

MINUTES OF THE BOARD OF EDUCATION
ANNUAL ORGANIZATIONAL MEETING
EDGEMONT UNION FREE SCHOOL DISTRICT
Edgemont Jr.-Sr. High School LGI
Wednesday, July 1, 2015
8:15 P.M.

Board members Michael Bianchi, David Chao, Jennifer Darger, Jonathan Faust, Anish Nanavaty, David M. C. Stern, and Brian Yarrington were present. Superintendent Victoria S. Kniewel and Assistant Superintendent Susan Shirken, District Clerk Rosemary DeVito, Michael Curtin, and Devan Ganeshananthan also attended. There were nine community members present.

I. CALL TO ORDER

Superintendent Victoria S. Kniewel called the Annual Organizational Meeting to order at 8:18 P.M.

Administration of Oath of Office

--to re-elected board members Jennifer Darger and Brian Yarrington

District Clerk Rosemary DeVito administered the Oath of Office to Jennifer Darger and then to Brian Yarrington.

II. Election of Board of Education President and Administration of Oath of Office

Victoria S. Kniewel invited nominations for the Office of President for the 2015-2016 Board of Education. Brian Yarrington nominated David M. C. Stern for Board president. Anish Nanavaty seconded the nomination. Victoria S. Kniewel asked for other nominations. There were no other nominations. Brian Yarrington moved that nominations be closed. Anish Nanavaty seconded the move. Victoria S. Kniewel declared David M. C. Stern President of the Edgemont Board of Education by acclamation. Board members extended their congratulations to David M. C. Stern as the 2015-2016 Board President. At this time, Rosemary DeVito administered the Oath of Office as President to David M. C. Stern.

III. Election of Board of Education Vice-President and Administration of Oath of Office

Board president David M. C. Stern asked for nominations for the Office of vice-president for the 2015-2016 Board of Education. Brian Yarrington nominated Anish Nanavaty for vice president of the Board for 2015-2016. Jennifer Darger seconded the motion. David M. C. Stern asked for other nominations. There were no other nominations. Brian Yarrington moved that nominations be closed. Jennifer Darger seconded the move. Board president David M. C. Stern declared Anish Nanavaty vice-president of the Edgemont Board of Education by acclamation.

Board members extended their congratulations to Anish Nanavaty as the 2015-2016 Board vice-president. At this time, Rosemary DeVito administered the Oath of Office as Vice President to Anish Nanavaty.

David Chao made a motion to approve the Indemnification of Officers and Employees of the District as written. Michael Bianchi seconded the motion and the motion was approved unanimously.

IV. Indemnification of Officers and Employees of the District

RESOLUTION

15-001

RESOLVED, that the Edgemont Union Free School District hereby adopts for all officers and employees of the District, coverage provided by Section 18 of the New York State Public Officers Law. This coverage shall supplement and be in addition to the coverage available to such officers and employees by other enactments or from other sources.

Anish Nanavaty made a motion to approve Agenda Items V. through VIII. as a group. Brian Yarrington seconded the motion and the motion was approved unanimously:

V. Appointments

RESOLUTION

15-002

Athletic Trainer

RESOLVED, that Teresa Roane be appointed Athletic Trainer for the period August 15, 2015 through June 15, 2016 at an annual salary of \$50,853.

RESOLUTION

15-003

Certiorari Counsel

RESOLVED, that Ira Levy, Esq. be retained as Certiorari Counsel for the Edgemont School District for the school year 2015-2016 at an hourly rate of \$125.00. (**Attachment #1**)

RESOLUTION

15-004

Chief Information Officer

RESOLVED, that Susan Diermeier be appointed Chief Information Officer for the period July 1, 2015 through June 30, 2016 at an annual stipend of \$25,000.

RESOLUTION

15-005

CSE Committee

RESOLVED, that the Board of Education approve the appointment of the members of the Committee on Special Education for the 2015-2016 school year as noted on **Attachment # 2**.

RESOLUTION

15-006

CPSE Committee

RESOLVED, that the Board of Education approve the appointment of the members of the Committee on Preschool Special Education for the 2015-2016 school year as noted on **Attachment # 2**.

