The Organizational Meeting of the Queensbury School Board of Education was held on July 11, 2011 at 6:30 p.m. in the Queensbury High School Large Group Instruction Room.

Clerk of the Board John S. DeSanto called the meeting to order at 6:32 p.m.

The Pledge of Allegiance to the Flag was led by Mr. DeSanto.

**MEMBERS PRESENT:** Raymond Gordon, Timothy Weaver, Douglas Beaty, Jill Crombie-Borgos, John Dwyer, Lisa Fedele, Cynthia Horgan, Christopher Ogden, Superintendent of Schools Douglas W. Huntley and Clerk John S. DeSanto.

**MEMBERS ABSENT:** Frank Miller

**OTHERS PRESENT:** Assistant Superintendent for Curriculum and Instruction Theresa Middleton, Director of Human Resources Amy Georgeadis, High School Assistant Principal Craig Chandler, Middle School Principal Doug Silvernell, Middle School Assistant Principal Rich Keys, William H. Barton Intermediate School Principal Kyle Gannon, Elementary School Principal Patrick Pomerville, Director of Facilities and Operations Rob Chapman, Director of Health, Physical Education and Athletics Scott Stuart, Director of Secondary Curriculum Kristine Orr, Director of Student Support Services Sherrie Moses, CSE/CPSE Chairperson Carolyn Manzella, Director of Instructional Technology Matt Hladun and other employees and community members: J. Lawrence Paltrowitz, Esq., Mary Jane Huntley, Robin Fitzpatrick, Maria Custer and Curt Harrington.

**Organizational Matters**
- Administration of Oath of Office for newly elected Board Member Lisa A. Fedele by Clerk of the Board John DeSanto.

Election of 2011-12 Officers of the Board of Education

**Clerk call for nominations of officers:**

**Nominations for President**

MOTION by Mr. Ogden, seconded by Mr. Dwyer, that Raymond Gordon be nominated for President of the Board of Education.

Additional nominations for President: None

MOTION by Ms. Fedele, seconded by Mr. Dwyer, to close the nominations for President of the Board of Education.

8 voting in favor, 1 absent (Mr. Miller)
MOTION to elect Raymond Gordon as President of the Board of Education.

8 voting in favor, 1 absent (Mr. Miller)

Resolved that Raymond Gordon be elected as President of the Board of Education.

Nominations for Vice President

MOTION by Ms. Fedele, seconded by Mr. Dwyer, that Timothy Weaver be nominated for Vice President of the Board of Education.

Additional nominations for Vice President: None

MOTION by Mr. Ogden, seconded by Ms. Fedele, to close the nominations for Vice President of the Board of Education.

8 voting in favor, 1 absent (Mr. Miller)

MOTION to elect Timothy Weaver as Vice President of the Board of Education.

8 voting in favor, 1 absent (Mr. Miller)

Resolved that Timothy Weaver be elected as Vice President of the Board of Education.

Oath of Office: Newly appointed Board President Raymond Gordon
(administered by Clerk of the Board)
Newly appointed Vice President Timothy Weaver
(administered by Clerk of the Board)

MOTION by Ms. Fedele, seconded by Mr. Dwyer, that John S. DeSanto be appointed Clerk of the Board.

8 voting in favor, 1 absent (Mr. Miller)

Oath of Office: Clerk of the Board John S. DeSanto
(administered by Superintendent of Schools)

Oath of Office: Superintendent of Schools Douglas W. Huntley
(administered by Clerk of the Board)

The Clerk of the Board stated Treasurer Laurie Weeks took the Oath of Office on July 11, 2011 in his office.

Organizational Meeting Consent Agenda (A-UU)

MOTION by Mr. Weaver, seconded by Mrs. Horgan, to approve the Organizational Meeting Consent Agenda.

8 voting in favor, 1 absent (Mr. Miller)
MOTION that Lorraine Weeks be appointed School District Treasurer at a salary of $5,220 per annum.

MOTION to appoint the Superintendent of Schools as Deputy Treasurer.

MOTION that Pamela Way be appointed as Central Treasurer of Activity Funds.

