

HUDSON CITY SCHOOL DISTRICT
ANNUAL ORGANIZATIONAL BOARD OF EDUCATION MEETING
TUESDAY, JULY 5, 2011 – 6:00 P.M.
HUDSON SENIOR HIGH SCHOOL CAFETERIA

Minutes Meeting #1

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The Annual Organizational Meeting of the Hudson City School District was held on July 5, 2011 at Hudson Senior High School, 215 Harry Howard Ave., Hudson, NY.

PLEDGE OF ALLEGIANCE

The meeting was called to order at 6:04 p.m. by Frieda Van Deusen, Clerk of the Board of Education.

PRESENT: Jeri Chapman
Elizabeth Fout
Kelly Frank
Peter D. Merante, Sr.
Peter Meyer

ABSENT: Peter A. Rice, Jr.

LATE ARRIVAL: Jeffrey Otty

ALSO PRESENT: Superintendent John F. Howe
Assistant Superintendent Maria J. Suttmeier
Business Manager Daniel P. Barrett
Frieda A. Van Deusen Clerk of the Board

Mr. Meyer made a motion, seconded by Mr. Merante, that the Board of Education accept the agenda and include information on the Gateway to College Grant under New Business and also allow board members who are interested in being appointed as President and Vice President to say a few words before nominations begin. ACCEPT AGENDA
Ayes – 5 Nays – 0 MOTION CARRIED

Frieda Van Deusen, Clerk of the Board of Education, administered the Loyalty Oath to new Board Member Kelly Frank. Mr. Peter A. Rice, Jr. was not present to be sworn in and will be sworn in at a later date. LOYALTY OATH BOARD MEMBER

Board Member Jeffrey Otty arrived at the Board Meeting at 6:24 p.m.

At this time the following board members spoke in regard to their interest as President of the Board: Mr. Otty, Mr. Meyer and Ms. Fout

Nominations for President of the Board of Education were accepted by the Clerk of the Board. Jeffrey Otty was nominated for the Presidency on a motion by Mr. Merante, with a second by Mr. Meyer. Elizabeth Fout was nominated for President on a motion by Ms. Frank, with a second by Mr. Meyer. Peter Meyer was nominated for President on a motion by Ms. Fout. There being no further nominations, nominations were closed and a vote took place as follows: NOMINATION & ELECTION-BOARD PRESIDENT

Mr. Merante made a motion, seconded by Mr. Meyer, to appoint Mr. Otty as President. Mr. Otty was appointed as President. JEFFREY OTTY – BOARD PRESIDENT
Ayes – 4 Nays – 2 Mr. Meyer
Ms. Frank MOTION CARRIED

This time was set aside for board members interested in being appointed as Vice President to say a few words before nominations begin. Mr. Merante said a few words.

NOMINATION & ELECTION-BOARD VICE PRESIDENT - PETER MERANTE Nominations for Vice President of the Board of Education were accepted by the Clerk of the Board. Peter Merante was nominated for the Vice Presidency on a motion by Mr. Meyer, with a second by Ms. Fout. There being no further nominations, nominations were closed and a vote took place as follows. Mr. Merante was appointed as Vice Pres.
Ayes – 6 Nays – 0 MOTION CARRIED

LOYALTY OATH PRESIDENT AND ANDVICE PRESIDENT Frieda Van Deusen, Clerk of the Board of Education, administered the Loyalty Oath to Mr. Otty, President of the Board and Mr. Merante, Vice President of the Board.

PRESIDENT J. OTTY President Jeffrey Otty then presided over the meeting.

OFFICERS APPOINTED Resolve, that the Board of Education, on a motion by Ms. Fout, with a second by Ms. Frank, appoint the following Officers for the 2011-2012 school year, as recommended by the Superintendent:

- A. Clerk of the Board – Frieda A. Van Deusen
- B. Deputy Clerk of the Board – Daniel P. Barrett
- C. District Treasurer – Florence L. Stickles
- D. Deputy Treasurer – Daniel P. Barrett
- E. Tax Collector – Florence L. Stickles

Ayes – 6 Ayes – 0 MOTION CARRIED

LOYALTY OATH CLERK OF BOARD, DEPUTY CLERK & DEPUTY TREASURER President Jeffrey Otty administered the Loyalty Oath to the Clerk of the Board, Deputy Clerk of the Board, and Deputy Treasurer. The Board Clerk will administer the Oath to the Treasurer and Tax Collector at a later date.

EXECUTIVE SESSION Ms. Frank made a motion, seconded by Mr. Meyer, that the Board of Education go into Executive Session at 6:40 p.m. to discuss contractual matters and discussion of employment/employment history of a particular person(s).

Ayes – 6 Nays – 0 MOTION CARRIED

The Board of Education came out of Executive Session at 6:56 p.m. on a motion by Ms. Fout, with a second by Ms. Frank.

