

**SALEM CENTRAL SCHOOL
Salem, New York**

**Organizational Meeting
TUESDAY, JULY 5, 2011
7:00 PM – Cafeteria**

I. Administration of Oath

- a. District Clerk Karen MacGregor will administer the Oath of Faithful Performance in Office to newly elected Board Member, Mary Braymer.

II. Election of Officers

- a. The District Clerk announces that nominations are in order for President of the Board of Education. _____ moves that _____ be named president of the Board of Education for the 2011-2012 school year; the motion is seconded by _____.

Vote for President of the Board of Education

The District Clerk announces the winner of the election for President of the Board of Education and administers the Oath of Faithful Performance in Office to the President of the Board of Education.

- b. The Board of Education President announces that nominations are in order for vice president of the Board. _____ moves that _____ be named vice president of the Board of Education for 2011-12 school year, motion seconded by _____.

Vote for Vice President of the Board of Education

The Board President announces the winner of the election for Vice President of the Board of Education and administers the Oath of Faithful Performance in Office to the Vice President of the Board of Education.

III. Appointment of Officers

Note: The following appointments can be included under one motion.

- a. Recommend the Board of Education approve the appointments listed below effective July 1, 2011- June 30, 2012.

<u>Position</u>	<u>Name</u>
Clerk of the Board	Karen MacGregor
District Treasurer	Tina Beattie
Deputy Treasurer	Maura Rapp
Tax Collector	Sue Neil
Internal Claims Auditor	Rich Phaneuf

The District Clerk administers the Oath of Faithful Performance in Office to the Officers.

IV. Other Appointments

- a. Recommend the Board of Education approve the appointments listed below effective July 1, 2011 – June 30, 2012.

School Physician	Glens Falls Hospital
School Attorney	Girvin & Ferlazzo
Central Treasurer	Tina Beattie
Attendance Officer	Beverly Kratzert
Independent Auditor	Questrar
Record Access Officer	Karen MacGregor
Record Management Officer	Karen MacGregor
Asbestos (LEA) Designee	Brian Tiftt
Purchasing Agent	Kerri Piemme
Complaint Officer	Kerri Piemme and Rich Phaneuf
Title IX Officer	Kerri Piemme

V. Designations

- a. Recommend the Board of Education approve the designations listed below effective July 1 – June 30, 2012.

Official Bank Depository	Glens Falls National Bank
Regular Monthly Meetings	Kerri Piemme
Official Newspaper	The Eagle

VI. Authorizations

- a. Recommend the Board of Education approve the following authorizations effective July 1 – June 30, 2012.

To Certify Payrolls	Kerri Piemme
Approve Conferences and Workshops	Kerri Piemme
Designation of Signatures on Checks	Tina Beattie
Budget Transfers on Superintendent's Approval	Karen MacGregor
Apply for Grants in Aid (State and Federal)	Kerri Piemme

VII. Official Undertakings (Bonds)

- a. Recommend the Board of Education approve the official undertakings (Bonds) listed below effective July 1 – June 30, 2012.

District Treasurer	Tina Beattie
Deputy Treasurer	Maura Rapp
Tax Collector	Sue Neil
Central Treasurer Activity Funds	Tina Beattie
Internal Claims Auditor	Rich Phaneuf

VIII. Other Items

- a. Recommend the Board of Education readopt the Policies and Code of Ethics that were in effect during the 2010-11 school year.
- b. Recommend the Board of Education establish the mileage reimbursement rate set by the Internal Revenue Service which is 55.5 cents a mile.
- c. The following individuals to serve as members of the Committee on Special Education, the Committee on Preschool Education, and the 504 Committee for the 2010-2011 school year:

Committee on Special Education

Mr. Richard Phaneuf	Co-Chairperson
Mrs. Lisa Hansen	Psychologist and Co Chairperson
Dr. Kerri Zappala-Piemme	Administrator
Mrs. Jane Lourie	Principal
Mr. Donald Zarzycki	Guidance Counselor
Mrs. Beverly Kratzert	Counselor
Ms. Diane Lewis	Special Education Teacher
Mrs. Joanne Commisso	Special Education Teacher
Mrs. Julie Northshield	Special Education Teacher
Ms. Karen Keefe	Special Education Teacher
Ms. Katy Cummings	Special Education Teacher
Mr. William Moore	Special Education Teacher
Mrs. Dawn Miner	Special Education Teacher
Mrs. Philomena Smith	Special Education Teacher
Mrs. Kellaine Connolly	Teacher of Speech and Hearing Handicapped
BOCES	Assistive Technology Provider
BOCES	Physical Therapist
Mrs. Stacy Riche	Occupational Therapist Registered
Ms. Sheryl Chambers	School Nurse
	Student's Classroom Teacher(s)
Ms. Kris Freitag	Parent
	Parent
Dr. Daniel Garfinkel or designated representative from Glens Falls Hospital Health Services	School Physician

