



City School District of Albany
Notice of Public Meeting
Annual Organizational Meeting
Tuesday, January 3, 2012
Albany High School
7:00 P.M.

**A RECEPTION FOR THE NEWLY ELECTED BOARD MEMBERS WILL TAKE PLACE
IN THE NORTHEAST CAFETERIA OF ALBANY HIGH SCHOOL AT 6:45 P.M.
MEMBER OF THE PUBLIC ARE INVITED TO ATTEND**

Board Counsel, Jeff Honeywell, will call the meeting to order.

1. **Pledge of Allegiance**

2. **Selection of Chair Pro-Tem**

3. **Board of Education Election**

WHEREAS, at the General Election held on November 8, 2011, the following three candidates for the office of member of the City School District of Albany Board of Education (“Board”) received the following votes: Ginnie Farrell received 7,061 votes, Sue Adler received 6,224 votes, and Melissa Mackey received 5,360 votes; and,

WHEREAS, the Albany County Board of Elections has certified the above results to the District Clerk of the Board; and,

WHEREAS, as a result of this election, Sue Adler is elected to fulfill the remaining term to December 31, 2013 created by the resignation of a member of the Board and was so sworn in to take office on December 1, 2011; and,

WHEREAS, as a result of this election, Ginnie Farrell will fill a full four year term commencing January 1, 2012 through December 31, 2015.

IT IS HEREBY RESOLVED that the certified results of the General Election as such pertain to vacant seats on the Board are hereby accepted.

4. **Administration of the Oath of Office to Newly Elected Board Members**

(15 Minutes)

5. **Election of Officers for the 2012 Calendar Year**

1. Nomination(s) for President
2. Vote on Nomination
3. Presiding Officer Declares President Elected for 2012
4. Nomination(s) for Vice President
5. Vote on Nomination
6. President Declares Vice President Elected for 2012
7. Nomination(s) for Secretary
8. Vote on Nomination
9. President Declares Secretary for 2012

(15 Minutes)

NEWLY ELECTED BOARD OFFICERS WILL BE SEATED

6. Board Member Statements

(20 Minutes)

7. Appointments/Designations/Authorizations/Bonding

Officers

1. Clerk of the Board – Catherine Cutting
2. District Treasurer – Tishawn Terry-Garcia
3. Tax Collector – Christine DeWitt
4. Extra Classroom Treasurer – Christine DeWitt
5. Internal Claims Auditor – Joseph Ferrandino
6. Internal Auditor - Questar III BOCES

Other Appointments

1. Purchasing Agent – Tina Phan
2. Records Access Officer – William F. Hogan
3. Asbestos Local Education Agency (LEA) Designee – Anthony Catalfamo
4. Independent Auditing Firm – The Bonadio Group
5. Board Counsel – Girvin & Ferlazzo
6. District Physician – Jay Kravitz, M.D.

Designations

1. Official Bank Depository – Key Bank, N.A.
2. Official Newspapers – Times Union & Daily Gazette

Authorizations

The Board of Education approves the following authorizations for the 2012 calendar year:

1. The Board of Education authorizes the Assistant Superintendent for Business Affairs, to certify employee payrolls.
2. The Board of Education authorizes the Assistant Superintendents for Elementary and Assistant Superintendent for Secondary Education, to approve conferences, conventions and workshop attendance.
3. The Board of Education authorizes the Assistant Superintendent for Business Affairs, to approve property tax refunds and tax roll adjustments up to \$2,500 either mandated by court order or directed by the County of Albany Real Property Tax Service. (The Board of Education will be notified of all refunds and adjustments approved during the preceding month pursuant to this authorization at each regular Board meeting.)
4. The Board of Education authorizes the Superintendent of Schools, to approve budget transfers up to \$10,000. (The Board of Education will be given a report of all such transfers pursuant to this authorization at each regular Board meeting. Transfers over \$10,000 will require Board approval.)
5. The Board of Education authorizes the Superintendent of Schools and, as necessary, the President of the Board of Education to execute grant applications.
6. The Board of Education authorizes the Board to approve all overnight, out of state and out of country field trips.
7. The Board of Education authorizes the reimbursement of pre-approved transportation expenses for the 2012 calendar year at the current allowable IRS mileage reimbursement rate through December 31, 2012.