Ayes – 6 Nays – 0 MOTION CARRIED

ANNUAL APPOINTMENTS Be It Resolved, that the Board of Education, on a motion by Mr. Meyer, with a second by Mrs. Chapman, appoint the following for the 2011-2012 school year, as recommended by the Superintendent:

- School District Attorney – Rapport, Meyers, Whitbeck, \$190.00 per hour
Shaw & Rodenhausen
- Labor Relations Attorney – Donoghue, Thomas, Auslander & Drohan -
\$200.00/hr. (attorneys) and \$90.00/hr. (paralegal)
- School Physician – Dr. Hasmukh C. Harde - \$1666.63 (for the month of July
2011)
- School Dentist – Dr. Robert Danz \$1,000
- Independent External Auditor – Raymond G. Preusser, CPA, PC
- Internal Claims Auditor – Educational & Management Services
- Purchasing Agent – Daniel P. Barrett
- Records Access Officer – Daniel P. Barrett
- Records Management Officer – Daniel P. Barrett
- Title IX Compliance Officer – Daniel P. Barrett
- Program Administrator of the Blood-borne Pathogens Exposure Control Plan-
Daniel P. Barrett
- District Emergency Coordinator – George Keeler
- Safety and Health Designee – George Keeler
- Asbestos (LEA) Designee – George Keeler

Americans with Disabilities Act (ADA) Coordinator – George Keeler
Public Access Defibrillation (PAD) Coordinator – George Keeler
EPA Lead-Based Paint Renovation, Repair, & Painting (RRP) Program
Coordinator – George Keeler
Integrated Pest Management (IPM) Coordinator – George Keeler
Section 504 Compliance Officer – Kim Lybolt
Liaison for the Education of Homeless Children & Youth – Kim Lybolt
Medicaid Compliance Officer – Kim Lybolt
HIPAA Officer – Kelly McDonald
School District Insurance Consultant – First Niagara Risk Management, Inc.
School District Architect – Rhinebeck Architecture & Planning
Financial Consulting Services – Bernard P. Donegan, Inc.

Ayes – 5 Nays – 1 Ms. Fout MOTION CARRIED

“RESOLVED on a motion by Mr. Meyer, with a second by Ms. Frank, That The Bank of Greene County, Hudson, New York; TD Bank, Hudson, New York; and C.L.A.S.S. (New York Cooperative Liquid Assets Securities System), be and they are hereby designated as the official depositories for all school funds of this said District.”

OFFICIAL
DEPOSITORIES

THE BANK OF GREENE COUNTY, Hudson, NY

General Fund	Federal E.S.E.A.	School Lunch Fund
Payroll Account	Trust & Agency Fund	Capital Renovation Fund
General Fund Money Market Account		Capital Reserve

TD BANK, Hudson, NY (formerly Evergreen Bank)

Extra Classroom Activity Fund – Hudson High School
Extra Classroom Activity Fund – Hudson Junior High School
Extra Classroom Activity Fund – Elementary

C.L.A.S.S.

General Fund	Special Aid Fund	Capital Fund	School Lunch Fund
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BANK OF AMERICA, TD BANK, NATIONAL UNION BANK OF KINDERHOOK, FIRST NIAGARA BANK, KEYBANK OF NEW YORK, BANK OF NEW YORK, MELLON AND U.S. BANK may be used from time to time for investment or borrowing purposes depending on rates.

Ayes – 6 Nays -0 MOTION CARRIED

Be It Resolved, that the Board of Education, on a motion by Mr. Meyer, with a second by Mr. Merante, set the date and time of the regular Board of Education meetings to be at 7:00 P.M. on the second and fourth Monday of the month unless otherwise determined by the Board.

DATE & TIME OF
BOARD MEETINGS

Ayes – 6 Nays – 0 MOTION CARRIED

Be It Resolved, that the Board of Education, on a motion by Mr. Meyer, with a second by Mrs. Chapman, authorize the Projected Board of Education Meeting Schedule for the 2011-2012 school year, as attached.

PROJECTED BD.
MEETING
SCHEDULE

Ayes – 6 Nays – 0 MOTION CARRIED

Be It Resolved, that the Board of Education, on a motion by Ms. Frank, with a second by Ms. Fout, designate the Register Star and the Columbia Paper as the official newspapers of the Hudson City School District.

OFFICIAL
NEWSPAPERS

Ayes – 6 Nays – 0 MOTION CARRIED

SUPERINTENDENT'S AUTHORIZATION Be It Resolved, that the Board of Education, on a motion by Mr. Meyer, with a second by Mr. Merante, authorize the Superintendent to:

- A. Certify payroll and per diem employees
- B. Approve attendance at professional conferences
- C. Approve budget transfers with Board approval
- D. Sign contracts with Board approval
- E. Apply for Grants in Aid (State and Federal)

Ayes – 6 Nays – 0 MOTION CARRIED

RESOLUTION FOR SINGLE SIGNATURE “RESOLVED, on a motion by Mr. Meyer, with a second by Ms. Fout, That checks drawn on the Board of Education Account of the City School District at THE BANK OF GREENE COUNTY may be signed by the printed facsimile signature of the District Treasurer of the School District, with like force and effect as if said facsimile signature had been affixed by such officer manually, and that said bank is hereby authorized, empowered and directed to pay said checks so drawn and to charge the account of the School District, with like force and effect as if the said signature had been affixed by such officer, and be it RESOLVED, That said Bank shall not be liable for and that this School District does hereby waive any claim which it may have against said Bank, and does hereby agree to indemnify and save harmless said Bank from any liability, loss or damage incurred by it for paying or charging to the account of this School District any checks to which such facsimile signature is affixed, or by the use of any dies, devices, machinery or equipment used by the School District for that purpose.”