MOTION that Glens Falls National Bank be designated as school monies depository, and that the Superintendent and Treasurer be authorized and directed to deposit proceeds of all loans, and all monies of the District shall be paid to the Treasurer and no monies shall be withdrawn except on the written order of the Board of Education;

BE IT FURTHER RESOLVED, that the clerk be directed to file copies of the signatures of the Board of Education officers with bank officials with the following directive: Lorraine Weeks and the Superintendent are given authority to sign all accounts and Pamela Way has authority to sign Activity Fund checks only.

MOTION that, for the purpose of organizing the Board of Education to transact and expedite business, the President of the Board of Education be empowered to appoint as many special committees as he/she find necessary from time to time to assist the President and the Board of Education in the discharge of their duties. It will be the policy of the Board of Education that these special committees shall function for the purpose of carrying out investigations to supply the board with information for its guidance and action and that these committees shall not have the power to act or authorize purchases unless specially authorized to do so by the Board of Education at a regular meeting. The President at his/her discretion may set a date for a board meeting to hear a report from a committee.

MOTION that Committee meetings be announced and that a summary of the meeting be provided to Board of Education and other parties.

MOTION that the Assistant Superintendent for Curriculum and Instruction serve as the Acting Superintendent in the absence of the Superintendent.

MOTION that the Assistant Superintendent for Business serve as the Acting Superintendent in the absence of both the Superintendent and the Assistant Superintendent for Curriculum and Instruction.

MOTION that the Superintendent of Schools is the Official Spokesperson for the District and that all media contact must go through the Superintendent of Schools or his designee.

MOTION that the District Clerk be appointed Records Access Officer.

MOTION that the School Business Analyst/Purchasing Officer be appointed Records Management Officer.
MOTION that the Assistant Superintendent for Curriculum and Instruction serve as the Acting District Clerk in the absence of the District Clerk.

MOTION that Christopher Norton, be the appointed Asbestos Local Educational Agency (LEA) Designee.

MOTION that the Assistant School Business Analyst/Purchasing Officer Cindy Rigby be appointed Purchasing Agent for the School District.

MOTION that the firm of Preferred Advocates, Ltd./Bartlett, Pontiff, Stewart and Rhodes, P.C. be retained as counsel to provide legal and labor related services to the Queensbury Union Free School District on a flat fee basis until the date of the next annual meeting of the Board of Education.

MOTION that the petty cash fund be set at $750.00. Of this amount $100.00 will be given to each of the following offices: Elementary School, William H. Barton Intermediate School, Middle School, High School, Bus Garage, Office of Student Support Services, and the Central Business Office. A petty cash fund will be set for mail courier services in the amount of $50 to be administered by the District Treasurer.

MOTION that the Assistant Superintendent of Business is authorized to present itemized bills for reimbursement at each regular meeting in accordance with the regulations of the Commissioner of Education of the State of New York.

MOTION that the School Superintendent or designee approve and authorize necessary expenditures and travel expenses to Professional Conferences for School District officers and employees, pursuant to existing school policies and budget allowance, and be it further moved that the mileage rate be the Internal Revenue Service mileage reimbursement rate, (Effective July 1, 2011- 55.5 cents per mile).

MOTION to authorize the payment in advance of audit of claims for public utility services, postage and freight, and express charges. All such claims shall be subject to audit in accordance with the District’s procedures.

MOTION that the Superintendent be authorized as Chief Administrator for all Federal Funds for the 2011-12 school year.

MOTION to appoint Amy Georgeadis, Director of Human Resources as Sexual Harassment Officer and Title IX Officer.

MOTION to appoint Amy Georgeadis, Director of Human Resources as Racial Discrimination Compliance Officer.

MOTION to appoint Amy Georgeadis, Director of Human Resources as Medicaid Compliance Officer.
MOTION allowing the Superintendent of Schools to offer authorized positions to new personnel, such offers to be confirmed by the Board of Education at its next meeting.

MOTION that all policies, rules and regulations of the Board of Education, presently in effect, will be continued for the 2011-12 school year, or until appropriate Board action changes such.

