

HCSD Board Members:

Rose Apgar, Mark Brinthaupt, Michael Buck, Ph.D.,
Warren Conklin, James Jacobus, Doug Johnson, Brian Lynch,
Ruth Miller, Pamela Stollo and Student Rep. Abigail Clark and
Co-Alternates Samantha Owen and Arianna Scaptura

Central Administrative Team:

Ralph Marino, Jr., Ed.D., Superintendent
Judy Christiansen, Human Resources, Dir.
Kim Williams, Student Servs. Director
Virginia Abrunzo, Elem. Ed. Director
Jay Hillman, Secondary Ed. Director
Jane Bradley, School Business Executive

**HORSEHEADS CENTRAL SCHOOL DISTRICT
ANNUAL BOARD OF EDUCATION ORGANIZATIONAL MEETING
JULY 12, 2012, AT 6 P.M.
MULTI-MEDIA CENTER**

AGENDA

PLEDGE OF ALLEGIANCE

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| 1. OPENING OF MEETING | JUDY CHRISTIANSEN |
| 2. OATHS OF OFFICE--
(All newly elected Board Members, District
Clerk, Student Rep. to BOE, and Superintendent) | JUDY CHRISTIANSEN |
| 3. ELECTION OF BOARD PRESIDENT | PRESIDING OFFICER--
MARK BRINTHAUPT
(SENIOR BOARD
MEMBER) |
| 3.1 NOMINATION(S) FOR BOE PRESIDENT | BOARD ACTION |
| 3.2 CLOSE NOMINATION(S) FOR BOE
 PRESIDENT | BOARD ACTION |
| 3.3 ELECTION OF BOARD PRESIDENT | BOARD ACTION |
| 3.4 OATH OF OFFICE | CANDY MAINE |
| 4. ELECTION OF BOARD VICE PRESIDENT | PRESIDING OFFICER:
NEWLY ELECTED BOARD
PRESIDENT |
| 4.1 NOMINATION(S) FOR BOE V-PRES. | BOARD ACTION |
| 4.2 CLOSE NOMINATION(S) FOR BOE
 VICE-PRESIDENT | BOARD ACTION |
| 4.3 ELECTION OF BOE VICE-PRESIDENT | BOARD ACTION |
| 4.4 OATH OF OFFICE | CANDY MAINE |

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| 5. APPOINTMENTS & OATHS OF OFFICE | BOARD PRESIDENT |
| 5.1. CLERK OF THE BOARD—CANDY MAINE | BOARD ACTION |
| 5.2 DEPUTY BOE CLERK—JUDY CHRISTIANSEN | BOARD ACTION |
| 5.2.1 OATH OF OFFICE | |
| 5.3 TREASURER—LINDA KLIEVONEIT | BOARD ACTION |
| 5.3.1 OATH OF OFFICE | |
| 5.4 DEPUTY TREASURER—MARTHA CLARK | BOARD ACTION |
| 5.5 TAX COLLECTOR—HILARIE DYER | BOARD ACTION |
| 5.5.1 OATH OF OFFICE | |
| 5.6 CLAIMS AUDITOR—LESA BUSSMANN | BOARD ACTION |
| GST BOCES CBO AS THE ALTERNATE | |
| 5.7 CHIEF FACULTY COUNSELORS—KAREN DONAHUE,
RON HOLLOWAY, AND THOMAS MORRELL | BOARD ACTION |
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| 6. APPOINTMENTS | BOARD PRESIDENT |
| 6.1 DIRECTOR OF SCHOOL HEALTH SERVICES—
DR. RODRIGO T. SAMODAL, JR., OF GUTHRIE
CLINIC, LTD. | BOARD ACTION |
| 6.2 RECORDS RETENTION AND DISPOSITION
OFFICER--JUDY CHRISTIANSEN | BOARD ACTION |
| 6.3 TITLE IX COORDINATOR—JUDY CHRISTIANSEN | BOARD ACTION |
| 6.4 SECTION 504 COORDINATOR—KIM WILLIAMS | BOARD ACTION |
| 6.5 LEGAL COUNSEL--SAYLES, EVANS, ETAL.
AND HOGAN, SARZYNSKI, ETAL. (Retainer) | BOARD ACTION |
| 6.6 BOND COUNSEL—HISCOCK & BARCLAY | BOARD ACTION |
| 6.7 CENSUS ENUMERATOR—KIM WILLIAMS | BOARD ACTION |
| 6.8 BOARD OF REGISTRATION—CHEMUNG
COUNTY BOARD OF ELECTIONS (HILARIE
DYER AND CANDY MAINE. ALTERNATE) | BOARD ACTION |
| 6.9 INTERNAL AUDITOR—JESSICA HILL, TST BOCES
(ALTERNATE JULIE KEPHART) | BOARD ACTION |
| 6.10 EXTERNAL AUDITORS—BONADIO GROUP | BOARD ACTION |
| 6.11 EXTRACURRICULAR FUND TREASURERS | BOARD ACTION |
| 6.11.1 HIGH SCHOOL—DANIELLE COLLIER | |
| 6.11.2 MIDDLE SCHOOL—NANCY SIMONS | |
| 6.11.3 ATHLETICS—TIM SEIFFERT | |
| 6.12 CASH ACCOUNT AUTHORIZED SIGNATURES—
JANE BRADLEY, LINDA KLIEVONEIT, AND
AND MARTHA CLARK | BOARD ACTION |
| 6.13 PURCHASING AGENT—MARK PRUTSMAN
AND GST BOCES CBO AS THE ALTERNATE | BOARD ACTION |
| 6.14 DISTRICT HEARING OFFICER—JUDY
CHRISTIANSEN AND ALTERNATES VIRGINIA
ABRUNZO AND JAY HILLMAN | BOARD ACTION |
| 6.15 DISTRICT'S HOMELESS LIAISON—
KIM WILLIAMS | BOARD ACTION |
| 6.16 BOARD DELEGATE FOR RESIDENCY
DETERMINATION—JUDY CHRISTIANSEN | BOARD ACTION |