Committee on Preschool Education

Mr. Richard Phaneuf	Co-Chairperson
Lisa Hansen	Co-Chairperson
	Washington County Rep
	Certified Special Education Evaluator
	Related Service Providers working w/students
	Certified Special Education Teacher
	Certified Regular Education Teacher
Dr. Daniel Garfinkel or designated representative from Glens Falls Hospital Health Services	School Physician

504 Committee

Richard Phaneuf	Co-Chairperson
Lisa Hansen	Co-Chairperson
Richard Phaneuf	Interim Compliance Officer
	Others who have knowledge of the child

IX. Personnel

- a. Recommend the Board of Education approve the following Extra Curricular and Coaching Appointments for the 2011-12 school year.

Extracurricular Duties 2011-12

Extra Curricular Activity	Compensation Index	Staff
Assistant Prom Coordinator	2.0%	Amy Ruggles/Annie Steller
Athletic Director	15.0%	Geoff Tillou
Class Advisor Grade 7	1.0%	Carol McPhee
Class Advisor Grade 8	1.0%	Vicki Perkins (SS)
Class Advisor Grade 9	1.0%	Anna Courtney
Class Advisor Grade 10	1.0%	Judy Bardin
Class Advisor Grade 11 (includes Prom)	4.0%	Vicki Perkins (Eng)
Class Advisor Grade 12 (includes Graduation Activities)	3.0%	Vicki Perkins (Eng)
Drama Club Advisor/Director	6.0%	M. Skelly/K. Payne/R. Butler
FBLA	2.0%	TBD
FCCLA	2.0%	TBD
FFA	7.0%	Amy Maxwell
Friends of Rachel	1.0%	Bev Kratzert/Lisa Hansen
Home Events Coordinator	2.0%	Matt Parker
Jr. FFA	2.0%	TBD
Kids Project Coordinator	1.0%	Paula Bourgeois
Literary Magazine	4.0%	Nancy Artz
Music – Elementary Chorus	4.0%	Kathy Payne
Music – Extracurricular Instrumental	4.0%	Rich Butler
Music – Extracurricular Vocal	4.0%	Rich Butler
Music – Jazz Band	4.0%	Rich Butler

National Honor Society	2.0%	Carol McPhee/Vicki Perkins(SS)
RTI – Coordinator	2.0%	Sue Greene
RTI – Assistant	1.0%	Jackie White
SADD	2.0%	Diane Lewis
School Musical Director/Drama Club Advisor	8.0%	M. Skelly/R. Butler/K. Payne
School Web Master	3.0%	Randy North
Spanish Club	1.0%	Chris Fron/Laurie Fron
Student Council – Jr/Sr High School	3.0%	Dawn Parker
Student Council Elementary	3.0%	Tina Luke
Technology Support Coordinator	3.0%	Sue Neil
Yearbook Advisor	8.0%	Randy North

Coaching Appointments 2011-12

Sport	Level	Coach
Football	Varsity	Pat Niles
	Asst. Varsity	Dave Keys
	JV	Andrew Isom
Boys Soccer	Varsity	McClellan Merryman
	JV	Dawn Parker
	Modified	Geoff Tillou
Girls Soccer	Varsity	Jason Groark
	JV	Matthew Parker
Field Hockey	Varsity	Stacy Riche
	Modified	Vanessa Trybendis

- b. Recommend the Board of Education approve the following Retirement Payout-Sick Days and Incentives.

Jacquelyn Gawronski

\$7,975.00 (55% x290 max x \$50.00)

\$10,000.00 first year eligible incentive paid to 403(b) **\$17,975.00**

Gail Griffen

\$7,975.00 (55% x 290 days max x \$60.00 paid to 403(b). **\$9,570.00**

Linda Bardin

\$7,727.50 (55% x 281 days x \$60.00) paid to 403(b) **\$9,273.00**

Terry McKeighan

\$6,423.50 (65.5 days x .5 x \$47,073.00 annual salary/240 per diem divisor) per page #14 of WASEA contract

\$10,000.00 (paid via payroll) **\$16,423.50**

Dianne Keys

\$2,359.41 (43 days x 6 hours per day x \$18.29 per hour)

\$5,000.00 WASEA Incentive (paid via payroll) **\$7,359.41**

Thomas Clark

\$2,051.12 (46 x .5 x \$16,944 annual salary/190 per diem divisor)
\$5,000.00 WASEA Incentive (paid via payroll)

\$7,051.12

- c. Recommend the Board of Education approve the appointment of Mardi Perkins as summer transportation bus monitor.