RESOLUTION

15-007

Impartial Hearing Officers

WHEREAS, the Board of Education is charged with responsibility for maintaining a list including the names of impartial hearing officers who are certified by the Commissioner of Education to conduct hearings and render decisions with respect to the evaluation or placement of students with disabilities and who are available to serve in the School District, now therefore, be it

RESOLVED, that, in accordance with State Education procedures, the Board of Education hereby approves the list of certified and geographically available hearing officers maintained and regularly updated by the State Education Department and, further, approves selection of hearing officers in rotational order from such list which is accessible to the School District on the Impartial Hearing Reporting System (IHRS) website created by the State Education Department to monitor timelines for impartial hearings.

RESOLUTION

15-008

Surrogate Parent

RESOLVED, that the Board of Education approve the appointment of Erin Sullivan-Theisen to serve as surrogate parent for the 2015-2016 school year as noted on **Attachment # 2**.

RESOLUTION

15-009

Dignity for All Students Act (DASA)

RESOLVED, that the Board of Education approve the appointment of Jennifer Johnson to serve as the DASA Coordinator for 2015-2016.
(**Attachment # 3**)

RESOLUTION

15-010

Deputy Treasurer

RESOLVED, that Barbara Weiss be appointed Deputy Treasurer for the period July 1, 2015 through June 30, 2016 at no stipend.

RESOLUTION

15-011

Director of Transportation

RESOLVED, that John McCabe be appointed to the position of Director of Transportation for the period July 1, 2015 through June 30, 2016 at an annual stipend of \$6,895.

RESOLUTION

15-012

District Clerk

RESOLVED, that Rosemary DeVito be appointed District Clerk for the period July 1, 2015 through June 30, 2016 at an annual stipend of \$13,729.

RESOLUTION

15-013

District Courier

RESOLVED, that Harry Tkachuk be appointed District Courier at a stipend of \$249 per week from September 1, 2015 through June 30, 2016. (**Attachment # 4**)

RESOLUTION

15-014

Extra-Classroom Activities Treasurer

RESOLVED, that Jennifer Johnson be appointed Extra-Classroom Activities Treasurer in accordance with the Commissioner's Regulation 172.5 for the period July 1, 2015 through June 30, 2016 at no stipend. (**Attachment # 5**)

RESOLUTION

15-015

General Counsel & Negotiations Counsel

RESOLVED, that the law firm of Bond, Schoeneck & King be retained as General Counsel and Negotiations Counsel for the Edgemont School District for the school year 2015-2016 at an hourly rate of \$265. (**Attachment # 6**)

RESOLUTION

15-016

Internal Claims Auditor

RESOLVED, that Ritamarie Caiati be appointed Internal Claims Auditor, in accordance with Education Law 1709.2, for the period July 1, 2015 through June 30, 2016 at a Per-diem salary of \$306 for a maximum of three days per month and at an annual rate not to exceed \$9,000.

RESOLUTION

15-017

Internal Claims Auditor – Back-up

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the appointment of Barbara Weiss as a back-up Internal Claims Auditor for Ritamarie Caiati for 2015-2016 at the rate of \$306 per review.

RESOLUTION

15-018

LEA Asbestos Designee

RESOLVED, that John McCabe be appointed Local Educational Agency Asbestos Designee in compliance with EPA/AHERA 40 CFR part 763 for the period July 1, 2015 through June 30, 2016.

RESOLUTION

15-019

Newsletter Editor and Newsletter Designer

RESOLVED, that **Sara Stratford** be appointed Editor of the School District Newsletter for the period July 1, 2015 through June 30, 2016 at an annual stipend of \$8,323 and that Vanina Grovit be appointed as Designer for the School District Newsletter at an annual stipend of \$11,322.

RESOLUTION

15-020

Purchasing Agent, Records Custodian, and Records Access Officer

RESOLVED, that Susan Shirken be appointed Purchasing Agent, Records Custodian, and Records Access Officer for the period July 1, 2015 through June 30, 2016.

RESOLUTION

15-021

Residency Investigator

RESOLVED, that the Board of Education authorizes the Superintendent of Schools to enter into an agreement with A.F. Investigations, Inc. for the purpose of confirming residencies of students and prospective students on an as-needed basis at a cost of \$65 per hour per investigator not to exceed \$18,000 for 2015-2016 without further authorization from the Board. **(Attachment # 7)**

RESOLUTION

15-022

School Physician

RESOLVED, that Dr. Morton Berman be appointed to the position of School Physician for the period July 1, 2015 through June 30, 2016 at an annual stipend of \$4,500. **(Attachment # 8)**

RESOLUTION

15-023

Secretary to the Chief School Officer

RESOLVED, that Victoria Osborne be appointed Secretary to the Chief School Officer for the period July 1, 2015 through June 30, 2016 at an annual salary of \$69,509.

