

**RHINEBECK CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Rhinebeck, New York**

**Board of Education Organizational and Regular Meeting
High School/Middle School Library
Tuesday, July 12, 2016 – 7:30 p.m.**

REGULAR MEETING AGENDA

- 1.0 Call to Order**
- 2.0 Motion** upon the recommendation of the Superintendent of Schools to adopt the following resolution:

WHEREAS the Board of Education has determined that it wishes to fill a vacancy on the Board by exercising its option of appointing a qualified person to fill the vacancy,

THEREFORE BE IT RESOLVED, that the Board of Education hereby appoints Lisa Rosenthal to fill the Board vacancy caused by the resignation of Richard Walker, to serve effective July 12, 2016, and until the next annual election of Board members, May 16, 2017, the Oath of Office to be administered by the Clerk and the Oath Book signed.

- 3.0 Adjourn Regular Meeting**

ANNUAL ORGANIZATIONAL MEETING AGENDA (See attached)*

- 1.0 Reconvene Regular Meeting**
- 2.0 Approval of Minutes**
 - 2.1 Motion** to approve the minutes of the June 28, 2016 Regular Meeting*
- 3.0 Public Comment**
- 4.0 Reports and Discussion**
 - 4.1 Capital Project Financing Presentation (Charles Bastian, Bernard P. Donegan, Inc.)**
 - 4.2 2016-17 Board Goal Development Process**
 - 4.3 Board Committee Reports (Curriculum)***
- 5.0 Comments**
 - 5.1 Good News**
 - 5.2 Old Business**
 - 5.3 Public Comment**
 - 5.4 Other**

6.0 Action Items

- 6.1 Motion** upon the recommendation of the Superintendent of Schools to approve the following consent items:
- 6.1.1 Motion** upon the recommendation of the Superintendent of Schools to approve the Free and Reduced Price Meals Policy for the 2016-17 school year. (Details of Policy Statement in BOE Packet)*
 - 6.1.2 Motion** upon the recommendation of the Superintendent of Schools to appoint the Director of Special Education Services as the District's Migrant Coordinator, Homeless Liaison, and Runaway Provider, as required by the 2016-17 Free and Reduced Price Meals Policy.*
 - 6.1.3 Motion** upon the recommendation of the Superintendent of Schools to appoint the following, as required by the 2016-17 Free and Reduced Price Meals Policy:

Reviewing official:	Donna Ellis
Hearing official:	Joseph L. Phelan
Verification official:	Thomas Burnell*
- 6.2 Motion** upon the recommendation of the Superintendent of Schools to approve the following resolution:
- BE IT RESOLVED**, that the Board of Education hereby accepts the proposal for architectural services from Tetra Tech Engineers, Architects & Landscape Architect, PC, D/B/A Tetra Tech Architects & Engineers, dated June 1, 2016, to serve as the School District's Architect of Record during the 2016-2017 school year, as well as to perform architectural and engineering services in connection with the District's proposed capital project, which Proposal is incorporated by reference within the minutes of this meeting; and
- BE IT FURTHER RESOLVED**, that the Board President is authorized to execute an Agreement with Tetra Tech Architects & Engineers for such architectural services, upon approval of same by the School Attorney.
- 6.3 Motion** upon the recommendation of the Superintendent of Schools to approve as a final reading the adoption of new Board Policy #8334 – Use of Credit Cards.*
- 6.4 Motion** upon the recommendation of the Superintendent of Schools to approve as a first reading the consideration of modifications to Board Policy #5300 – District Code of Conduct.
- 6.5 Motion** upon the recommendation of the Superintendent of Schools to accept a mini-grant in the amount of \$200 for the purchase of supplies for the BMS Moving Up ceremony, as stipulated. (See attached.)*
- 6.6 Motion** upon the recommendation of the Superintendent of Schools to approve the appointment of additional advisors and mentors for Bulkeley Middle School for the 2016-17 school year. (See attached list.)*
- 6.7 Motion** upon the recommendation of the Superintendent of Schools to appoint Rachel Ranalli to the Civil Service position of Typist, assigned to the Chancellor Livingston Elementary School, effective July 5, 2016, on Step1 (\$33,704), in

accordance with the ANIE Salary Schedule for 2016-17, with a 26-week probationary period.*

6.8 Motion upon the recommendation of the Superintendent of Schools to abolish the position of Elementary teacher, assigned to the Chancellor Livingston Elementary School, effective July 12, 2016.

