

**Grand Island Central School District
Board of Education**

**Organizational Meeting Agenda
Monday, July 11, 2011
Middle School Little Theater
7:00pm**

NOTE: Janet Schuster will administer the Oath of Office to Emily Ciruolo and Tak Nobumoto before the start of the meeting.

**I. CALL TO ORDER, PLEDGE OF ALLEGIANCE, EMERGENCY FIRE EXIT
ANNOUNCEMENTS, CELL PHONE/PAGERS/COMPUTERS SILENCED**

II. ELECTION OF OFFICERS:

- A. Board President for 2011-12 and Oath of Office
- B. Vice President for 2011-12 and Oath of Office

III. ITEMS REQUIRING BOARD ACTION:

- A. Motion approving the following Board of Education appointments (items 1-34), effective July 1, 2011 through June 30, 2012:

- 1. District Treasurer: Debra ElHoussieny
- 2. District Clerk: Janet Schuster
- 3. Assistant District Clerk: Robert Christmann
- 4. Internal Claims Auditor: Carol Kaufman
- 5. Internal Auditor: Blasé Nicolia
- 6. Records Retention & Disposition Officer: Janet Schuster
- 7. Title IX Coordinator: Robert Christmann
- 8. Title I Coordinator: Karen Karmazin
- 9. Chapter 504 Coordinator: Cheryl Cardone
- 10. Sexual Harassment Complaint Officer: Robert Christmann
- 11. Safety Risk Management Officer: Erie 1 BOCES
- 12. Civil Service Appointing Officer: Robert Christmann
- 13. School Physician: Dr. Ehlenfield
- 14. Designation of Official Newspapers - Island Dispatch
- 15. Community Education: Jenepher Banker
- 16. Director of Interscholastic Athletics: Jon Roth
- 17. School Attorneys & Law Firms:
 - a) Harter, Secrest & Emery (General & Negotiations)
 - b) Goldstein, Ackerhalt & Pletcher (Special Education)
- 18. School District Auditor: Lumsden & McCormick

19. Central Treasurers of Extra Classroom Activity Funds:
 - a) High School – Toni Brown
 - b) Middle School – Kathy Mogavero
20. District Financial Institution:
 - a) JP Morgan Chase
 - b) First Niagara Bank
 - c) Key Bank of New York, A.A.
 - d) Manufacturers and Traders Trust Company
 - e) HSBC
 - f) Citizens Bank
21. Mandated Members to the Committee of Special Education as per New York State Regulations
22. Mandated Members to the Committee on Preschool Special Education as per New York State Regulations
23. State Certified Impartial Hearing Officers – as per SED's Impartial Hearing Officer List
24. Mileage reimbursement at the Current IRS Rate
25. Lease Buses to Other School Districts on an Emergency Basis: Loraine Ingrasci
26. Chief School Officer to Certify Payroll
27. Facsimile Signatures of Treasurer Approved for Use for all Bank Accounts
28. Assistant Superintendent for Finance and Support Services as Purchasing Agent, Including Advertising and Opening Bids, According to law.
 - a) Alternate Purchasing Agent: Robert Christmann
 - b) Alternate Purchasing Agent for Purchase Orders Only: Toni Brown
29. Assistant Superintendent for Finance and Support Services:
 - a) Authorization to Invest School District Funds in Accordance with Sections 1604-A and 1723-A of the NYS Education Law, School Policy and Procedures, and any Other Pertinent Regulation
30. Assistant Superintendent for Finance and Support Services to be the Designee for:
 - a) Monitoring Expenditures of Federal Funds
 - b) Monitoring the Carryover of Title I Funds from One Year to the Next
 - c) Assuring that Grants of Federal Funds for Title I Programs are used to Supplement and not Supplant State and Local Funds
 - d) Review of Fiscal Expenditures
31. Chief School Officer or Designee to Approve Attendance at Conferences, Conventions, Workshops, Field Trips
32. RESOLUTION that the Chief School Officer of the Board of Education is hereby Authorized to Borrow Maximum Allowable Amounts by Law on Tax Anticipation Notes and Revenue Notes

33. Authorization to Establish Petty Cash Funds:
- | | |
|---|-------|
| a) High School – Sandra Anzalone | \$100 |
| b) Middle School – Bruce Benson | \$100 |
| c) Huth Road Elementary – Kerri Nowak | \$100 |
| d) Kaegebein Elementary – Mary Haggerty | \$100 |
| e) Sidway Elementary – Denise Dunbar | \$100 |
| f) Interscholastic Athletics – Kathleen Tim | \$200 |
| g) Transportation – Jack Burns | \$100 |
| h) School Lunch Office – Debra ElHoussieny | \$200 |
| i) Continuing Education – Jenefer Banker | \$100 |
| j) Buildings & Grounds – Tom Rachow | \$100 |
| k) High School Library – Rachael Grabek | \$25 |

B. Motion approving the following Board of Education Committee appointments:

1. Erie County Association of School Boards Delegate and Alternate Appointments:
 - a) Delegate Assembly
 - b) Legislative Committee
 - c) Budget & Finance Team
2. New York State School Board Association Delegate and Alternate Appointments:
 - a) Annual Business Meeting
3. Appointment of PTA Delegate and Alternate Liaisons
4. GI SBA Committee (1)

C. Motion approving the following general organizational items:

1. Designation of Authorized Signature on Checks – Treasurer or Assistant Superintendent for Finance and Support Services
2. Designation of Authorized Signature on Transfers from Savings Account to Checking Accounts – Assistant Superintendent for Finance and Support Services or Superintendent or Debra ElHoussieny as District Treasurer
3. Authorize Chief School Officer to Approve Budget Transfers between within the School District Accounts Subject to Board of Education Approval
4. Authorized Signatures for Vehicle Registrations – Superintendent or Assistant Superintendent for Finance and Support Services
5. Bonding Personnel (for information only) – The following are bonded through the General Liability Policy of the School District:
 - a) District Treasurer
 - b) Central Treasurers (Extra-Curricular Accounts)
 - c) District Courier
6. Annual Contract with Catholic Charities for \$1,500 for EAP Services

D. Motion approving the extension of the intramural programs to home schooled students through June 30, 2012.

IV. ADJOURN