

**ROUGH DRAFT                      Horseheads Central School District  
Board of Education Meeting  
Annual Organizational Meeting  
Multi-Media Center  
July 12, 2012**

**Present:**        Apgar, Brinthaup, Buck, Conklin, Jacobus, Johnson, Lynch, Miller, Stollo

**Absent:**         Clark

**Guests:**        Abrunzo, Bostwick, Bradley, Christiansen, Hillman, Marino, Morrell, Sechrist, Williams

**Call to Order:**    Director of Human Resources Judy Christiansen called the meeting to order at 6:00 P.M.

**Oaths of Office(Judy Christiansen)**

Director of Human Resources Judy Christiansen offered the Oaths of Office and read the School Board Member Code of Conduct to new Board Members, Doug Johnson, Rose Apgar and Incumbent Board Member Mark Brinthaup. Mrs. Christiansen offered Superintendent Dr. Ralph Marino and District Clerk Candy Maine the Oath of Office.

**Election of Board President(Mark Brinthaup, Senior Board Member)**

**Nominations for Board of Education President**

Moved by Stollo, seconded by Miller.

RESOLVED, that the nomination for the position for Board of Education President is as follows: Brian Lynch.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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- Apgar
- Brinthaup
- Buck
- Conklin
- Jacobus
- Johnson
- Lynch
- Miller
- Stollo

MOTION CARRIED

As the Senior Board Member, Mark Brinthaup opened the floor for nominations for the position of President. Board Member Brian Lynch was the only nomination.

**Close Nominations for Board Of Education President**

Moved by Apgar, seconded by Stollo.

RESOLVED, that the nomination for the position for Board of Education President closes at 6:02 PM.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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- Apgar
- Brinthaup
- Buck
- Conklin
- Jacobus

Johnson  
Lynch  
Miller  
Strollo  
MOTION CARRIED

**Election of Board President**

Moved by Apgar, seconded by Strollo.  
RESOLVED, that Brian Lynch be elected to the position of President of the Board of Education of the Horseheads Central School District for the 2012-2013 school year.

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstained \_\_\_\_\_ Absent \_\_\_\_\_

Apgar  
Brinthaup  
Buck  
Conklin  
Jacobus  
Johnson  
Lynch  
Miller  
Strollo  
MOTION CARRIED

The Clerk cast one ballot and all were in favor of Brian Lynch becoming Board President for the 2012-2013 school year.

**Election of Board Vice-President**

**Nominations for Board of Education Vice-President**

Moved by Brinthaup, seconded by Apgar.  
RESOLVED, that the nomination for the position of Vice-President of the Board of Education of the Horseheads Central School District is as follows: Pam Strollo.

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstained \_\_\_\_\_ Absent \_\_\_\_\_

Apgar  
Brinthaup  
Buck  
Conklin  
Jacobus  
Johnson  
Lynch  
Miller  
Strollo  
MOTION CARRIED

As the Senior Board Member, Mark Brinthaup opened the floor for nominations for the position of Vice-President. Board Member Pam Strollo was the only nomination.

**Close Nominations for Board of Education Vice-President**

Moved by Brinthaup, seconded by Miller.  
RESOLVED, that nominations for the position for Board of Education Vice-President close at 6:03 PM.

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstained \_\_\_\_\_ Absent \_\_\_\_\_

Apgar  
Brinthaup

Buck  
 Conklin  
 Jacobus  
 Lively  
 Lynch  
 Miller  
 Stollo  
 MOTION CARRIED

**Election of Board Vice-President**

Moved by Brinthaup, seconded by Miller.  
 RESOLVED, that Pam Stollo be elected to the position of Vice-President of the Horseheads Central School District Board of Education for the 2012-2013 school year.

Ayes	Noes	Abstained	Absent
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Apgar  
 Brinthaup  
 Buck  
 Conklin  
 Jacobus  
 Johnson  
 Lynch  
 Miller  
 Stollo

MOTION CARRIED

The Clerk cast one ballot and all were in favor of Pam Stollo becoming Board Vice-President for the 2012-2013 school year.

**Appointments**

**Appointments and Oaths of Office**

**Appointment and Oath of Office for the Clerk of the Board of Education**

Moved by Miller, seconded by Brinthaup.  
 RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, Board of Education Clerk - Candy Maine.

Ayes	Noes	Abstained	Absent
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Apgar  
 Brinthaup  
 Buck  
 Conklin  
 Jacobus  
 Johnson  
 Lynch  
 Miller  
 Stollo

MOTION CARRIED

**Appointment and Oath of Office for the Deputy Clerk of the Board of Education**

Moved by Stollo, seconded by Brinthaup.  
 RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, Deputy Clerk of the Board of Education – Judith Christiansen.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Apgar			
Brinthead			
Buck			
Conklin			
Jacobus			
Johnson			
Lynch			
Miller			
Strollo			
MOTION CARRIED			

**Appointment and Oath of Office for the Treasurer**

Moved by Jacobus, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, Treasurer - Linda Klievoneit

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Apgar			
Brinthead			
Buck			
Conklin			
Jacobus			
Johnson			
Lynch			
Miller			
Strollo			
MOTION CARRIED			

