

**BOARD OF EDUCATION  
HEUVELTON CENTRAL SCHOOL DISTRICT  
HEUVELTON, NEW YORK 13654**

**Tuesday, July 7, 2009 ---7:30 p.m.**

**A-G-E-N-D-A  
(revised)**

- 1. Call to Order by District Clerk/Pledge of Allegiance.**
- 2. Recommend the Board adopt the revised Agenda.**
- 3. Oath of Faithful Performance in Office to Newly Elected Board Members Nichols and Davis.**
- 4. Election of Officers:**
  1. President of the Board of Education (new Board President presides after election and taking Oath of Faithful Performance in Office administered by District Clerk.)
  2. Vice President of the Board of Education (Oath of Faithful Performance in Office administered by District Clerk after election).
- 5. Appointment of Officers:**
  1. District Clerk.

Recommend the Board appoint the Secretary to the Superintendent of Schools as District Clerk for the period July 1, 2009 through June 30, 2010. (Oath of Faithful Performance in Office administered by President of the Board of Education after appointment)
  2. District Treasurer.

Recommend the Board appoint the Superintendent of Schools as District Treasurer for the period July 1, 2009 through June 30, 2010. (Oath of Faithful Performance in Office administered by District Clerk after appointment)
  3. District Deputy Treasurer.

Recommend the Board appoint the Assistant Business Manager assigned to the District by the BOCES Cooperative Business Office as District Deputy Treasurer for the period July 1, 2009 through June 30, 2010. (Oath of Faithful Performance in Office administered by District Clerk after appointment)

**5. Appointment of Officers: (cont.)**

4. District Tax Collector.

Recommend the Board appoint the Town of Oswegatchie Town Clerk, Janet Wheeler, as District Tax Collector at a stipend of \$2,000 for the period July 1, 2009 through June 30, 2010. (A13330160000)

5. Independent Auditor.

Recommend the Board appoint the firm of Furgison & Co., C.P.A., PC, as the District's Independent Auditor for the period July 1, 2009 through June 30 2010 at a stipend of \$8,050. (A1320400000)

6. Internal Auditor

Recommend the Board appoint James J. Barry as Internal Auditor for the 2009-2010 school year at \$90.00 per hour or maximum fee of \$6,100.00.

7. Central Treasurer – Extra-classroom Activity Fund Account.

Recommend the Board appoint Tessa Hazelton as Central Treasurer – Extra-classroom Activity Fund Account for the period July 1, 2009 through June 30, 2010 at a stipend of \$2,400.

8. Treasurer/Deputy Treasurer – Scholarship Funds.

Recommend the Board appoint the Superintendent of Schools as Treasurer and the Secretary to the Superintendent of Schools as Deputy Treasurer of the District's Scholarship Funds for the period July 1, 2009 through June 30, 2010.

**6. Other Appointments:**

1. Census Enumerator.

Recommend the Board appoint Marianne Weldon as Census Enumerator for the period July 1, 2009 through June 30, 2010. (A8070160000)

2. School Physician/Medical Services

Recommend the Board appoint Dr. Prasad Yitta as School Physician for the period July 1, 2009 through June 30, 2010 at a stipend of \$200 per month. (A2815400000 - \$2,000 / A5510406000 - \$400)

Recommend the Board appoint Nancy Merkley, FNP-C to provide medical services to the Heuvelton Central School District for the 2009-2010 school year at a stipend of \$8,500.

**6. Other Appointments: (cont.)**

3. Chairperson, Committee on Special Education and Committee on Preschool Special Education.

Recommend the Board appoint Cynthia Belleau as the District's Chairperson for the Committee on Special Education and Chairperson for the Committee on Preschool Special Education for the period July 1, 2009 through June 30, 2010.

4. Members of the District's Committee and Sub-Committee on Special Education.

Recommend the Board appoint the members of the District's Committee and Sub-Committee on Special Education for the period July 1, 2009 through June 30, 2010 as per the attached list.

5. Members of the District's Committee on Preschool Special Education.

Recommend the Board appoint the members of the District's Committee on Preschool Special Education for the period July 1, 2009 through June 30, 2010 as per the attached list.

6. Records Access and Records Management Officer.

Recommend the Board appoint the Superintendent of Schools, as Records Access Officer and the Secretary to the Superintendent of Schools, as Records Management Officer for the period July 1, 2009 through June 30, 2010.

7. AHERA (LEA) Designee.

Recommend the Board appoint Stephen Knowlton, Head of Building and Grounds, as AHERA (LEA) Asbestos Hazardous Emergency Response Act Designee for the period July 1, 2009 through June 30, 2010.

8. Title IX Compliance Officer.

Recommend the Board appoint Margaret Sweeney as Title IX Compliance Officer for the period July 1, 2009 through June 30, 2010.

9. Section 504/ADA Compliance Officer.

Recommend the Board appoint Cynthia Belleau as Section 504/ADA Compliance Officer for the period July 1, 2009 through June 30, 2010.