6.9 Motion upon the recommendation of the Superintendent of Schools to approve the appointment of Meghan Craft as a long-term substitute in the position of Elementary teacher at the Chancellor Livingston Elementary School, effective September 1, 2016 through June 24, 2017, at the pleasure of the Board, at the salary of Step 2 MA+12 (\$61,417), in accordance with the RTA Salary Schedule for 2016-17. This appointment is to fill the vacancy created by the leave of absence granted to Jackie Dedrick, Elementary teacher at the Chancellor Livingston Elementary School.*

6.10 Motion upon the recommendation of the Superintendent of Schools to approve the provisional appointment of Carrie Keegan to the Civil Service position of Guidance Aide, assigned to the Bulkeley Middle School, effective August 1, 2016, on Step3 (\$39,158), in accordance with the ANIE Salary Schedule for 2016-17.*

6.11 Motion upon the recommendation of the Superintendent of Schools to approve the list of additional emergency conditional substitute teachers and substitute non-instructional staff for the 2016-17 school year.*

6.12 Motion upon the recommendation of the Superintendent of Schools to approve additional Summer 2016 curriculum work. (See attached.)*

6.13 Motion upon the recommendation of the Superintendent of Schools to approve a leave request under the Family and Medical Leave Act from Stephanie Baird, to commence on or about October 28, 2016, with such leave to be taken as paid medical leave through the period of disability as certified by a physician in writing, to the extent of her accrued sick leave and, thereafter, such leave to be taken as unpaid child care leave through the conclusion of the 2016-17 school year.*

7.0 Proposed Executive Session

8.0 Adjournment

DATES TO REMEMBER:

Tue, July 12, 2016	Board of Education Mtg., RHS/BMS Library, 7:30 pm
Tue, July 26, 2016	Board of Education Mtg., RHS/BMS Library, 7:30 pm
Tue, August 16, 2016	Board of Education Mtg., RHS/BMS Library, 7:30 pm
Tue, August 30, 2016	Board of Education Mtg., RHS/BMS Library, 7:30 pm
Tue, Sept. 6, 2016	Superintendent's Conference Day – No School
Wed, Sept. 7, 2016	First School Day for Students

MISSION STATEMENT

The Rhinebeck Central School District is an educational community that provides an excellent learning environment and is dedicated to the development of every student's generosity of spirit, passion for learning, and ultimate success.

VISION STATEMENT

The Rhinebeck Central School District meets the changing needs of our community with courageous programming consistent with State Standards and mindful of best learning practices. Each student enjoys an enriching experience while mastering the skills and knowledge to reach his or her maximum potential. We educate our students to become self-directed learners, complex thinkers, collaborative workers, quality producers, community contributors, and ethical decision-makers.

CORE VALUES

Quality Education Includes:

- **Safety and Health:** Students and staff need a healthy and safe environment.
- **Resources:** A successful education program requires appropriate facilities, equipment, and materials
- **Respect:** We respect and honor the dignity and worth of ourselves, others, and our environment.
- **Responsibility:** Each person is responsible for what he or she says and does.
- **Courage:** Courage is required to grow, change, take risks, and make commitments.
- **Integrity:** Personal integrity develops as one attends to and becomes increasingly ethical in one's speech and actions. Adults model this process.
- **Whole Child:** In order for students to be successful, their emotional, social, physical, and academic needs must be met.
- **Collaboration:** The education of our students is a process involving the entire educational community: students, teachers, administrators, non-instructional staff, Board of Education, families, and the community at large.
- **Student Achievement:** Continuous growth and improvement occur when there is use of best practices, an articulated/ aligned curriculum and pertinent data.
- **Recognition:** Acknowledging and celebrating successes, large and small, nurtures growth and a sense of community.

