

**RENSELAER CITY SCHOOL DISTRICT
BOARD OF EDUCATION
ANNUAL ORGANIZATIONAL MEETING
25 Van Rensselaer Drive
Rensselaer, New York 12144
July 11, 2018**

Board member, Mr. Tim Spath, called the meeting to order at 6:30 p.m.

CALL TO ORDER

Mr. Tim Spath, Mrs. Dana Endres, Mrs. Jennifer Haggerty, and Mrs. Vanessa Salsbury were present. Mr. John Mooney was absent from the meeting.

ROLL CALL

Ms. Meghan Heimroth, Mr. Dave Howell, Mr. Dom Pitaniello and Superintendent Joseph Kardash were also present. There were no others in attendance.

By Mrs. Endres :

**RESO #1-07/11/2018
Elect President – John
Mooney**

“I nominate John Mooney for President of the Board of Education of the Rensselaer City School District for the 2018-2019 school year.”

Second: Mrs. Salsbury

Mr. Mooney – Absent
Mrs. Haggerty – Aye
Mrs. Endres - Aye
Mrs. Salsbury – Aye
Mr. Spath – Aye

Motion Carried
Unanimously

By Mrs. Endres:

**RESO #2-07/11/2018
Elect Vice President –
Jennifer Haggerty**

“I nominate Vanessa Salsbury for Vice President of the Board of Education of the Rensselaer City School District for the 2018-2019 school year.”

Second: Mr. Spath

Mrs. Salsbury declined the nomination and in her place nominated Jennifer Haggerty.

DISCUSSION

By Mrs. Salsbury:

“I nominate Jennifer Haggerty for Vice President of the Board of Education of the Rensselaer City School District for the 2018-2019 school year.”

Second: Mr. Spath
Mr. Mooney – Absent
Mrs. Haggerty – Aye
Mrs. Endres - Aye
Mrs. Salisbury – Aye
Mr. Spath – Aye
Motion Carried
Unanimously

By Mrs. Salisbury: **RESO #3-07/11/2018**
Designate Chairperson
– **Dana Endres**
“I nominate Dana Endres as Chairperson for the 2018-2019 school year to serve in absence of both the President and the Vice President.”

Second: Mrs. Haggerty
Mr. Mooney – Absent
Mrs. Haggerty – Aye
Mrs. Endres - Aye
Mrs. Salisbury – Aye
Mr. Spath – Aye
Motion Carried
Unanimously

By Mrs. Haggerty: **RESO #4-07/11/2018**
Designate Audit
Committee Members
“RESOLVED, the Board hereby designates Dana Endres, Tim Spath and Vanessa Salisbury as members of the Audit Committee.”

Second: Mr. Spath
Ayes – 4 Nays – 0
Motion Carried
Unanimously

APPOINTMENT OF OFFICERS

By Mrs. Salisbury: **RESO #5-07/11/2018**
Appoint District Clerk
– **Shailyn Payton**
“RESOLVED, the Board hereby appoints Shailyn Payton as District Clerk of the Rensselaer City School District for the 2018-2019 school year.”

Second: Mrs. Endres
Ayes – 4 Nays – 0
Motion Carried
Unanimously

By Mrs. Haggerty: **RESO #6-07/11/2018**
Appoint District
Treasurer – Meghan
Heimroth
“RESOLVED, the Board hereby reappoints Meghan Heimroth as District Treasurer of the Rensselaer City School District for the 2018-2019 school year.”

Second: Mr. Spath	Ayes – 4	Nays – 0	Motion Carried Unanimously
By Mrs. Endres:			RESO #16-07/11/2018
“RESOLVED, the Board hereby appoints members of the 2018-2019 504 Committee on Education.”			Appoint 504 Committee Members
Second: Mr. Spath	Ayes – 4	Nays – 0	Motion Carried Unanimously
By Mrs. Endres:			RESO #17-07/11/2018
“RESOLVED, the Board hereby appoints Elizabeth Whitney as Substitute Chairperson for the 2018-2019 Committees on Special Education and 504 Committee on Education pending completion of a three day training.”			Appoint Substitute CSE Chairperson
Second: Mr. Spath	Ayes – 4	Nays – 0	Motion Carried Unanimously
By Mrs. Endres:			RESO #18-07/11/2018
“RESOLVED, the Board hereby appoints Carolyn Maas as Substitute Chairperson for the 2018-2019 Committees on Special Education and 504 Committee on Education pending completion of a three day training.”			Appoint Substitute CSE Chairperson
Second: Mr. Spath	Ayes – 4	Nays – 0	Motion Carried Unanimously
By Mrs. Endres:			RESO #19-07/11/2018
“RESOLVED, the Board hereby appoints parent members of the 2018-2019 committees on Special Education.”			Appoint Substitute CSE Chairperson
Second: Mr. Spath	Ayes – 4	Nays – 0	Motion Carried Unanimously
By Mrs. Endres:			RESO #20-07/11/2018
“RESOLVED, the Board hereby approves the Impartial Hearing Officer's List for the 2018-2019 School Year.”			Approve IHO List
Second: Mr. Spath	Ayes – 4	Nays – 0	Motion Carried Unanimously