X. Adjunct Pay Rates

The Superintendent recommends the Board of Education approve the following Adjunct Pay Rates:

Position		Current Rate 2010-11	Proposed Rate 2011-2012
Sub Teachers Uncertified	Days 1-25	\$70 per diem	\$70 per diem
Sub Teachers Uncertified	Day 26+	\$75 per diem	\$75 per diem
Sub Teachers Certified	Days 1-25	\$85 per diem	\$85 per diem
Sub Teachers Certified	Day 26+	\$90 per diem	\$90 per diem
Sub Aides		\$10 Per Hour	\$10 Per Hour
Sub Clerical		\$10 Per Hour	\$10 Per Hour
Sub Custodian		\$10 Per Hour	\$10 Per Hour
Sub Cafeteria Worker		\$10 Per Hour	\$10 Per Hour
Sub Bus Driver		\$18 Per Hour	\$18 Per Hour
Sub Nurse		\$20 Per Hour	\$20 Per Hour
Student Worker		\$7.15 Per Hour	\$7.25 Per Hour
Tutor		\$22.50 Per Hour	\$22.50 Per Hour
Voting Machine Custodian		\$100 Per Diem	\$100 Per Diem

XI. New Business

- a. Board of Education Representative
Each year, the PTA requests that a member of the Board of Education be designated to serve as the Board -PTA liaison. Recommend _____ serve as the Board-PTA Liaison. (If you are interested in doing this please let the other BOE members know.)
- b. Recommend the Board of Education approve the following lunch prices for the 2011-12 school year:

Grades	Price	Change from 2010-11
K-3 Lunch	\$1.70	No change
4-6 Lunch	\$1.90	+.20 <input type="checkbox"/>
7-12 Lunch	\$2.25	+.30 <input type="checkbox"/>
k-12 Breakfast	\$1.00	No change

- c. Recommend the Board of Education declare the following items as surplus and give the Superintendent the authority to dispose of it in the most expedient manner.

Quantity	Item	Disposal
108	Cafeteria chairs	Sell
26	Cafeteria tables	Sell

- d. Recommend the Board of Education approve the request from the Salem Fire Department to use the student parking lot for the annual hose inspection on Saturday July 9 and Sunday July 10th.

XII. EXECUTIVE SESSION

Executive session is anticipated

Please note:

Executive Session of a Board of Education can be called for any of the following reasons:

- Matters that may imperil public safety
- Discussion on any matter that may disclose the identity of a law enforcement agent or informer.
- Discussion of information relating to current or future investigation or prosecution of a criminal offense that would imperil effective law enforcement if disclosed.
- Discussions involving proposed, pending, or current litigation.
- Collective negotiations pursuant to article 14 of the Civil Service Law.
- Discussion of the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation.
- The preparation, grading, or administration of exams.
- The proposed acquisition, sale, or lease of real property or proposed acquisition, sale, or exchange of securities, but only when publicity would substantially affect the value of these items.

XIII. ADJOURNEMENT

2011-12 BOE Meeting Dates

Day	Date	Meeting	Time	Additional Topics
Tues.	July 5, 2011	Organizational Meeting	7:00 PM	
Wed.	July 20, 2011	Regular Meeting	7:00 PM	
Wed.	August 17, 2011	Regular Monthly Meeting	7:00 PM	
Wed.	September 21, 2011	Audit Committee Meeting	6:00PM	
Wed.	September 21, 2011	Regular Monthly Meeting	7:00 PM	
Wed.	October 19, 2011	Regular Monthly Meeting	7:00 PM	
Wed.	November 16, 2011	Regular Monthly Meeting	7:00 PM	
Wed.	December 21, 2011	Audit Committee Meeting	6:00 PM	
Wed.	December 21, 2011	Regular Monthly Meeting	7:00 PM	
Wed.	January 18, 2012	Regular Monthly Meeting	7:00 PM	
Wed.	February 15, 2012	Regular Monthly Meeting	7:00 PM	
Wed.	March 21, 2012	Audit Committee Meeting	6:00 PM	
Wed.	March 21, 2012	Regular Monthly Meeting	7:00 PM	
Wed.	April 18, 2012		7:00 PM	Special Meeting Budget Adoption
Mon.	April 23, 2012	Regular Monthly Meeting	7:00 PM	BOCES Budget VOTE
Thurs.	May 5, 2012		7:00 PM	Salem Budget Hearing
Tues.	May 15, 2012		8:00 AM – 8:00 PM	Budget Vote Regular Monthly Meeting
Wed.	June 20, 2012	Audit Committee Meeting	6:00 PM	
Wed.	June 20, 2012	Regular Monthly Meeting	7:00 PM	