8. The Board of Education authorizes the District Treasurer, Deputy Treasurer, and the Central Treasurer of the Extra Classroom Activity Fund as individuals designated to sign checks.
9. The Board of Education authorizes the use of corporate credit cards by William F. Hogan.
10. The Board of Education authorizes the re-establishment of Petty Cash Accounts.

Bonding

The Board of Education approves a blanket bond in the amount of \$1,000,000 for all District employees.

(10 Minutes)

8. SUPERINTENDENT'S REPORT

(10 Minutes)

9. STUDENT REPRESENTATIVE REPORT

(5 Minutes)

10. OPPORTUNITY FOR PUBLIC COMMENT

The Board will hear comments from the public for up to 30 minutes. Comments will begin with those speakers addressing agenda items first and will be followed by speakers addressing non-agenda items. Additional speakers will have an opportunity to speak at the conclusion of the meeting.

(30 Minutes)

11. INFORMATION

i. Student Achievement

The Board of Education will be provided accomplishment status for District schools.

Presentation - 10 Minutes

Questions & Answers - 20 Minutes

(30 Minutes)

ii. Parental Involvement

Board of Education will begin discussion related to increasing parent involvement in student education.

Presentation - 10 Minutes

Questions & Answers - 20 Minutes

(30 Minutes)

12. ROUTINE CONSENT ITEMS

Proceedings of Meetings

December 1, 2011

Appointments

Miscellaneous
Stipends
Regular Substitutes
Coaches 2011-2012

Transfers

Leaves of Absence

Resignation

Itinerant Substitute Teachers 2011-2012

Corrections

Treasurer's Report

Budget Transfers under \$10,000

Budget Transfers over \$10,000

Budget Appropriation Status Report

Revenue Status Report

Extra Classroom Activity Report

Tax Collector's Report

Real Property Tax Adjustments

Grants Report

Authorization to Enter into Contracts (see attached schedule)

Attendance at Conferences

Field Trips

Board Meeting Schedule 2012

Board Committee Listing 2012

School Liaison Listing 2012

Resolution to Approve Human Resource Agreements

Austin/SED File 17,695/Human Rights Claim No.10143593

Resolution to Approve School Improvement Grant (SIG)

Memorandum of Agreement (MOU)

Committee on Special Education

Recommendations of the Committee on Special Education finalized at meetings on **November 1, 3, 4, 7, 8, 9, 10, 14, 15, 16, 17, 18, 21, 22, 28, 29, and 30, 2011** are available for review by board members. In compliance with the Commissioner's Regulations, the superintendent, on behalf of the board, will notify affected parents of the board's concurrence with the recommendations of its appointed Committee on Special Education.

Subcommittee on Special Education

Recommendations of the Subcommittee on Special Education finalized at meetings on **November 1, 2, 3, 4, 7, 9, 10, 14, 15, 16, 17, 18, 21, 22, 23, 28, 29, and 30, 2011** are available for review by board members. In compliance with the Commissioner's Regulations, the superintendent, on behalf of the board, will notify affected parents of the board's concurrence with the recommendations of its appointed Subcommittee on Special Education.

Committee on Pre-School Special Education

Recommendations of the Committee on Pre-School Special Education finalized at meetings on **November 1, 9, 15, 21 and 29, 2011** are available for review by board members. In compliance with the Commissioner's Regulations, the superintendent, on behalf of the board, will notify affected parents of the board's concurrence with the recommendations of its appointed Committee on Pre-School Special Education.

(10 Minutes)

**13. DISCUSSION
Policies**

The Board of Education will review the following policies:

- Annual Professional Performance Review Plan
- 4351 Field Trips and Excursions
- 4351R Field Trips and Excursions Regulations
- 4526 Computer Network for Education
- 4526R Computer Network for Education Regulations
- 4526.1 Internet Safety Policy

(15 Minutes)

14. BOARD COMMITTEE REPORTS

(10 Minutes)

15. BOARD MEMBER ITEMS

(10 Minutes)

Meeting is scheduled to adjourn at 10:30 p.m.

Upcoming Board Meetings

January 19, 2011
New Scotland Elementary School
7:00 p.m.

February 7, 2012
Albany High School
7:00 p.m.