**6. Other Appointments: (cont.)**

10. Liaison for Homeless Children and Youth.

Recommend the Board appoint Margaret Sweeney as Liaison for Homeless Children and Youth for the period July 1, 2009 through June 30, 2010.

11. School Attorney.

Recommend the Board appoint Andrew Silver as School Board Attorney for the period July 1, 2009 through June 30, 2010. (A1420400000 - \$1,000 retainer / anything above and beyond at a rate of \$125 per hour)

12. Internal Claims Auditor.

Recommend the Board appoint Patricia Hebert as Internal Claims Auditor at a stipend of \$1,200 for the period of July 1, 2009 through June 30, 2010.

13. Employees Medical and Workers' Compensation Plan Board of Directors Representatives.

Recommend the Board appoint Board member Dennis Durant as the District's representative and the Superintendent of Schools as the District's alternate representative to the Board of Directors of the St. Lawrence-Lewis Counties School District Employees Medical Plan and the St. Lawrence-Lewis Counties School District Employees Workers' Compensation Plan for the period July 1, 2009 through June 30, 2010.

**7. Designations:**

1. Petty Cash Fund.

Recommend the Board designate a petty cash fund in the amount of \$150 to be established for the period July 1, 2009 through June 30, 2010 with the District Treasurer having responsibility for the proper supervision of this fund.

2. Official Newspaper.

Recommend the Board designate the Ogdensburg Journal and Advance News as the District's official newspaper for the period July 1, 2009 through June 30, 2010.

3. Official Bank Depository.

Recommend the Board designate the Community Bank, NA as the District's official bank depository for the period July 1, 2009 through June 30, 2010.

**7. Designations: (cont.)**

4. Signature-School District Checks.

1. Recommend the Board designate the District Deputy Treasurer as the District Officer to sign all checks for the period July 1, 2009 through June 30, 2010.
2. Recommend the Board designate the District Treasurer, District Deputy Treasurer, the Assistant Business Manager assigned to the District by the BOCES Cooperative Business Office and the Central Treasurer-Extra-classroom Activity Fund Account as the District Officers to sign Extra-classroom Activity Fund Account checks for the period July 1, 2009 through June 30, 2010.
3. Recommend the Board designate the District Treasurer, District Deputy Treasurer, the Assistant Business Manager assigned to the District by the BOCES Cooperative Business Office and the Deputy Treasurer of the District's Scholarship Funds as the District Officers to sign District Scholarship Fund checks for the period July 1, 2009 through June 30, 2010.

5. District Purchasing Agent.

Recommend the Board designate the Assistant Business Manager assigned to the District by the BOCES Cooperative Business Office as District Purchasing Agent for the period July 1, 2009 through June 30, 2010.

6. Certification of Payroll.

Recommend the Board designate the Superintendent of Schools as the District Official to certify all payrolls for the period July 1, 2009 through June 30, 2010.

7. Designated Educational Official to Receive Court Notifications Regarding Students.

Recommend the Board designate the Superintendent of Schools as the person to receive court notifications regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings.

8. Regular Board Meeting Dates.

Recommend the Board designate that for the period July 1, 2009 through June 30, 2010 the regular meetings of the Board of Education be held every fourth Wednesday starting with the fourth Wednesday in August, beginning at 7:30 p.m. Further recommend the Board approve the changes for the November 25, 2009 meeting date to November 18, 2009 and December 23, 2009 to December 16, 2009.

## **8. Authorizations:**

### 1. Conferences, Conventions and Workshops Attendance.

Recommend the Board authorize the Superintendent of Schools to approve, with expenses, all appropriate staff members' conference, convention and workshop requests for the period July 1, 2009 through June 30, 2010. Further recommend the Board authorize the Board President to approve, with expenses, all appropriate Board Members' and Superintendent conferences, convention and workshop requests for the period July 1, 2009 through June 30, 2010.

### 2. Budgetary Transfers.

Recommend the Board authorize the Superintendent of Schools to approve budgetary transfers of up to \$5,000 between and within functional unit appropriations for the period July 1, 2009 through June 30, 2010.

### 3. State and Federal Grant Applications.

Recommend the Board authorize the Superintendent of Schools to be the District representative to sign and file all applications and certifications for federal and state grants for the period July 1, 2009 through June 30, 2010.

### 4. Mileage Reimbursement Rate.

Recommend the Board authorize \$.550 (IRS Rate) as the Mileage Reimbursement Rate for the period July 1, 2009 through June 30, 2010 when appropriate staff use their own vehicles on official business.

### 5. Cooperative Investment Resolution.

Recommend the Board approve a resolution to participate in a Cooperative Investment Program for the period July 1, 2009 through June 30, 2010.

### 6. Cooperative Purchasing Resolution.

Recommend the Board approve a resolution to participate in a Cooperative Purchasing Program for the period July 1, 2009 through June 30, 2010.

