

**BOLTON CENTRAL SCHOOL  
BOLTON LANDING, NEW YORK 12814**

**ORGANIZATIONAL MEETING  
OF THE  
BOLTON CENTRAL SCHOOL BOARD OF EDUCATION  
MONDAY, JULY 9, 2012**

**MINUTES**

1. The meeting was called to order by Mrs. Kathy Pfau at 6:30 pm.

2. The Pledge of Allegiance was recited by all in attendance.

3. Present were:

Mr. Chris Gabriels	Mrs. Pamela Quigan
Mr. Thomas Herrick	Mr. Carl Schoder
Mrs. Debra Peterson	Ms. Kathleen Dennin
Mrs. Kathleen Pfau	Mr. Raymond Ciccarelli, Jr.
	Mrs. Angelia Smack

Public Present:

Mrs. Deborah Andersen	Mrs. Cindy Ackerle	Mr. Greg Smith
Mrs. Jen Trowbridge	Mr. John Gaddy	Mr. Dan Hull
Mr. Damian Switzer	Mr. Tony Hall	Mr. Steve Wilk
Mrs. Cheryl Bolton	Ms. Diane Burkhardt	Mrs. Jean Norton
Mrs. Dawn Robinson	Mr. Peter French	Mr. Craig Hannon
Mrs. Kathy Conover	Ms. Margaret D'Acchille	Mr. Dennis Murphy
Ms. Susan Reinfort	Mrs. Deb Gaddy	Ms. Monica Duffy
Mrs. Mary Ciccarelli	Mr. Chad Shippee	Mr. Scott McCarthy
Mrs. Claire Kingsley	Mrs. Jane Caldwell	Ms. Charlene Opatkiewicz
Mrs. Lori Humiston	Mrs. Julie Beebe	Mrs. Dianne Schoder

4. Oaths of Office were administered to all board members.

5. Mr. Schoder nominated Mr. Chris Gabriels as School Board President.  
Mr. Herrick, seconded by Mrs. Quigan nominated Mrs. Kathy Pfau as  
School Board President

**VOTE FOR MRS. PFAU – 5 – YES, 1 – NO**

**Mrs. Pfau was elected as School Board President for the 2012-2013  
school year.**

6. Mrs. Peterson, seconded by Mrs. Quigan nominated Mrs. Pamela Quigan  
as Vice-President.

Mr. Schoder, seconded by Mr. Gabriels nominated Mrs. Debra Peterson

**VOTE FOR MRS. QUIGAN - 4 – YES, 1 – NO**

**VOTE FOR MRS. PETERSON – 2 – YES, 4 NO**

Mrs. Pamela Quigan was elected as Vice-President for the 2012-2013 school year.

7. **MOTION** by Mr. Gabriels, seconded by Mr. Schoder that the Board of Education appoint the following school district officers:
  - A. District Clerk – Angelia M. Smack
  - B. Assistant District Clerk – Donna B. Snyder
  - C. District Treasurer - Kathleen J. Dennin
  - D. Deputy District Treasurer - Dawn E. Robinson
  - E. Central Treasurer of Student Accounts - Kathleen J. Dennin**VOTE: ALL FAVORABLE      MOTION CARRIED.**
8. Oaths of Office were administered to District Officers in attendance.
9. Board Committee Assignments for the 2012-2013 school year:
  - Policy / Academic - Mrs. Quigan Mrs. Pfau, Mr. Herrick
  - Building / Facilities - Mr. Schoder, Mrs. Pfau, Mr. Herrick
  - Employee Relations - Mr. Schoder, Mrs. Peterson, Mr. Gabriels
  - Hospitality - Mrs. Quigan
  - Audit / Budget - Mrs. Peterson, Mr. Herrick
  - Representative to Wellness Committee – Mrs. Pfau