Ayes – 6 Nays – 0 MOTION CARRIED

RESOLUTION FOR STANDARD REQUIREMENTS “RESOLVE, on a motion by Mr. Meyer, with a second by Mr. Merante, that this said District continue to use the following standard requirements set forth below which among others are outlined in the Regulations of the Commissioner of Education of the State of New York.

- A. Approved system of Treasurer’s Receipts
- B. An annual audit of the Treasurer’s records either by Certified Public Accountant, independent or outside accountant, or by a committee of three members of the Board of Education other than the Clerk and the Treasurer.
- C. Approved system of borrowing to meet fiscal responsibilities by the District Clerk and Board of Education President.”

Ayes – 6 Nays – 0 MOTION CARRIED

PETTY CASH FUNDS Be It Resolved, that the Board of Education, on a motion by Ms. Fout, with a second by Ms. Frank, establish the following Petty Cash funds for the 2011-2012 school year:

Senior High School – Thomas Gavin, Principal	\$50.00
Junior High School – Derek Reardon, Principal	50.00
Intermediate School – Mark Brenneman, Principal	20.00
J.L. Edwards Primary School – Steven Spicer, Principal	20.00
Board of Education Office – John Howe, Superintendent	75.00
Assistant Superintendent – Maria Suttmeier	25.00
Business Manager’s Office – Daniel Barrett	50.00
Student Services Office – Kim Lybolt	50.00
Homeless Grant – Kim Lybolt	25.00

Ayes – 6 Nays – 0 MOTION CARRIED

Be It Resolved, that the Board of Education, on a motion by Ms. Fout, with a second by Mr. Merante, adopt the following non-resident tuition rates for the 2011-2012 school year, as recommended by the Superintendent.

TUITION RATES

Grades K-6	\$ 5,379
Grades 7-12	\$ 6,988
Special Ed Student - K-6	\$16,806
Special Ed Student - 7-12	\$18,415

Ayes – 6 Nays – 0 MOTION CARRIED

Be It Resolved, on a motion by Mrs. Chapman, with a second by Ms. Fout, that members of the Board of Education be authorized to attend conferences, conventions, workshops, etc., with designated expenses as approved on a per request basis by the Board.

BOARD'S
AUTHORIZATION

Ayes – 6 Nays – 0 MOTION CARRIED

Be It Resolved, on a motion by Ms. Fout, with a second by Mr. Merante, that the Board of Education authorize the Treasurer to invest District funds.

AUTHORIZATION
TO INVEST FUNDS

Ayes – 6 Nays – 0 MOTION CARRIED

Be It Resolved, on a motion by Ms. Frank, with a second by Ms. Fout, that the Board of Education adopt the Hudson City School District Policy Manual and Code of Ethics for 2011.

ADOPTED BOARD
POLICIES

Ayes – 6 Nays – 0 MOTION CARRIED

Be It Resolved, on a motion by Mr. Meyer, with a second by Ms. Frank, that the Board of Education establish the following Board Committees and appoint two board members to each committee listed below:

BOARD
COMMITTEES

- A. Audit
- B. Facilities
- C. Policy
- D. Budget
- E. Curriculum

Ayes – 3 Mr. Meyer Nays – 3 Mrs. Chapman MOTION FAILED TO CARRY
Mr. Merante Ms. Fout
Mr. Otty Ms. Frank

Ms. Fout made a motion, seconded by Mrs. Chapman, that the Audit and Budget Committees be combined into one committee and the other committees remain the same.

BOARD
COMMITTEES

Ayes – 5 Nays – 1 Mr. Meyer MOTION CARRIED

Be It Resolved, that the Board of Education, on a motion by Ms. Fout, with a second by Mr. Merante, adopt the U.S. General Services Administration Per Diem Rates for New York, as attached, for reimbursable meal charges, including gratuities, for persons traveling for district-related business.

U.S. G.S.A. PER
DIEM TRAVEL
RATES

Ayes – 6 Nays – 0 MOTION CARRIED

Be It Resolved, on a motion by Mrs. Chapman, with a second by Ms. Fout, that the Board of Education approve an inter-municipal agreement, as attached, with the Rensselaer City School District for an Internal Controls Auditor for 2011-2012 school year, at an estimated cost of \$6,800.00, effective July 1, 2011 through June 30, 2012, as recommended by the Superintendent.

INTERNAL
CONTROLS
AUDITOR

Ayes – 6 Nays – 0 MOTION CARRIED

Be It Resolved, on a motion by Ms. Fout, with a second by Mr. Merante, that the Board of Education approve the attached list of Impartial Hearing Officers for special ed students for the 2011-2012 school year, as recommended by the Superintendent.

IMPARTIAL
HEARING
OFFICERS

Ayes – 6 Nays – 0 MOTION CARRIED