By Mrs. Endres:

“RESOLVED, the Board hereby appoints the School Business Official as the District Records Access Officer.”

**RESO #21-07/11/2018
Appoint District
Records Access Officer**

Motion Carried
Unanimously

Second: Mr. Spath

Ayes – 4 Nays – 0

DESIGNATIONS

By Mrs. Endres:

“RESOLVED, the Board hereby designates TD Bank North N.A. as official bank depositories for the Rensselaer City School District for the 2018-2019 school year.”

**RESO #22-07/11/2018
Designate Banks**

Motion Carried
Unanimously

Second: Mr. Spath

Ayes – 4 Nays – 0

By Mrs. Endres:

“RESOLVED, the Board hereby designates the Regular Meetings of the Board of Education of the Rensselaer City School District be held on the following dates for the 2018-2019 school year:

**RESO #23-07/11/2018
Designate Regular
Board Meeting Dates**

- Wednesday, July 11, 2018 LGI
- Wednesday, August 22, 2018 LGI
- Wednesday, September 19, 2018 LGI
- Wednesday, October 17, 2018 LGI
- Wednesday, November 14, 2018 LGI
- Wednesday, December 19, 2018 LGI
- Wednesday, January 16, 2019 LGI
- Wednesday, February 13, 2019 LGI
- Wednesday, March 20, 2019 LGI
- Tuesday**, April 16, 2019 LGI
- Wednesday, May 22, 2019 LGI
- Wednesday, June 19, 2019 LGI

Motion Carried
Unanimously

Second: Mr. Spath

Ayes – 4 Nays – 0

By Mrs. Endres:

“RESOLVED, the Board hereby designates The Record as the official newspaper of the Rensselaer City School District for the 2018-2019 school year.”

**RESO #24-07/11/2018
Designate School
Newspaper**

Second: Mr. Spath

Ayes – 4 Nays – 0

Motion Carried
Unanimously

By Mrs. Endres:

“RESOLVED, the Board hereby designates the New York State Education Department’s Records Retention and Disposal Schedule, ED-1, for use by the Rensselaer City School District in legally retaining and disposing of the District records and to be designated as the subject matter list required pursuant to FOIL.”

**RESO #25-07/11/2018
Designate Records
Retention and Disposal**

Second: Mr. Spath

Ayes – 4 Nays – 0

Motion Carried
Unanimously

AUTHORIZATIONS

By Mrs. Endres:

“RESOLVED, the Board hereby authorizes the School Business Official to act as School Purchasing Agent for the Rensselaer City School District for the 2018-2019 school year.”

**RESO #26-07/11/2018
School Purchasing
Agent – SBO**

Second: Mr. Spath

Ayes – 4 Nays – 0

Motion Carried
Unanimously

By Mrs. Endres:

“RESOLVED, the Board hereby authorizes the Superintendent to act as Substitute School Purchasing Agent for the Rensselaer City School District for the 2017-2018 school year.”

**RESO #27-07/11/2018
Substitute School
Purchasing Agent –
Superintendent**

Second: Mr. Spath

Ayes – 4 Nays – 0

Motion Carried
Unanimously

By Mrs. Endres:

“RESOLVED, the Board hereby authorizes the School Business Official to establish petty cash funds not to exceed \$50 for each of the District Maintenance Department, the District Cafeteria Fund and the Bus Garage, and further authorize the School Business Official at the Administrative Office, the Buildings & Grounds Supervisor, the Cafeteria Manager and the Transportation Supervisor be designated as the official disbursing agent for these funds using a cash voucher system of accounting.”

**RESO #28-07/11/2018
Establish Petty Cash
Funds**

Second: Mr. Spath

Ayes – 4 Nays – 0

Motion Carried
Unanimously

By Mr. Endres:

“RESOLVED, the Board hereby authorizes and directs the Superintendent to submit applications for Federal Fund Projects for the Rensselaer City School District for the 2018-2019 school year.”

