

**CATO-MERIDIAN BOARD OF EDUCATION**  
**Board Meeting Minutes**  
**July 6, 2010**

**PRESENT:** Michael Lees, President  
Jill Modafferi, Vice President  
Kathleen Bratt  
Paul Byrne  
L. Lee Epprecht  
Scott Ford  
Todd Kacur

**ALSO PRESENT:** Noel Patterson, Superintendent  
Gwendolyn Marriam, District Clerk  
Crosby Lamont, Jr. – Assistant Superintendent for Business  
Sean Gleason, Middle School Principal  
Danielle Mahoney, High School Principal  
Jim Miller, H.S. Assistant Principal/Athletic Director  
Community Members

**WHERE HELD:** District Conference Room

The meeting was called to order by Mrs. Marriam, District Clerk at 6:30 pm.

Pledge of Allegiance.

Mrs. Marriam administered the Oath of Faithful Performance of Office to elected board members Kathleen Bratt, Todd Kacur, and L. Lee Epprecht. Oath

Mrs. Marriam asked for nominations for the office of President of the Board of Education for the 2010-11 school year. Mrs. Modafferi nominated Mr. Lees, and Mr. Byrne seconded the nomination. There being no further nominations, the District Clerk asked for a vote for Mr. Lees. Voting for Mr. Lees: Mrs. Bratt, Mr. Kacur, Mr. Ford, Mrs. Modafferi, Mr. Byrne, Mr. Lees, and Mrs. Epprecht

Mr. Lees was elected president for the 2010-11 school year.

Mrs. Marriam asked for nominations for the office of Vice President of the Board of Education for the 2010-11 school year. Mr. Byrne nominated Mrs. Modafferi, and Mr. Ford seconded the nomination. There being no further nominations, the District Clerk asked for a vote for Mrs. Modafferi. Voting for Mrs. Modafferi: Mrs. Bratt, Mr. Lees, Mrs. Epprecht, Mr. Kacur, Mr. Ford, Mr. Byrne, and Mrs. Modafferi.

Mrs. Modafferi was elected vice president for the 2010-11 school year,

The Oath of Faithful Performance of Office was administered to the president and vice president by the District Clerk.

On motion of Mrs. Bratt, seconded by Mr. Kacur, the agenda was approved. Yes 7 No 0 Abstaining	Agenda
On motion of Mrs. Modafferi, seconded by Mr. Kacur, Gwendolyn Marriam was appointed district clerk at a stipend of \$3,000. Yes 7 No 0 Abstaining	Dist. Clerk
On motion of Mrs. Modafferi, seconded by Mr. Byrne, stipends were approved for Data Warehouse Coordinators Janice Chase \$3,000; Mona Thompson \$2,000 and Donna Traister \$2,000. Yes 6 No 0 Abstaining 1 (Bratt)	Data Warehouse Stipends
On motion of Mrs. Kacur, seconded by Mrs. Bratt, Lori Petrocci was appointed district treasurer. Yes 7 No 0 Abstaining	Dist. Treas
On motion of Mrs. Modafferi, seconded by Mrs. Bratt, Mona Thompson was appointed deputy treasurer. Yes 7 No 0 Abstaining	Deputy Treasurer
On motion of Mr. Kacur, seconded by Mr. Byrne, the appointment of Matthew Fletcher as school attorney with Harris Lindenfeld and Timothy McGill, Esq., serving in special counsel capacities were approved for the 2010-11 school year. Yes 7 No 0 Abstaining	Attorneys
On motion of Mrs. Bratt, seconded by Mrs. Modafferi, Bernard Donegan was appointed as financial advisor. Yes 7 No 0 Abstaining	Financial Advisor
On motion of Mrs. Epprecht, seconded by Mrs. Bratt, Raymond Wager, CPA/PC was appointed as independent auditor. Yes 7 No 0 Abstaining	Indep.Aud.
On motion of Mrs. Bratt, seconded by Mr. Kacur, John Eppolito, MD was appointed as school physician with a contract in the amount of \$9,000 for the 2010-11 school year. Yes 7 No 0 Abstaining	Sch. Physician
On motion of Mrs. Bratt, seconded by Mr. Ford, Crosby Lamont, Jr. was appointed as purchasing agent. Yes 7 No 0 Abstaining	Pur. Agent
On motion of Mrs. Bratt, seconded by Mr. Kacur, Vanesa Collier was appointed as tax collector. Yes 7 No 0 Abstaining	Tax Coll.
On motion of Mr. Byrne, seconded by Mrs. Epprecht, Mona Thompson was appointed as deputy tax collector. Yes 7 No 0 Abstaining	Deputy Tax Collector