RESOLUTION

15-024

Section 504/Title II ADA Responsible Person

RESOLVED, that TBD be appointed Section 504/Title II ADA Responsible Person for the period July 1, 2015 through June 30, 2016.

RESOLUTION

15-025

Student Disciplinary Hearing Officer

RESOLVED, that Victoria Kniewel be appointed Student Disciplinary Hearing Officer for the period July 1, 2015 through June 30, 2016.

RESOLUTION

15-026

Team Physician

RESOLVED, that Dr. Glenn Kaplan be appointed to the position of Team Physician for the period July 1, 2015 through June 30, 2016 at an annual stipend of \$5,750. (**Attachment # 8**)

RESOLUTION

15-027

Title IX Officers

RESOLVED, that Edward Kennedy and Victoria Kniewel be appointed Title IX Officers for the period July 1, 2015 through June 30, 2016.

RESOLUTION

15-028

Treasurer/Business Administrator

RESOLVED, that Lisa Herlihy be appointed Treasurer/Business Administrator at a prorated salary of .6 FTE for the period July 1, 2015 through June 30, 2016. The full dollar amount is \$71,380.

VI. Authorizations

RESOLUTION

15-029

To Sign Checks and Certify Payroll

RESOLVED, that Jonathan Faust be authorized to sign checks on funds of the Board of Education, and that David M. C. Stern be authorized to sign checks as an alternate and further RESOLVED, that checks drawn on the General Fund will require the signatures of two persons, and checks drawn on the Payroll Account will require one signature and further

RESOLVED, that Susan Shirken or Victoria Kniewel be designated to certify payroll.

RESOLUTION

15-030

Investment of District Funds

RESOLVED, that the Superintendent of Schools or the Assistant Superintendent of Schools, and the Treasurer/Deputy Treasurer be authorized to invest school district funds in certificates of deposit that are secured by third-party collateral agreements. The collateral must be full-faith obligations of the U.S. government. Third-party collateral is necessary for any deposit that exceeds \$100,000 in any bank.

RESOLUTION

15-031

Designation of Official Bank Depositories for District Funds

RESOLVED, that the following be and are hereby designated as depositories for district funds during the school year 2015-2016:

Bank of America

Webster Bank

Peoples Bank

AND FURTHER RESOLVED, that all deposits in excess of \$100,000 in these designated depositories be secured by third-party collateral agreements. The collateral must be full-faith obligations of the U.S. government. Third-party collateral is necessary for any deposit that exceeds \$100,000 in any bank.

(Attachment # 9)

RESOLUTION

15-032

Use of Check Signer Machine

RESOLVED, that the Treasurer and Deputy Treasurer be authorized to use the District Check Signer machine in accordance with Section 1720 of Education Law.

RESOLUTION

15-033

Petty Cash Accounts

RESOLVED, that the petty cash accounts of not more than \$100 each in the Greenville School, in the Seely Place School, and in the Edgemont Junior-Senior High School, and one account of not more than \$100 in the Business Office be in effect for the period July 1, 2015 - June 30, 2016. The trustees for the respective accounts are: Jennifer Allen, Ed Kennedy, Devan Ganeshanathan, and Susan Shirken. **(Attachment # 10)**

RESOLUTION

15-034

Fee for Pre-Approved Facility Use

RESOLVED, that the hourly rate for pre-approved rental of any school facility shall be established at \$95 per hour for a three-hour minimum for the 2015-2016 school year.

RESOLUTION

15-035

Teacher Substitute Pay

RESOLVED, that for the 2015-2016 school year the Per-diem rate for substitute teachers in the Edgemont Schools be \$100.00 for a full day of work (at least three periods at the Junior-Senior High School or at least three hours at the elementary schools) and \$50.00 for a half day (less than three periods at the Junior-Senior High School or less than three hours at the elementary schools); and be it further RESOLVED that for substitute teachers working for a specific teacher for more than 10 consecutive school days the subsequent per-diem rate of pay shall be \$125.00. (**Attachment # 11**)

RESOLUTION

15-036

Approval of Tuition Rates for Special Education Programs

The Edgemont Union Free School District (hereafter the School District) extends enrollment opportunities in its full-time special education classes to children who reside in neighboring school districts, upon referral by Boards of Education of such school districts, and

