/Jones) to approve the following resolution regarding board committees. VOTE: Unanimous, 7-0. Motion carried unanimously.**

The Board will appoint members to the Ad Hoc Building & Grounds Committee, the Finance/Audit Committee, the Personnel Committee, and the Policy Committee for the 2007-08 school year.

Board Committees

Building & Grounds Committee

Eric Holsopple - Chair      Andy Jones      Michael Bulich      James Garafalo

Buildings & Grounds

Finance/Audit Committee

Randall Griffin – Chair      Dawn Scannapieco      Michael Bulich      James Garafalo

Finance/Audit

Personnel Committee

Dawn Scannapieco – Chair      Karen Haas      Randall Griffin      James Garafalo

Personnel

Policy Committee

Carol Schilansky – Chair      Dawn Scannapieco      Lisa Warner      James Garafalo

Policy

*A MOTION (Griffin/Jones) to approve the following resolution regarding surplus books. VOTE: Unanimous, 7-0. Motion carried unanimously.*

Approvals of

**WHEREAS**, the District owns books which are no longer useful or necessary for school district purposes and is of no value to the School District, as indicated below and made a part of this resolution.

Quantity	Title
8	Dictionaries
23	Health Grammar and Composition

Surplus Books

**THEREFORE, BE IT RESOLVED**, that the Board hereby declares such books to be surplus property and of no value to the School District and authorizes the disposal of such surplus equipment.

Approvals of

*A MOTION (Jones/Griffin) to approve the following resolution regarding Girvin & Ferlazzo. VOTE: Unanimous, 7-0. Motion carried unanimously.*

Resolved: That the Catskill Board of Education approve the continuation of the legal services of Girvin & Ferlazzo, PC at an hourly fee of \$160.00.

Girvin & Ferlazzo, PC

*A MOTION (Holsopple/Jones) to approve the following resolution regarding a donation. VOTE: Unanimous, 7-0. Motion carried unanimously.*

Donations  
Acceptance of

Upon the recommendation of the Superintendent the Board hereby approves the donation of American Flag valued at \$100.00 from National Society of Daughters of America Revolution, for the Catskill Elementary School.

National Society of  
Daughters of  
American Revolution

*The Board President gave Donna VanKleek, District Clerk, her Oath of Office.*

Oath of Office for  
District Clerk

Future Meetings of the Board of Education are as follows:

Future Meetings

- July 25, 2007 – Regular Meeting – CES Library – 7:00 PM
- August 29, 2007 – Regular Meeting – CES Library – 7:00 PM
- September 12, 2007 – Workshop/Voting meeting – CHS Cafeteria – 7:00 PM
- September 26, 2007 – New Teacher Reception – CHS Cafeteria – 6:30pm
- October 17, 2007 – Workshop/Voting meeting – CHS Cafeteria – 7:00 PM
- October 24, 2007 – New Faculty Reception – CHS Cafeteria – 6:30pm
- November 14, 2007 – Tentative Board Retreat
- November 28, 2007 – Regular Meeting – CHS Library – 7:00 PM
- December 12, 2007 – Regular Meeting – CHS Library – 7:00 PM
- January 9, 2008 – Workshop/Voting meeting – CHS Library – 7:00 PM
- January 30, 2008 – Regular Meeting– CHS Library – 7:00 PM
- February 13, 2008 – Workshop/Voting meeting – CHS Library – 7:00 PM
- February 27, 2008 –Regular Meeting – CHS Library – 7:00 PM
- March 12, 2008 – Workshop/Voting meeting – CHS Library
- March 26, 2008 – Regular Meeting– CHS Library
- April 9, 2008 – Special Meeting – Possible Budget Adoption– CHS Library
- April 22, 2008 – Regular Meeting - Board Votes on BOCES Annual Budget and BOCES Board Members – CHS Library
- May 6, 2008 – Public Hearing – CHS Auditorium – 7:00 PM – CHS Library

- May 13, 2008 – Voter Registration Day – 4:00 PM – 8:00 PM –  
CHS Auditorium Lobby
- May 14, 2008 – Workshop/Voting Meeting – CHS Library – 7:00 PM
- May 20, 2008 – Board Member & Budget/Propositions VOTE  
6:00 AM – 9:00 P.M. – CHS Gymnasium
- May 28, 2008 – Regular Meeting – CHS Library – 7:00 PM
- June 11, 2008 – Workshop/Voting meeting – CHS Cafeteria – 7:00 PM
- June 25, 2008 – Regular Meeting – CHS Cafeteria – 7:00 PM

There was no one who wished to address the board.

Visitor Recognition

***A MOTION (Jones/Warner) to go into executive session at 8:15 PM for the purpose of the employment history of a particular individual. VOTE: Unanimous, 7-0. Motion carried unanimously.***

Motion for  
Executive Session

***There was a consensus to return to public session at 8:59 PM.***

Return to Public  
Session

***A MOTION (Griffin/Holsopple) to adjourn the meeting at 9:00 PM. VOTE: Unanimous, 7-0. Motion carried unanimously.***

Adjournment

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Donna Van Kleeck, District Clerk

\*Note: 1-324 would include minutes from previous meetings since July 1, 2005.