### 7. Impartial Hearing Officer Appointments.

Recommend the Board approve a resolution authorizing the Board President and Vice President to appoint the impartial hearing officer to preside over Special Education Hearings held pursuant to 8 NYCRR 200.5

## **9. Official Undertakings (Bonds):**

### 1. Bond – District Treasurer.

Recommend the Board authorize the purchase of a Bond for the District Treasurer in the amount of \$350,000 for the period July 1, 2008 through June 30, 2009.

**9. Official Undertakings (Bonds): (cont.)**

2. Bond – District Deputy Treasurer.

Recommend the Board authorize the purchase of a Bond for the District Deputy Treasurer in the amount of \$350,000 for the period July 1, 2009 through June 30, 2010.

3. Bond – District Tax Collector.

Recommend the Board authorize the purchase of a Bond for the District Tax Collector in the amount of \$350,000 for the period July 1, 2009 through June 30, 2010.

4. Bond – Internal Claims Auditor.

Recommend the Board authorize the purchase of a Bond for the District Internal Claims Auditor in the amount of \$350,000 for the period July 1, 2009 through June 30, 2010.

**10. Other:**

1. School Policies.

Recommend the Board readopt all previously approved School Policies for the period July 1, 2009 through June 30, 2010.

2. Board Legislative Liaison.

Recommend the Board appoint one of its members as Legislative Liaison to the New York State School Boards Association and as Board Representative to the St. Lawrence-Lewis Counties School Boards Association's Standing Committee of Education Legislation for the period July 1, 2009 through June 30, 2010.

3. 2009-2010 Audit Committee.

Recommend the Board President appoint the following Board Members for the 2009-2010 Audit Committee:

1. Tim Johnson
2. Mike Davis
3. Dennis Durant

**11. Public Forum.**

**12. Minutes:**

Recommend the Board approve the minutes of the June 24, 2009 Regular Meeting of the Board of Education.

**13. Financial:**

Internal Claims Auditor Report

Recommend the Board approve the Internal Claims Auditor report for the period January 1, 2009 – June 30, 2009.

Recommend the Board authorize the Superintendent to sign the list of Budget Transfers for the period ending July 1, 2009.

**14. New Business:**

1. 2009-2010 Free and Reduced School Breakfast and Lunch Program.

Recommend the Board approve the Free and Reduced School Breakfast and Lunch Program Policy and accompanying Income Eligibility Guidelines for the 2009-2010 school year.

2. Selection/Classification Athletic Program

Recommend the Board approve a resolution permitting pupils in grades no lower than seventh to compete on any senior high school team, or permit senior high pupils to compete on any teams in grades no lower than seventh, provided the pupils are placed at levels of competition appropriate to their physiological maturity, physical fitness and skills in relationship to other pupils on those teams in accordance with standards established by the Commissioner. – Commissioner’s Regulation Section 135.4 (c) (7) (ii) (a) (4)

3. District Students With Disabilities

Recommend the Board approve arranging for the appropriate programs and services for District students with disabilities as previously approved by the District’s Preschool Committee on Special Education.

4. 2009-2010 School Calendar

Recommend the Board approve the 2009-2010 Heuvelton Central School Calendar.

5. Substitute Rates

Recommend the Board approve the attached list of Substitute rates for the Heuvelton Central School District.

**15. Personnel:**

Appointments.

1. Recommend the Board conditionally appoint, pending New York State Education Department Clearance for Employment, Greg Zimmer for a two year probationary period in the academic tenure area of 7-12 science effective September 1, 2009 through August 31, 2011 at a salary of \$35,748 based on Step 2, Schedule A-1BS of the current HTA Negotiated Agreement.
2. Recommend the Board conditionally appoint, pending New York State Education Department Clearance for Employment, Jillian Goodrich as 0.5 Title 1 Elementary Math instructor effective September 1, 2009 at a salary of \$18,622.50 based on 50% of Step 2, Schedule B/MA of the current HTA Negotiated Agreement.



3. Recommend the Board approve hiring the following part time summer maintenance help at a rate of \$8.00 per hour:
  - Blair Davis
  - Michael Donnelly
  - Jacob Knowlton
4. Recommend the Board approve for the period September 1, 2009 through June 30, 2010, a stipend of \$2,000 for Sharon Murdock to the position of Substitute Calling Person.

#### Resignation

1. Recommend the Board accept the resignation with regrets of Ryan Davis from his position as Teacher Assistant as of June 30, 2009.
2. Recommend the Board accept the resignation with regrets of Suzanne McWilliams from her position as Food Service Worker as of July 3, 2009.

#### **16. Reports/Presentations:**

Administrative/Board Reports.

#### **17. Communications:**

#### **18. Other:**

#### **19. Public Forum.**

#### **20. Executive Session**

Recommend the Board convene an Executive Session for the purpose of discussing collective negotiations pursuant to article 14 of the Civil Service Law.

#### **21. Adjournment.**