MOTION that the accounting firm of Raymond G. Preusser, CPA PC be appointed District Auditors for the completion of the financial audit for the year ending June 30, 2011 in the amount of $16,750.

MOTION to delegate power to the President of the Board of Education to authorize, from time to time and year to year, the issuance and sale of revenue anticipation notes of the Queensbury Union Free School District, New York, in anticipation of the collection of revenues to be received as State Aid by the School District from the State of New York.

MOTION to empower the Assistant Superintendent for Business to authorize payment of tax bills relating to the correction of errors on tax rolls but not to exceed $2,500.

MOTION to share, upon the advice of legal counsel, tax certiorari property appraisal costs 50% with the Town of Queensbury.

MOTION to authorize the Assistant Superintendent for Business to certify all payrolls for 2011-12.

MOTION to resolve that as a “public entity”, pursuant to Public Officers Law #18-1.(a) the Queensbury School District hereby expressly agrees pursuant to Public Officers Law #182(b) to confer the benefits of the Public Officers Law #18 upon the employees and Board Members of the Queensbury School District and to be held liable for the costs incurred under its provisions; and it is further RESOLVED, that these benefits are expressly intended to supplement any and all other existing statutory protections.

MOTION to approve the appointment of CSE/CPSE Committee members for the 2011-12 school year:

**CSE**
- Chairperson: Sherrie Moses
- Carolyn Manzella
- Dorothy Grover

- Co-Chairs:
  - Amy Pratt
  - Michael Connor
  - Monique Agans
  - Nina Guzi
  - Eliane Hack

**CPSE**
- Chairperson: Sherrie Moses
- Carolyn Manzella
- Dorothy Grover

- Co-Chairs:
  - Amy Pratt
  - Michael Connor
  - Monique Agans
  - Nina Guzi
  - Eliane Hack
<table>
<thead>
<tr>
<th>Role</th>
<th>Members</th>
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<tbody>
<tr>
<td>Parent</td>
<td>Ellen Hoffer</td>
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<tr>
<td>Members:</td>
<td>Asha Martellotta, Nancy Owens, Linda Hill, Casey Burns, Kara Hendrick, Heather Walters</td>
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<tr>
<td>CSE:</td>
<td>Regular Education Teachers: All District Personnel, BOCES, or Private School Teachers</td>
</tr>
<tr>
<td>Special Education Teachers:</td>
<td>All District Personnel, BOCES, Prospect or Private School Teachers</td>
</tr>
<tr>
<td>Related Services Providers:</td>
<td>OT: Debra Allen, Melissa Kenison-Rose and Theresa Moran</td>
</tr>
<tr>
<td>All District Personnel, BOCES, Prospect, or Private School</td>
<td>OT/COTA</td>
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<tr>
<td>PT:</td>
<td>Dorothy Grover, Kimberly Bascom</td>
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<tr>
<td>All District Personnel, BOCES, Prospect, or Private School PT/PTA</td>
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<tr>
<td>SPEECH:</td>
<td>Alissa Iantosca, Gretchen Lovering, Christine Mattia, Kateri Orr, Janet Stutzman</td>
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<tr>
<td>All District Personnel, BOCES, Prospect, or Private School Speech Therapists</td>
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<tbody>
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</tr>
<tr>
<td>Members:</td>
<td>Linda Hill, Asha Martellotta, Heather Walters, Casey Burns, Ellen Hoffer, Kara Hendrick</td>
</tr>
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<td>CPSE:</td>
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<tr>
<td>All District Personnel, BOCES, Prospect, or Private School</td>
<td>Glens Falls Hospital, Warren County Contracted or Private School OT/COTA</td>
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<tr>
<td>PT:</td>
<td>Dorothy Grover, Kimberly Bascom</td>
</tr>
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</tr>
<tr>
<td>All District Personnel, BOCES Prospect, Glens Falls Hospital, Warren County Contracted or Private School Speech Therapists</td>
<td></td>
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</tbody>
</table>
School Psychologists:  
Monique Agans,  
Nina Guzi, Michael Connor,  
Amy Pratt, Eliane Hack