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| 6.17 FINANCIAL CONSULTATION SERVICES—
FISCAL ADVISORS & MARKETING, INC. | BOARD ACTION |
| 6.18 DESIGNATED ASBESTOS REPRESENTATIVE
(Michael Coghlan) | BOARD ACTION |
| 6.19 DIGNITY ACT COORDINATOR
(Judy Christiansen) | BOARD ACTION |
| 7. DESIGNATIONS: | BOARD PRESIDENT |
| 7.1 OFFICIAL NEWSPAPERS—STAR-GAZETTE
AND THE LEADER | BOARD ACTION |
| 7.2 OFFICIAL DEPOSITORIES FOR DISTRICT FUNDS—
CHEMUNG CANAL TRUST CO. AND JP MORGAN
CHASE BANK | BOARD ACTION |
| 7.3 CALENDARS: | BOARD ACTION |
| 7.3.1 PURCHASING CALENDAR 2012-13 | |
| 7.3.2 CALENDAR FOR 2013-14 BUDGET DEVELOPMENT | |
| 7.3.3 CALENDAR FOR 2013-14 BUDGET VOTE | |
| 7.4 ADOPTION OF ROTATIONAL LIST OF IMPARTIAL
HEARING OFFICERS AS PROVIDED BY SED | BOARD ACTION |
| 7.5 APPROVAL OF PETTY CASH ACCOUNTS | BOARD ACTION |
| 8. SCHOOL DISTRICT MEMBERSHIPS: | BOARD ACTION |
| 8.1 NEW YORK STATE SCHOOL BOARDS ASSOC. | |
| 8.2 CHEMUNG COUNTY CHAMBER OF COMMERCE | |
| 8.3 STATEWIDE SCHOOL FINANCE CONSORTIUM | |
| 8.4 RURAL SCHOOLS ASSOCIATION | |
| 9. BONDING OF PERSONNEL: | BOARD PRESIDENT |
| 9.1 SCHOOL TAX COLLECTOR (\$1 MILLION) | BOARD ACTION |
| 9.2 DISTRICT TREASURER (\$1 MILLION) | BOARD ACTION |
| 9.3 EXTRA-CURRICULAR CENTRAL TREASURERS
(\$1 MILLION) | BOARD ACTION |
| 9.4 SCHOOL BUSINESS EXECUTIVE AND
SUPERINTENDENT OF SCHOOLS (\$1 MILLION EACH) | BOARD ACTION |
| 10. AUTHORIZATION: | BOARD PRESIDENT |
| 10.1 OF PERSON TO CERTIFY PAYROLLS—
JANE BRADLEY | BOARD ACTION |
| 10.2 OF SCHOOL PURCHASING AGENT—MARK
PRUTSMAN (GST BOCES CBO AS THE ALTERNATE) | BOARD ACTION |
| 10.3 OF ATTENDANCE AT CONFERENCES—BOARD OF
EDUCATION (for Supt.) AND JANE BRADLEY | BOARD ACTION |
| 10.4 TO ESTABLISH PETTY CASH FUNDS--JANE
BRADLEY AND LINDA KLIEVONEIT | BOARD ACTION |
| 10.5 TO DESIGNATE AUTHORIZED SIGNATURES ON
CHECKS—LINDA KLIEVONEIT (ALTERNATE
MARTHA CLARK) | BOARD ACTION |

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| 10.6 OF JANE BRADLEY TO APPROVE
BUDGET TRANSFERS (\$10,000 OR LESS) | BOARD ACTION |
| 10.7 OF POSITIONS ENTITLED TO USE DISTRICT-
OWNED CELL PHONES AND CREDIT CARDS | BOARD ACTION |
| 11. DECLARATION OF ANY BOARD MEMBER
CONFLICTS OF INTEREST | BOARD MEMBERS |
| 12. DISTRIBUTION AND SIGNATURE OF SCHOOL BOARD
MEMBER CODE OF CONDUCT | BOARD PRESIDENT |
| 13. RESOLUTION DELEGATING POWER TO THE
PRESIDENT OF THE BOARD OF EDUCATION TO
AUTHORIZE THE ISSUANCE OF AND TO SELL
REVENUE ANTICIPATION NOTES OF THE HHCS D | BOARD ACTION |
| 14. RESOLUTION APPOINTING ALTERNATE OFFICIALS
TO EXECUTE OBLIGATIONS OF, AND TO
ATTEST TO, THE SEAL OF THE HHCS D | BOARD ACTION |
| 15. SUPERINTENDENT'S MEMBERSHIP IN NOT-FOR-
PROFIT AGENCIES | BOARD ACTION |
| 16. ANNUAL REVIEW OF BOARD POLICIES: STUDENT
CONDUCT, STUDENT DISCIPLINE, PURCHASING,
INVESTMENTS, AND BOARD MEMBER CONFLICT
OF INTEREST | BOARD ACTION |
| 17. REAFFIRM APPROVAL OF BOARD POLICIES | BOARD ACTION |
| 18. ADJOURN TO REGULAR BUSINESS MEETING OF
THE BOARD. | |

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