BOARD OF EDUCATION POLICY #1230 - PUBLIC PARTICIPATION AT BOARD MEETINGS

The Board of Education recognizes its responsibility to hear and respond to public comment, and therefore encourages public participation at Board meetings. There will be a specific agenda item at each Board meeting to provide an opportunity to address the Board.

Rules of Order In Public Meetings

- When a member of the public wishes to speak, he/she shall address the chair.
- If two or more persons wish to speak, the chair shall designate the person to speak first.
- The speaker shall give his/her name and address before proceeding further.
- All remarks shall be addressed to the chair.
- The speaker shall confine him/herself to the question under debate, and avoid comments of a personal nature.
- No person shall speak upon a subject more than twice, no more than five minutes each time, except by consent (of the Board).
- No person shall speak a second time until all have had a first chance to speak.
- The right to each individual to speak without interruption is paramount, provided they remain in accordance with these rules.
- No calls for expression of sentiment shall be made except upon request by the chair.

RHINEBECK CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Annual Organizational Meeting
July 12, 2016

The Clerk of the Board calls the Annual Organizational meeting of the Rhinebeck Board of Education to order at 7:30 p.m. in the Middle School/ High School Library.

The Clerk introduces the newly elected Board Members, Deirdre d'Albertis, Laura Schulkind, and Stephen Jenkins, all elected to three-year terms. The Oath of Office is administered to the newly seated members by the Clerk and they then sign the Oath Book.

The Clerk calls for nominations for **President** of the Board of Education for the **2016-2017** school year.

_____ nominated _____ for Board **President**. The nomination was seconded by _____. (Vote Count).

_____ assumes the seat of the Presidency of the Board of Education for the **2016-2017** school year and calls for nominations for **Vice President** of the Board.

_____ nominated _____ for Board **Vice President**. The nomination was seconded by _____. (Vote Count).

The Oath of Office is administered to the Board President and Vice President by the Clerk and they sign the Oath Book.

The President calls for nominations to the position of **Executive Committee** member for the 2016-2017 school year for the Dutchess County School Boards Association. _____ nominated _____ to serve as **Executive Committee** member. The nomination was seconded by _____. (Vote Count)

Other Leadership Positions and Committee Assignments of the Board of Education.

1. **MOTION** to appoint **Mary Ann Torres** as **Clerk of the Board of Education** for the 2016-2017 school year.
2. **MOTION** to appoint **Christine Natoli** as **School District Treasurer** for the 2016-2017 school year with the appointment of **Elizabeth Van Keuren** as **Deputy School District Treasurer** for the 2016-2017 school year.
3. **MOTION** to appoint **Carolyn Peck** as **Central Treasurer** for the Extra Classroom Activity Fund for the 2016-2017 school year, at a stipend of \$2,586.
4. **MOTION** to appoint **Susan McCormack** as **School Tax Collector** for the 2016-2017 school year at no additional stipend.

RHINEBECK CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Annual Organizational Meeting
July 12, 2016