All District Personnel, BOCES,  
Prospect, or Private School Psychologists

Other Related Services Providers:  
BOCES – Teacher of the Hearing Impaired, Teacher of Visually Impaired

Student’s Parent

Student (if Appropriate)

School Physicians:  
Dr. Daniel Larson and  
Dr. David Mousaw

*Pending approval as School Physicians

COMMITTEE SURROGATE PARENT MEMBERS:

Christine Muratore, Linda Hill, Ellen Hoffer

MOTION to appoint the 504 Officers for the 2011-12 school year:

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>504 Compliance Officer</td>
<td>Theresa Middleton</td>
</tr>
<tr>
<td>504 District Coordinator</td>
<td>Sherrie Moses</td>
</tr>
<tr>
<td>504 Elementary Coordinator</td>
<td>Patrick Pomerville/Jennifer Ross</td>
</tr>
<tr>
<td>504 WHBI School Coordinator</td>
<td>Kyle Gannon</td>
</tr>
<tr>
<td>504 Middle School Coordinator</td>
<td>Richard Keys</td>
</tr>
<tr>
<td>504 High School Coordinator</td>
<td>Craig Chandler</td>
</tr>
</tbody>
</table>
MOTION to accept the following resolution:

RESOLVED, that the Board of Education hereby appoints its Superintendent of Schools as a Trustee of said Washington-Saratoga-Warren-Hamilton-Essex BOCES Health Insurance Consortium Trust, which Superintendent shall also have the authority to review and approve the Trust Agreement and related Trust documents on behalf of the School District.

MOTION that The Post Star be recognized as the official newspaper of the Queensbury School District.

MOTION that Lisa Fedele be appointed as voting delegate for the New York State School Boards Association Conference being held in October 2011.

MOTION to appoint Janice Monroe as Internal Claims Auditor at $26.25 per hour (2 hour paid minimum once a week) for 2011-12.

MOTION to approve the following pay rates for 2011-12:

Substitute Nurses - $106 per diem for a Registered Nurse, $75 per diem for a Licensed Practical Nurse, $106 per diem for Substitute Occupational Therapist or Substitute Physical Therapist, $78 per diem for Substitute Occupational Therapy Assistant or Physical Therapy Assistant and $78 per diem for Substitute Interpreter.

MOTION to approve the tutoring rates for 2011-12 at $27.00 per hour for one student and $38.00 per hour for two or more students.

MOTION to establish the entry level substitute bus driver rate for 2011-12 at $14.95 per hour.

MOTION to participate in the Pupil Benefits Plan, Inc. student accident program for the 2011-12 school year.

MOTION to reestablish and approve the Medicaid Compliance Plan and Code of Ethics.

MOTION to accept the Bond Insurance coverage of $1M for Treasurer Laurie Weeks, and Deputy Treasurer Douglas W. Huntley. Bond Insurance coverage of $500,000 for Payroll Clerk Nancy Carpenter. Bond Insurance coverage of $100,000 for Internal Claims Auditor Janice Monroe, Central Treasurer of Activity Funds Pamela Way and blanket public employee dishonesty crime coverage in the amount of $100,000.
MOTION to authorize, in accordance with Board Policy #8334 Use of Credit Cards, the issuance of a District Credit Card to the Superintendent of Schools, the Assistant Superintendent for Business, and to the Assistant Superintendent for Instruction and Curriculum.

MOTION to authorize the attached list of all School District cell phone/smart phone users.

MOTION to reestablish, in accordance with Board Policy #1120, the record retention periods for School District records as stated in Records Retention and Disposition Schedule ED-1.

MOTION to approve and reappoint Fiscal Advisors & Marketing, Inc. as the School District's financial advisor.

**End of Organizational Meeting Consent Agenda**

MOTION by Mr. Ogden, seconded by Mr. Weaver, to close the Organizational Meeting at 6:51 p.m.

8 voting in favor, 1 absent (Mr. Miller)