Committees can be looked at again after filling of vacant board seat.
10. **MOTION** by Mrs. Quigan seconded by Mrs. Peterson that the Board of Education make the following appointments for the 2012-2013 school year:
  - A. Collector of Taxes - Dawn E. Robinson
  - B. School Physician - Hudson Headwaters Health Network
  - C. School Dentist - Hudson Headwaters Health Network
  - D. Independent Auditor - Jenkins, Beecher & Bethel LLP, C.P.A's.
  - E. Certifier of Payroll – Raymond Ciccarelli, Jr.
  - F. Official Newspaper - Glens Falls Post Star
  - G. Official Depository  
RESOLVED, that all funds of the Board of Education, Bolton Central School District shall be deposited in the Glens Falls National Bank and designated for deposit for all monies received by the Treasurer in accordance with amendments of Section 1719 and 1920 of the Education Law relative to signatures required for all disbursements of money, said bank authorized to pay only checks signed by the Treasurer or Deputy Treasurer of said Board, effective July 1, 2012 through June 30, 2013.
  - H. Purchasing Agent - Ms. Kathleen J. Dennin
  - I. School Pesticide Representative – Mr. Charles Morel, Jr.
  - J. Reviewing and Verification Official for participation in the Federal Child Nutrition Program – Mrs. Donna DiPietro
  - K. Hearing Officer for participation in the Federal Child Nutrition Program – Mr. Raymond Ciccarelli, Jr.

- L. Designated Educational Official to receive court notification regarding a student's sentence/ adjudication in certain criminal cases and juvenile delinquency proceedings – Mr. Raymond Ciccarelli, Jr.
- M. Claims Auditor – Ms. Diane Burkhardt
- N. School District Attorney – Judge & Duffy, PC – There was discussion on this appointment. It was decided to approve the appointment for now but the board will look at submitting a RFP for Legal Services.

**VOTE: ALL FAVORABLE. MOTION CARRIED.**

11. Authorizations

**MOTION** by Mr. Gabriels, seconded by Mrs. Quigan that the Board of Education approve the following authorizations:

A. Designate Petty Cash Accounts as follows:

Main Office	-	\$100.00
Cafeteria	-	\$ 50.00
Transportation	-	\$100.00

B. Designate the Mileage Reimbursement Rate at \$.50 per mile.

C. Designate the per mile rate for the use of school transportation by any agency other than the Bolton Central School District; the per mile charge to be in addition to driver costs;

- Town of Bolton Recreation Commission and local nonprofit organizations - \$ 2.00 per mile
- All other agencies - \$ 4.00 per mile

D. Designate the Superintendent to authorize staff attendance at workshops, conferences, etc.

E. Readopt all current policies from previous years.

**VOTE: ALL FAVORABLE. MOTION CARRIED**

12. **MOTION** by Mr. Gabriels seconded by Mr. Schoder that the Board of Education approve the following:

Resolved, that the District Treasurer be empowered to place monies in a CLASS account, a savings account, a Certificate of Deposit or any other approved form of investment within the guidelines of good money management in an approved depository in order to maximize interest income in accordance with guidelines of the Comptroller of the State of New York.

**VOTE: ALL FAVORABLE. MOTION CARRIED.**

13. **MOTION** by Mrs. Quigan, seconded by Mrs. Peterson that the Board of Education adopt the attached schedule for Board meetings for the 2012-2013 school year, meetings to start at 6:30 PM, except as noted.

**VOTE: ALL FAVORABLE. MOTION CARRIED.**

Monday, July 9, 2012  
Organizational and  
Regular Meeting

Monday, August 27, 2012  
Regular Meeting

Monday, September 10, 2012  
Regular Meeting

Tuesday, October 9, 2012  
Regular Meeting

Wednesday, November 14, 2012  
Regular Meeting

Monday, December 10, 2012  
Regular Meeting

Monday, January 14, 2013  
Regular Meeting

Monday, February 11, 2013  
Regular Meeting

Monday, March 11, 2013  
Regular Meeting

Monday, April 15, 2013  
Regular Meeting

Monday, April 22, 2013  
WSWHE BOCES Budget  
Vote & Board Election  
Time - TBD

Monday, May 13, 2013  
Budget Presentation  
& Regular Meeting

Tuesday, May 21, 2013  
Budget Vote/Board Election  
12 – 8 PM  
Special Meeting – @ 8:10 PM

Monday, June 3, 2013  
Regular Meeting

14. **MOTION** by Mrs. Quigan seconded by Mr. Schoder that the Board of Education adjourn the Organizational Meeting at 6:52 PM.

**VOTE: ALL FAVORABLE. MOTION CARRIED.**

*Angelica M. Smack*  
District Clerk

Board approved: 8/27/12 – As amended - AMS