5. **MOTION** to appoint **Steve Bangert** as **Claims Auditor**, at \$28.05 per hour for the 2016-2017 school year.
6. **MOTION** to appoint **Thomas Burnell**, **Assistant Superintendent for Support Services**, as **District Purchasing Agent**, and **Joseph Phelan**, **Superintendent of Schools**, as **Deputy Purchasing Agent** for the 2016-2017 school year.
7. **MOTION** to appoint **Marvin Kreps** as **Title IX/Title VII Coordinator**, **Title VI Coordinator**, and **Nondiscrimination Complaint Officer** for the 2016-2017 school year.
8. **MOTION** to appoint **Christine Natoli**, District Treasurer, as additional **Title IX/Title VII Coordinator**, **Title VI Coordinator**, and **Nondiscrimination Complaint Officer**, on an as-needed basis, for the 2016-2017 school year, with compensation for related investigations at her hourly rate.
9. **MOTION** to appoint the **Director of Special Education**, as **Section 504/ADA Coordinator** for the 2016-2017 school year.
10. **MOTION** to appoint **Joseph L. Phelan** as **Designated Education Official** for the 2016-2017 school year.
11. **MOTION** to appoint **Joseph L. Phelan** as **Age Coordinator** for the 2016-2017 school year at no extra stipend.
12. **MOTION** to designate the **Director of Special Education** to attend last chance resolution sessions or mediation sessions required by the IDEA with the authority to execute settlement agreements on behalf of the District, following consultation with the Superintendent of Schools, where practicable, and notification to the Board President, or Vice-President in his/her absence, of the contents of any settlement agreement, for the 2016-2017 school year.
13. **MOTION** to approve the following additional appointments:
 - A. **MOTION** to appoint **Theresa Costakis** the **BMS/RHS School Nurse** and **Mary Skeen** the **CLS School Nurse** as **Attendance Supervisors** for the 2016-2017 school year at no additional salary, as included in the duties of School Nurse.
 - B. **MOTION** to appoint **The Work Place at Mid-Hudson Regional Hospital** to provide **School Physician Services** and **Dr. Rajir Narula** as **Chief Medical Officer** at the cost of \$8,376 for the 2016-2017 school year.
 - C. **MOTION** to appoint **Sheldon Tieder**, **Director of Facilities**, as **Asbestos Designee**, **Chemical Hygiene Officer** pursuant to OSHA, and **School**

RHINEBECK CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Annual Organizational Meeting
July 12, 2016

Pesticide Representative for the School District for 2016-2017 school year.

- D. MOTION** to appoint the **Secretary to the Superintendent as Records Access Officer**, the **Assistant Superintendent for Support Services as Records Management Officer**, and the **Superintendent of Schools as Records Appeals Officer** for the 2016-2017 school year, at no additional salary.
- E. MOTION** upon the recommendation of the Superintendent of Schools to designate **Edwin Davenport, John Kemnitzer, and Brett King** as 2016-2017 Dignity Act Coordinators for their respective schools, as required by the Dignity for All Students Act law and by Section IX of Board of Education Policy 5300-Code of Conduct, to lead and coordinate the efforts of each school's Dignity for All Students Act Team in proactively addressing and responding to any and all incidents of bullying, discrimination, hazing, and/or harassment as identified in this State law and Board policy.
14. **MOTION** to direct the **Assistant Superintendent for Support Services** to make payments of: (a) Monies for investments; (b) Interest on bonds as it becomes due; (c) Payments to redeem bonds as they become due; (d) Checks to cover payrolls and agency account deposits; (e) Utility bills; (f) Expense payments to employees; and (g) Payments under contractual agreements.
15. **MOTION** to approve the following designations:
- A. **MOTION** to designate the **M&T Bank, NYLAF, and BNY-Mellon** as **Official Depositories** of funds for the school district for the 2016-2017 school year. Other financial institutions will be brought to the Board in the course of the year for approval of investment services if necessary.
- B. **MOTION** to designate the **Daily Freeman** as the **Official District Newspaper**, with the designated **Poughkeepsie Journal** as the **alternate Official Newspaper** for the District for the 2016-2017 school year.
16. **MOTION** to approve the following authorizations:
- A. **MOTION** to authorize the **Assistant Superintendent for Support Services** and the **District Treasurer** to have access to the Safe Deposit Box maintained by the school district at the M & T Bank for the 2016-2017 school year.
- B. **MOTION** to authorize petty cash funds at the following locations and in the following amounts for the 2016-2017 school year:
- | Location | Amount | Custodian |
|------------------------------|---------------|--------------------------------|
| Business Office | \$100.00 | Secretary to Bus. Admin. |
| Chancellor Elementary School | \$100.00 | Elementary School
Principal |
| Bulkeley Middle School | \$100.00 | Middle School Principal |

RHINEBECK CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Annual Organizational Meeting
July 12, 2016

Rhinebeck High School	\$100.00	High School Principal
Interscholastic	\$50.00	Athletic Director
CLS Kitchen	\$10.00	District Treasurer
BMS Kitchen	\$60.00	District Treasurer
RHS Kitchen	\$100.00	District Treasurer