On motion of Mr. Ford, seconded by Mrs. Bratt, Janice Chase was appointed as attendance officer. Yes 7 No 0 Abstaining	Attendance Officer	
On motion of Mrs. Bratt, seconded by Mr. Kacur, Lori Petrocci was appointed as central treasurer for extraclassroom activity account. Yes 7 No 0 Abstaining	Extra-Class.	
On motion of Mrs. Bratt, seconded by Mrs. Epprecht, Raymond Wager was appointed as auditor of the extraclassroom activity account. Yes 7 No 0 Abstaining	Auditor Extra-Class	
On motion of Mrs. Bratt, seconded by Mr. Kacur , Edward Siemiatkowski was appointed as internal claims auditor up to 250 hours @ \$25.00/hr. Yes 7 No 0 Abstaining	Int. Claims Auditor	
On motion of Mrs. Bratt, seconded by Mr. Ford, Brenda Semeraro, CPA was appointed as internal auditor up to 240 hours@\$35.00/hr. Yes 7 No 0 Abstaining	Internal Auditor	
On motion of Mrs. Modafferi, seconded by Mrs. Bratt, Crosby Lamont, Jr. was appointed as healthcare plan representative. Yes 7 No 0 Abstaining	Healthcare Rep.	
On motion of Mrs. Bratt, seconded by Mr. Ford, Gwendolyn Marriam was appointed as records management/records access officer. Yes 7 No 0 Abstaining	Records Mgt./Access	
On motion of Mr. Kacur, seconded by Mrs. Epprecht, Crosby Lamont, Jr. was appointed as asbestos designee. Yes 7 No 0 Abstaining	Asbestos Designee	
On motion of Mrs. Modafferi, seconded by Mrs. Bratt, Community Bank, Chase Bank, HSBC, First Niagara and Five Star were designated as official bank depositories. Yes 7 No 0 Abstaining	Banks	
On motion of Mrs. Modafferi, seconded by Mr. Kacur, Margaret Schlegel was appointed as compliance officer (504 and Title IX). Yes 7 No 0 Abstaining	Compliance Officer	
On motion of Mrs. Bratt, seconded by Mr. Kacur, the schedule for the regular monthly business meetings to be held on Mondays unless otherwise noted were approved for 2010-2011:	BOE Mtgs.	
<b>July 20 (Tuesday)</b> <b>August 16 &amp; 30</b> <b>September 13 &amp; 27</b> <b>October 12 (Tues) &amp; 25</b> <b>November 8 &amp; 22</b> <b>December 14 (Tuesday)</b> Yes 7 No 0 Abstaining	<b>January 10 &amp; 24</b> <b>February 14</b> <b>March 7 &amp; 21</b> <b>April 11 &amp; 25</b> <b>May 3 (Tues.) -public budget hearing</b> <b>May 17 (Tues) – Budget Vote</b>	<b>May 23</b> <b>June 6 &amp; 20</b> <b>July 11 (Reorg. Mtg.)</b>

<p>On motion of Mr. Kacur, seconded by Mr. Ford, the Post Herald, Post Standard and The Citizen were designated as official newspapers.</p> <p>Yes 7 No 0 Abstaining</p>	Newspapers
<p>On motion of Mrs. Bratt, seconded by Mrs. Modafferi, the clerk of the board is authorized to certify payrolls.</p> <p>Yes 7 No 0 Abstaining</p>	Authorize Payrolls
<p>On motion of Mrs. Bratt, seconded by Mrs. Epprecht, the district treasurer or deputy treasurer are authorized to sign checks as appropriate for the general, federal aid, trust and agency, school lunch and capital funds.</p> <p>Yes 7 No 0 Abstaining</p>	Sign Checks
<p>On motion of Mr. Byrne, seconded by Mrs. Bratt, authorization was granted to the extraclassroom activity treasurer to sign checks as appropriate for the extraclassroom activity account.</p> <p>Yes 7 No 0 Abstaining</p>	Extra-Class. Sign Checks
<p>On motion of Mr. Kacur, seconded by Mrs. Bratt, authorization was granted to the superintendent of schools to require employees to undergo medical examination pursuant to Section 913 of the education law in those cases where it is necessary to determine the employee's fitness to continue in employment.</p> <p>Yes 7 No 0 Abstaining</p>	Employee Physicals
<p>On motion of Mrs. Bratt, seconded by Mr. Kacur, the superintendent is authorized to approve the attendance of staff at conferences.</p> <p>Yes 7 No 0 Abstaining</p>	Authorize Conferences
<p>On motion of Mrs. Modafferi, seconded by Mrs. Bratt, the Superintendent of Schools is authorized to approve budget transfers in an amount up to \$5,000, per board policy 5330.</p> <p>Yes 7 No 0 Abstaining</p>	Budg. Trans.
<p>On motion of Mrs. Bratt, seconded by Mr. Kacur, the credit card monetary caps per policy 5422 is as follows: VISA \$5000; Staples \$5000 and Walmart \$3000 for the 2010-11 school year.</p> <p>Yes 7 No 0 Abstaining</p>	Credit Cards
<p>On motion of Mrs. Bratt, seconded by Mrs. Modafferi, codes of ethics in effect during the previous school year were re-adopted.</p> <p>Yes 7 No 0 Abstaining 0</p>	Re-adopt Policies/codes
<p>On motion of Mr. Ford, seconded by Mrs. Bratt, all existing board policies for continuation during the 2010-11 school year unless revised, amended or deleted by action of the Board of Education were re-adopted.</p> <p>Yes 7 No 0 Abstaining</p>	“ “

