

**CATO-MERIDIAN BOARD OF EDUCATION
SPECIAL MEETING MINUTES
July 11, 2005**

PRESENT: Kathleen Bratt, President
Charles Ware, Vice President
Dean Cummins
Heidi Dennison
Roxanne Miller
Patricia Russo
Donald Thompson

ALSO PRESENT: Deborah Bobo, Superintendent
Janice Lee, District Clerk
Vonda Wheeler, Accounts Payable Clerk
Eric Lints, Turner Construction Co.
Chris Gray, Turner Construction Co.
Dan Fay, Teitsch-Kent-Fay Architects
Community Member

WHERE HELD: Cafeteria

The meeting was called to order by President Kathleen Bratt at 7:00 pm.

Pledge to the flag.

On motion of Mr. Ware, seconded by Mrs. Dennison, the agenda was approved reversing school business and personnel. Agenda

Yes 7 No 0 Abstaining

On motion of Mr. Cummins, seconded by Mrs. Russo, Nicole Haake was appointed as a substitute teacher and substitute teacher assistant.

Nicole Haake	\$6.26/hr. teacher assistant	\$55/day sub teacher \$60/day after 15 days
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Yes 7 No 0 Abstaining

In the future, Mr. Ware would like a salary range on the agenda when creating a position. Create Positions

On motion of Mrs. Russo, seconded by Mrs. Miller a full time technology teacher position for the high school was created. Tech Tchr.

Yes 7 No 0 Abstaining

On motion of Mr. Thompson, seconded by Mr. Ware, a full time art teacher position was created. Art Tchr.

Yes 7 No 0 Abstaining

On motion of Mrs. Miller, seconded by Mrs. Russo, a middle school ELA AIS teacher position was created. ELA AIS

Yes 7 No 0 Abstaining

On motion of Mrs. Russo, seconded by Mr. Ware, a special education position was created. Spec. Ed.

Yes 7 No 0 Abstaining

On motion of Mrs. Russo, seconded by Mr. Thompson two early literacy coaching positions (part time .4 each) were created. Literacy Coaches

Yes 7 No 0 Abstaining

On motion of Mrs. Dennison, seconded by Mr. Ware a grade 2 tutor (3 hours/day) position was created. Gr. 2 Tutor

Yes 7 No 0 Abstaining

Mr. Lints, Mr. Gray and Mr. Fay introduced themselves to the board.

Mr. Lints discussed the procedure for paying the contractor bills. Bill Paying

Mrs. Wheeler explained the procedure for paying bills in the business office. She is concerned with timely approval of bills if the board must approve all bills before they are paid.

Mr. Ware stated that he wants to make sure there is sufficient money in budget lines before spending. Hiring an internal auditor was discussed. Mrs. Russo noted that ESM shares a CPA and that we could possibly hire an auditor through BOCES where we could get state aid.

Mr. Fay outlined the scope of replacing the tanks at the bus garage. The replacement fits within the scope of the capital project.

It is felt that Mrs. Bobo should approve bills in the absence of Mr. Lamont.

On motion of Mr. Thompson, seconded by Mr. Ware, Mrs. Bobo was appointed to the position of Deputy Purchasing Agent in the absence of the Assistant Superintendent for Business. Appt. Supt Deputy Pur. Agent

Yes 7 No 0 Abstaining

Mr. Lints read capital project bills and the board reviewed these bills.

On motion of Mr. Cummins, seconded by Mr. Ware, approval to pay the following 5 of the contracts when fully executed:

PO#	Amount
60125	372,705
60126	108,756
60127	41,862
60128	66,463
60124	263,678.50

Yes 7 No 0 Abstaining

On motion of Mr. Ware, seconded by Mrs. Bratt, the following bills were approved for payment:

PO#	Amount
60131	1,776
60130	17,430.68
60132	17,726.30
60133	26,945
60134	185.24
60129	231.50
60079	13,250
60078	10,000
60026	99.00 99.00

Yes 6 No 1 - Miller Abstaining

Mr. Thompson wants written procedures on approving bills.

Mrs. Miller stated that the finance committee will meet the week before a board meeting and go over the bills with Mr. Lamont. Mr. Ware will meet with board members to review the bills. The finance committee will make recommendations to the full board at the next board meeting.

Mrs. Bratt needs a replacement on the finance committee. Mrs. Dennison will serve on the committee.

On motion of Mr. Ware, seconded by Mr. Thompson the finance committee members will be Mr. Ware, Mrs. Miller and Mrs. Dennison.

Yes 7 No 0 Abstaining

There will be a special meeting on Thursday, July 14th to approve change orders.

Mr. Cummins left the meeting at 9:15 pm.

On motion of Mr. Ware, seconded by Mr. Thompson, the meeting was adjourned at 9:50 pm.

Yes 6 No 0 Abstaining