- C. **MOTION** to authorize the **Superintendent of Schools** to approve transfers in Budget Codes up to \$5,000 per transfer for the 2016-2017 school year.
- D. **MOTION** to authorize the **Superintendent of Schools** and/or the **Assistant Superintendent for Support Services** as the Payroll Certification Officers for the 2016-2017 school year.
- E. **MOTION** to authorize the **Superintendent of Schools** to approve or disapprove all conference requests for the 2016-2017 school year.
- F. **MOTION** to authorize the **Superintendent of Schools** to apply for grants-in-aid for the School District – state, federal, foundation and private sources for the 2016-2017 school year.
- G. **MOTION** to delegate the Board of Education’s authority, pursuant to Commissioner’s Regulation 100.2(y) to the **Superintendent of Schools** to have full and final authority to make determinations regarding student residency.
17. **MOTION** to re-adopt all previous Board Policies and the Code of Ethics.
18. **MOTION** to approve that the meetings of the Board of Education of the Rhinebeck Central School District be held on the dates indicated on the schedule submitted, at 7:30 P.M. in the High School/Middle School Library for the 2016-2017 school year or in alternate locations and/or times as noted on the agenda.
19. **MOTION** to adopt the per-mile reimbursement rate set by the Internal Revenue Service, which is currently \$0.54, for approved use of personal vehicles on school business, subject to change of the Internal Revenue reimbursement rates.
20. **MOTION** to approve the following resolution:
- BE IT RESOLVED**, that effective July 1, 2016 through June 30, 2017, the Rhinebeck Central School District will waive the fingerprinting fee of \$102.00 for all new employees who are hired to work less than 20 hours per week or receive a salary of \$30,000 or less, except for per diem substitutes. The District will reimburse per diem substitutes for this expense after the completion of ten (10) days of work and the submission of proof of payment documentation. The District will pay this fee in advance for all others as outlined above.
21. **MOTION** to accept the list of New York State Certified Impartial Hearing Officers for Dutchess County for the 2016-2017 school year as updated by the

RHINEBECK CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Annual Organizational Meeting
July 12, 2016

NYS Education Department in accordance with Section 200.31(1) of the Commissioner's Regulations for the purpose of conducting special education impartial hearings, with compensation of such Impartial Hearing Officers in accordance with Board Policy.

22. **MOTION** to appoint **Shaw, Perelson, May & Lambert, LLP, Attorneys at Law**, as **School Attorneys** for the 2016-2017 school year, at a retainer fee of \$30,000.00, and such attorney as assigned as Investigator for Title VII/Title IX and other matters, for the 2016-2017 school year, if and as needed.
23. **MOTION** to approve all persons and positions required by law or regulation to be bonded (e.g., Deputy Treasurer, Central Treasurer-Activity Fund, Claims Auditor, Deputy Claims Auditor, Purchasing Agent) in the amount of \$100,000 per employee per occurrence, \$1,000,000 per occurrence for the Tax Collector, and \$1,000,000 per occurrence for the Treasurer for the 2016-2017 school year.
24. **MOTION** to approve the following resolution:

BE IT RESOLVED, that the Board of Education of the Rhinebeck Central School District hereby appoints **Thomas Burnell, Assistant Superintendent for Support Services**, as **Trustee**, and **Joseph Phelan, Superintendent of Schools**, as **Alternate Trustee**, representing the Rhinebeck Central School District for the Dutchess County Workers' Compensation Cooperative, effective July 1, 2016, to serve in such capacity until the appointment is rescinded by the Board or another individual is appointed in his place.

25. **MOTION** to approve the following resolution:

BE IT RESOLVED, that the Board of Education of the Rhinebeck Central School District hereby appoints **Thomas Burnell, Assistant Superintendent for Support Services**, as **Trustee**, and **Joseph Phelan, Superintendent of Schools**, as **Alternate Trustee**, representing the Rhinebeck Central School District for the Dutchess Educational Health Insurance Consortium, effective July 1, 2016, to serve in such capacity until the appointment is rescinded by the Board or another individual is appointed in his place.