**RESO #29-07/11/2018
Submit Federal Fund
Projects**

Motion Carried
Unanimously

Second: Mr. Spath

Ayes – 4 Nays – 0

By Mrs. Endres:

“RESOLVED, the Board hereby authorizes the Internal Claim Auditor to certify the payrolls for the Rensselaer City School District for the 2018-2019 school year.”

**RESO #30-07/11/2018
Internal Claim
Auditor to Certify
Payroll**

Motion Carried
Unanimously

Second: Mr. Spath

Ayes – 4 Nays – 0

By Mrs. Endres:

“RESOLVED, the Board hereby authorizes the Superintendent and School Business Official to sign school district checks for the 2018-2019 school year.”

**RESO #31-07/11/2018
Authorize Signer of
School Checks**

Motion Carried
Unanimously

Second: Mr. Spath

Ayes – 4 Nays – 0

OTHER

By Mrs. Endres:

“RESOLVED, the Board hereby establishes the allowable IRS rate as the official mileage reimbursement rate for the Rensselaer City School District for the 2018-2019 school year based on the submission of travel vouchers.”

**RESO #32-07/11/2018
Establish Mileage
Reimbursement Rate**

Motion Carried
Unanimously

Second: Mr. Spath

Ayes – 4 Nays – 0

By Mrs. Endres:

“RESOLVED, the Board hereby reauthorizes the policies in effect at the end of 2018-2019 school year.”

**RESO #33-07/11/2018
Reauthorize Policies**

Motion Carried
Unanimously

Second: Mr. Spath

Ayes – 4 Nays – 0

ROUTINE MATTERS

By Mrs. Endres:

**RESO #34-07/11/2018
Approve Minutes**

“RESOLVED, the Board approves the minutes of the Regular Meeting of the Board of Education dated June 20, 2018.”

Second: Mr. Spath

Ayes – 4 Nays – 0

Motion Carried
Unanimously

NEW BUSINESS

By Mrs. Endres:

**RESO #35-07/11/2018
Approve Revised
Policy #1900**

“RESOLVED, the Board hereby approves the second reading and adopt revised RCSD Policy #1900 – Title I Parental Involvement – District Level Policy.”

Second: Mrs. Haggerty

Ayes – 4 Nays – 0

Motion Carried
Unanimously

By Mrs. Endres:

**RESO #36-07/11/2018
Approve Revised
Policy #1900-E**

“RESOLVED, the Board hereby approves the second reading and adopt revised RCSD Policy #1900-E – Title I Parental Involvement – School Level Policy.”

Second: Mrs. Haggerty

Ayes – 4 Nays – 0

Motion Carried
Unanimously

By Mrs. Endres:

**RESO #37-07/11/2018
Authorize 2017 Tax
Warrant**

“RESOLVED, the Board hereby authorizes the 2018 Tax Warrant for the collection of taxes for school purposes in the nine wards of the City of Rensselaer in the total amount of \$7,320,892.”

Second: Mrs. Haggerty

Ayes – 4 Nays – 0

Motion Carried
Unanimously

By Mrs. Endres:

**RESO #38-07/11/2018
Approve Cafeteria
Fund Budget**

“RESOLVED, the Board hereby approves the proposed 2018-2019 Cafeteria Fund Budget.”

By Mrs. Salsbury:

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby appoints Karen Paley as part-time Clerk for the Food Service program, effective August 27, 2018, at the hourly rate of \$17.60.”

RESO #43-07/11/2018
Appoint Part-Time
Food Service Clerk –
Karen Paley

Motion Carried
Unanimously

Second: Mrs. Endres

Ayes – 4 Nays – 0

By Mrs. Salsbury:

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby appoints following coaches and advisors for the 2018-2019 school year:

RESO #44-07/11/2018
Appoint Coaches &
Advisors

Co-Varsity Football Coach	William Spath
Co-Varsity Football Coach	Joel Preston
Assistant Varsity Football	Matthew Hine
Cross Country	Jessica Mouawad
Varsity Volleyball	Krista Sousa
Varsity Tennis	Bob Stranahan
Modified Football (1)	Will DeRuve
Modified Football (2)	John Curran
J.V. Volleyball	Tara Kyer
Co-Cheerleading (Football)	Anna Balfourt
Weight Room Coordinator	Mike Quinn
Volunteer Coaches	Norm Preston, Football Justin Caywood, Soccer
Varsity Girls Soccer	Kristin Alonzo
Modified Soccer	Sarah Agans
Varsity Boys Basketball	Timothy Foust
JV Boys Basketball	Brendan DiLello
Varsity Girls Basketball	Kristin Alonzo
JV Girls Basketball	Kimberly Mooney
7 th Grade Team Leader	Colleen Sholette
8 th Grade Co-Team Leader	Jen Leanord
8 th Grade Co-Team Leader	Ashley Zimbal
9 th Grade Transition Team Leader	Kelly Connor
10 th Grade Team Leader	Tricia Steck
Central Treasurer	Mike Toney
Creative Writing – Jr/Sr HS	Denise Wright
District Health Coordinator	Bob Stranahan
Drama Club – Jr/Sr HS	Mike McGough
High School Team Leader 11 th & 12 th	Rob Hoffman

Honor Society Junior Co-Advisor	Shannon Hotaling Del-Carmen
Honor Society Junior Co-Advisor	Meghan Murphy
Instrumental Music	Mike McGough
Junior Class Advisor	Beth Tamburrino
Junior Seminar Advisor	Laura Frasco
Junior/Senior Intramurals	Bob Stranahan
Masterminds Coordinator	Rob Hoffman
Mentor Coordinator – Jr/Sr HS	Tricia Steck
Pre-Engineering Enrichment	Ed Bryden
SADD Coordinator	Bob Stranahan
Senior Class Co-Advisor	Mike Toney
Senior Class Co-Advisor	Marcy Dillon
Senior Seminar Advisor	Denise Wright
Sophomore Class Co-Advisor	Kelly Connor
Sophomore Class Co-Advisor	Laura Frasco
Student Council Advisor – Jr/Sr HS	Rob Hoffman
Yearbook Advisor – Jr/Sr HS	Tracy Foust

Second: Mrs. Endres

Ayes – 4

Nays – 0

Motion Carried
Unanimously

By Mrs. Salisbury:

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby reaffirms commission proceeds from the District-wide general purpose vending machines to be issued to the Rensselaer Athletic Association.”

**RESO #45-07/11/2018
Commission Proceeds
Issued to RAA**

Second: Mrs. Endres

Ayes – 4

Nays – 0

Motion Carried
Unanimously

By Mrs. Salisbury:

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves an Unpaid Non-Clinical Internship Agreement with The

**RESO #46-07/11/2018
Approve Food Service
Internship**

Sage Colleges and further approve unpaid intern with the Food Service Department for a 10-week period.”

Second: Mrs. Endres

Ayes – 4

Nays – 0

Motion Carried
Unanimously

By Mrs. Salsbury:

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby declares as surplus and allows for disposal of School Bus #33, #37 and #40.”

**RESO #47-07/11/2018
Declare Surplus
School Buses**

Second: Mrs. Endres

Ayes – 4

Nays – 0

Motion Carried
Unanimously

By Mrs. Salsbury:

“RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves the Health & Welfare Contract in the amount of \$15,859.49 for 19 Rensselaer City resident students attending a private/parochial school in the East Greenbush Central School District.”

**RESO #48-07/11/2018
Approve Health &
Welfare Contract**

Second: Mrs. Endres

Ayes – 4

Nays – 0

Motion Carried
Unanimously

ANNOUNCEMENTS

Athletic Director, Dom Pitaniello reported that both Girls and Boys Track and Field, Softball, and Baseball all had successful seasons. All four were scholar athlete teams. Xavier Nickson went to nationals for long jump and exceeded his prior record. A new track and field banner will be needed for the records set during the season. Mr. Pitaniello reported signup for fall sports going well and the weight room was being utilized in the summer.

IT Director, Dave Howell reported that Rob Lorette would be providing training on the new phone system but that overall it was going well and cutting down the number of manual transfers. The Rensselaer County Youth Program is up and running, Kaylee is working. New computers, Chromebooks, and Thinkpads are coming in.

By Mr. Spath:

**RESO #49-07/11/2018
Executive Session**

“Be it resolved that the Board of Education enter into executive session at 6:55 p.m. during which time matters concerning personnel will be discussed.”

Second: Mrs. Endres

Ayes – 4

Nays – 0

Motion Carried
Unanimously

RETURN TO REGULAR SESSION AT 7:07 P.M.

By Mrs. Haggerty:

**RESO #50-07/11/2018
Adjourn**

“Motion to adjourn at 7:12 p.m.”

Second: Mrs. Salsbury

Ayes – 4

Nays – 0

Motion Carried
Unanimously

Respectfully submitted,

Shailyn Payton
Clerk to the Board of Education