On motion of Mrs. Bratt, seconded by Mr. Kacur, petty cash funds were established as follows: school lunch (school lunch director) \$200; rec center (rec director) \$50; business office (payroll clerk) \$100; athletics (athletic director) \$200; elementary office (secretary) \$100; middle school office (secretary) \$100; high school office (secretary) \$100.  
 Yes 7 No 0 Abstaining

Petty Cash

On motion of Mrs. Modafferi, seconded by Mrs. Bratt, the reimbursement rate for use of private vehicles related to school business is set at the IRS rate at the time mileage is incurred.  
 Yes 7 No 0 Abstaining

Mileage

Homebound instruction and substitute pay rates were reviewed and it was decided that no changes would be made to the current rates of pay.

Homebound Inst./  
Substitute Pay Rates

On motion of Mrs. Modafferi, seconded by Mrs. Bratt, members to the District's Committee on Special Education and Pre-school Special Education are as follows:

CSE/CPSE

Margaret Schlegel, Director of Pupil Personnel Services  
 Anne Ventura, School Psychologist  
 Karen Carbone, School Psychologist  
 Marge Kriese, Parent Representative  
 Yes 7 No 0 Abstaining

On motion of Mrs. Bratt, seconded by Mrs. Epprecht, the Clerk of the Board is permitted to destroy ballots from the annual district vote held in May, 2007.  
 Yes 7 No 0 Abstaining

Destroy  
Ballots

Listed below are the board members who are serving on the following committees for the 2010-11 school year.

Committees

Audit Advisory	Mr. Byrne, Mrs. Epprecht, Mrs. Modafferi
District School Improvement Team	Mr. Kacur
Elem. School Improvement Team	Mrs. Epprecht
M.S. School Improvement Team	Mr. Byrne
H.S. School Improvement Team	-----
COSBA	Mr. Lees
Rec Center Board	Mrs. Bratt and Mrs. Epprecht
Advisory Policy Review	Mrs. Modafferi, Mr. Kacur, Mr. Patterson

On motion of Mrs. Bratt, seconded by Mr. Kacur, the district-owned cell phone list per Policy 5322 was approved.  
 Yes 7 No 0 Abstaining

District-Owned  
Cell List

The following personnel items were approved:

<b>Motion of Bratt, 2<sup>nd</sup> by Byrne</b>	Mickey Geelan	Bus Aide	\$8.14/hr. Eff. 7/7/10
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Yes 7 No 0 Abstaining

On motion of Mrs. Bratt, seconded by Mr. Kacur, the minutes of the board meeting held on June 21, 2010 were approved. Yes 7 No 0 Abstaining	Minutes
On motion of Mrs. Modafferi, seconded by Mr. Kacur, the CSE/CPSE recommendations were approved. Yes 7 No 0 Abstaining	CSE/CPSE Recomm.
On motion of Mrs. Modafferi, seconded by Mrs. Epprecht, the rec. center equipment lease was approved. Yes 7 No 0 Abstaining	Rec. Ctr. Equip. Lease
On motion of Mrs. Bratt, seconded by Mr. Kacur, the renewal of the school lunch contract with Advanced Institutional Support Services, LLC was approved. Yes 7 No 0 Abstaining	School Lunch Contract
On motion of Mrs. Bratt, seconded by Mr. Byrne, the second reading of Policy 7210.3 – H.S. Academic Eligibility was waived. Yes 7 No 0 Abstaining	Policy 7210.3 H.S. Eligibility
On motion of Mrs. Bratt, seconded by Mr. Ford, Policy 7210.3 – H.S. Academic Eligibility was adopted. Yes 7 No 0 Abstaining	“ “
On motion of Mr. Ford, seconded by Mr. Byrne, the board entered executive session to discuss a personnel issue at 8:34 pm Yes 7 No 0 Abstaining	Executive Session
The board moved from executive session at 9:15 pm	
On motion of Mrs. Bratt, seconded by Mr. Ford, the meeting was adjourned at 9:15 pm. Yes 7 No 0 Abstaining	Adjourn

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Gwendolyn Marriam, District Clerk