Whereas, the New York State Education Department annually computes Nonresident Tuition Rates for each School District in the State on the basis of the school district's actual net costs of educating nonresident students as set forth in Section 174.2 of the Regulations of the Commissioner of Education; and

Whereas, estimated Nonresident Tuition Rates are published for a school year in or around September of the school year and actual rates are published in December following the completion of the school year, and

Whereas, the State Education Department will establish estimated Nonresident Tuition Rates for special classes the 2015-2016 school year in or around September 2015 and will compute actual rates for the same time period in or around December 2016; now, therefore, it is hereby

RESOLVED, that the School District will admit nonresident students to its special education classes upon execution of an Agreement on behalf of the sending school district which 1) obligates the sending school district to pay to the School District the full estimated Nonresident Tuition Rate in two equal installments, the first installment due within ten school days of the publication of the estimated rate on the State Education Department website, and the second installment on February 1, 2016 and 2) obligates the sending school district to pay any difference between the estimated rate and the actual rate within ten days of the publication of the actual rate, in or around December 2016, whether or not the student who is the subject of the Agreement continues to be enrolled in the School District or continues to be a resident of the Sending School District; and

RESOLVED, that the Director of Pupil Personnel Services is directed to inform the Board of Education of the estimated 2015-2016 rate when it is published and the actual rate for 2015-2016 when it is published and to prepare invoices for sending districts within five days of the dates of publication of these rates; and

RESOLVED, that the Director of Pupil Personnel Services is authorized to advise sending School Districts that the estimated nonresident tuition rate for full-time special education classes at the elementary level for the 2014-2015 school year is \$61,284 but that the estimated rate for the 2015-2016 school year may be higher or lower than this number and will not be known until September 2015.

(Attachment # 12)

RESOLUTION

15-037

Approval of Auditors

RESOLVED, that the firm of O'Connor Davies, llp be appointed as independent auditors for the 2015-2016 school year at a fee of \$37,400. **(Attachment # 13)**

RESOLUTION

15-038

Approval of Official District Newspapers

RESOLVED, that *The Journal News* and *The Scarsdale Inquirer* be designated as official newspapers for the Edgemont School District.

RESOLUTION

15-039

Grants

RESOLVED, that the Superintendent of Schools be authorized to request Federal and State Grants.

RESOLUTION

15-040

Temporary Administrative Assignment in the Absence of the Superintendent

RESOLVED, that if Victoria Kniewel is unable to be reached, the responsibility and authority to act for the District shall fall to Susan Shirken. If, for any reason, Susan Shirken cannot be reached, the responsibility and authority to act on behalf of the District shall fall first to Ed Kennedy and then to Jennifer Allen and then to Devan Ganeshanathan. This procedure shall be in effect for the 2015-2016 school year.

RESOLUTION

15-041

Attendance at Audit Committee Meetings

RESOLVED, that each member of the Board of Education is authorized to attend meetings of the Audit Committee in the 2015-2016 school year.

VII. Reauthorization of Existing Policies

RESOLUTION

15-042

RESOLVED, that the Board of Education hereby revives and adopts its pre-existing policies for the 2015-2016 school year.

VIII. Schedule of Board of Education Regular Meetings

RESOLUTION

15-043

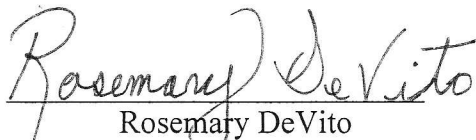
RESOLVED, that a regular meeting of the Board of Education will be held during the ensuing school year, as per **attachment # 14**. Meetings will be held at 8:15 P.M.in the LGI at the Junior-Senior High School.

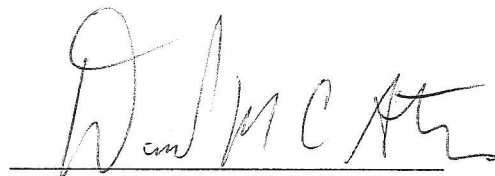
IX. ADJOURNMENT

Board president David M. C. Stern asked for a motion to adjourn the Annual Organizational Meeting and to commence the Regular Meeting.

At 8:27 P.M. Jennifer Darger made a motion to adjourn the Annual Organizational Meeting. Jonathan Faust seconded the motion, and the Board voted unanimously to approve this motion.

Attachments


Rosemary DeVito
District Clerk, Board of Education


David M. C. Stern
President, Board of Education