

BOARD OF EDUCATION
HIGHLIGHTS of MEETING HELD - July 2, 2013
REORGANIZATIONAL MEETING

CALL TO ORDER: at 7:00 P.M. at Franklin Academy, 42 Huskie Lane, Malone

MEMBERS PRESENT: Arlie Collins, Christine Crossman-Dumas, Stephen J. Dupree, Carol Hunter, Gordon Hutchins, Donna Kissane, David LaPlant, Edward Lockwood, Wayne Rogers.

MEMBERS ABSENT: None.

OTHERS PRESENT: Cindy L. Brooks, Clerk Pro-Tem, Jerry Griffin, Superintendent, Timothy P. Whipple, School Business Administrator, Dave Brooks, Brandon Pelkey, Travis Kench, Linda Hutchins, Gordon Crossman, George Dumas and Arianna MacNeill (MT).

PLEDGE TO FLAG: was led by Superintendent Griffin.

APPOINTMENT OF CLERK PRO-TEM: Superintendent Griffin appointed Cindy L. Brooks as Clerk Pro-Tem until the appointment of the District Clerk.

BUSINESS MATTERS:

Newly elected board members CHRISTINE CROSSMAN-DUMAS and EDWARD LOCKWOOD were given the oaths of office by the Clerk Pro-Tem.

The following official appointments and action took place during the reorganizational meeting:

- 1) Reelection of PRESIDENT: Wayne Rogers
- 2) Election of VICE PRESIDENT: Arlie Collins
- 3) Appointment of DISTRICT CLERK: Cindy L. Brooks
- 4) Appointment of DISTRICT TREASURER: Cynthia Reyome
- 5) Appointment of TAX COLLECTOR: To be determined
- 6) Appointment of CLAIMS AUDITOR: Sharon Plante
- 7) Appointment of EXTERNAL AUDITOR: Seyfarth & Seyfarth Associates
- 8) Appointment of SCHOOL PHYSICIANS/CONSULTANTS: Glenn Champagne / Gerald Cahill / Emile Benardot
- 9) Appointment of CENTRAL TREASURER-EXTRA CLASSROOM ACTIVITY ACCOUNTS: Cynthia Reyome / Sharon Plante
- 10) Appointment of RECORDS ACCESS OFFICER: Timothy P. Whipple
- 11) Appointment of RECORDS MANAGEMENT OFFICER: Timothy P. Whipple
- 12) Appointment of ASBESTOS DESIGNEE: David C. Brooks
- 13) Appointment of DISTRICT ATTENDANCE OFFICER: Jerry Griffin
- 14) Appointment of PURCHASING AGENT: Timothy P. Whipple
- 15) Appointment of INSURANCE ADVISOR: Ed Davis, Northern Insuring
- 16) Appointment of TITLE IX COMPLIANCE OFFICER: Timothy P. Whipple
- 17) Appointment of AUDIT COMMITTEE: Wayne Rogers / Gordon Hutchins / Donna Kissane / Edward Lockwood / Jerry Griffin / Timothy P. Whipple
- 18) Appointment of MEDICAID COMPLIANCE OFFICER: Mary Jane Latreille
- 19) Appointment of SCHOOL ATTORNEYS: Ferrara, Fiorenza, Larrison, Barrett & Reitz, PC / Fischer, Bessette, Muldowney & Hunter LLP
- 20) Designation of OFFICIAL NEWSPAPERS: Malone Telegram & Press Republican
- 21) Designation of SCHOOL DEPOSITORIES: J.P. Morgan Chase / Community Bank / NBT Bank

- 22) Designation of SCHOOL BOARD MEETING DATES: 2nd & 4th Tuesdays of each month to commence on July 30, 2013 with authorization for alterations as needed.
- 23) Authorization of CREDIT CARD USERS: Jerry Griffin / Timothy P. Whipple (max. \$25,000)
- 24) Authorization of CERTIFICATION OF PAYROLL: Jerry Griffin, Superintendent
- 25) Authorization of SIGNATURE OF BUDGET TRANSFERS: Jerry Griffin, Superintendent
- 26) AUTHORIZED SIGNATURES ON DISTRICT CHECKS: Jerry Griffin / Timothy P. Whipple / Cynthia Reyome
- 27) Authorization of PETTY CASH FUNDS: Board Office \$100 / Tax Collector \$100 / District Cafeterias \$400
- 28) Authorization of PURCHASE OF BOND for TAX COLLECTOR and TREASURER in the amount of \$100,000
- 29) MILEAGE REIMBURSEMENT RATE: **\$.50** per mile for 2013-14.
- 30) ADOPTION OF POLICIES AND CODE OF ETHICS was approved as previously constituted.
- 31) STIPENDS FOR INSTRUCTIONAL SERVICES PROVIDED BY EMPLOYEES: Instructional hourly rate - \$35; Instructional 1/2 day rate (less than 4 hours) - \$125; Instructional full day rate (more than 4 hours) - \$250; SAT Prep Class - \$750 per semester; Sub Administrator (for instructional staff with appropriate certification) - additional \$75 per day.

ADJOURNMENT: 7:14 P.M.

Cindy L. Brooks
District Clerk/Board of Education
7/3/13