**Appointment and Oath of Office for the Deputy Treasurer**

Moved by Brinthead, seconded by Jacobus.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, Deputy Treasurer – Martha Clark.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Apgar			
Brinthead			
Buck			
Conklin			
Jacobus			
Johnson			
Lynch			
Miller			
Strollo			
MOTION CARRIED			

**Appointment and Oath of Office for the Tax Collector**

Moved by Apgar, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, Tax Collector – Hilarie Dyer.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Apgar			
Brinthead			

Buck  
Conklin  
Jacobus  
Johnson  
Lynch  
Miller  
Strollo  
MOTION CARRIED

**Appointment and Oath of Office for the Claims Auditor**

Moved by Miller, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, Claims Auditor – Lesa Bussmann and GST BOCES CBO as the Alternate.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar			
Brinthaup			
Buck			
Conklin			
Jacobus			
Johnson			
Lynch			
Miller			
Strollo			

MOTION CARRIED

**Appointment and Oath of Office for the Chief Faculty Counselors**

Moved by Miller, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointments, Chief Faculty Counselors – Karen Donahue, Ron Holloway and Thomas Morrell.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar			
Brinthaup			
Buck			
Conklin			
Jacobus			
Johnson			
Lynch			
Miller			
Strollo			

MOTION CARRIED

**Appointments**

**Director of School Health Services**

Moved by Brinthaup, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, Director of School Health Services – Dr. Rordrido T. Samodal, Jr., of Guthrie Clinic, LTD.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Apgar			
Brinthaup			
Buck			
Conklin			
Jacobus			
Johnson			
Lynch			
Miller			
Stollo			
MOTION CARRIED			

### **Records Retention and Disposition Officer**

Moved by Brinthaup, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, Records Retention and Disposition Officer – Judith Christiansen.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Apgar			
Brinthaup			
Buck			
Conklin			
Jacobus			
Johnson			
Lynch			
Miller			
Stollo			
MOTION CARRIED			

### **Title IX Coordinator**

Moved by Stollo, seconded by Miller.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, Title IX Coordinator – Judith Christiansen.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Apgar			
Brinthaup			
Buck			
Conklin			
Jacobus			
Johnson			
Lynch			
Miller			
Stollo			
MOTION CARRIED			

### **Section 504 Coordinator**

Moved by Apgar, seconded by Stollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, Section 504 Coordinator – Kim Williams.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Apgar			
Brinthaup			

Buck  
 Conklin  
 Jacobus  
 Johnson  
 Lynch  
 Miller  
 Strollo  
 MOTION CARRIED

**Legal Counsel**

Moved by Brinthaup, seconded by Miller.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, Legal Counsel – Sayles, Evans, ETAL. and Hogan, Sarzynski, ETAL.(Retainer).

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar			
Brinthaup			
Buck			
Conklin			
Jacobus			
Johnson			
Lynch			
Miller			
Strollo			

MOTION CARRIED

**Bond Counsel**

Moved by Jacobus, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, Bond Counsel – Hiscock and Barclay.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar			
Brinthaup			
Buck			
Conklin			
Jacobus			
Johnson			
Lynch			
Miller			
Strollo			

MOTION CARRIED

**Census Enumerator**

Moved by Miller, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, Census Enumerator – Kim Williams.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar			
Brinthaup			
Buck			
Conklin			

Jacobus  
 Johnson  
 Lynch  
 Miller  
 Stollo  
 MOTION CARRIED

**Board of Registration**

Moved by Stollo, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, Board of Registration – Chemung County Board of Elections(Hilarie Dyer and Candy Maine, Alternate).

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar			
Brinhaupt			
Buck			
Conklin			
Jacobus			
Johnson			
Lynch			
Miller			
Stollo			

MOTION CARRIED

**Internal Auditor**

Moved by Brinhaupt, seconded by Stollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, Internal Auditor – Jessica Hill, GST BOCES(Alternate Julie Kephart).

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar			
Brinhaupt			
Buck			
Conklin			
Jacobus			
Johnson			
Lynch			
Miller			
Stollo			

MOTION CARRIED

**External Auditors**

Moved by Jacobus, seconded by Miller.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, External Auditors – Bonadio Group.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar			
Brinhaupt			
Buck			
Conklin			
Jacobus			
Johnson			



Lynch  
 Miller  
 Strollo  
 MOTION CARRIED

**Extracurricular Fund Treasurers**

Moved by Apgar, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointments, Extracurricular Fund Treasurers – High School – Danielle Collier, Middle School – Nancy Simons and Athletics – Tim Seiffert.

Ayes	Noes	Abstained	Absent
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Apgar  
 Brinthaup  
 Buck  
 Conklin  
 Jacobus  
 Johnson  
 Lynch  
 Miller  
 Strollo  
 MOTION CARRIED

**Cash Account Authorized Signatures**

Moved by Jacobus, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, Cash Account Authorized Signatures – Ralph Marino, Jr., Linda Klievoneit and Martha Clark.

Ayes	Noes	Abstained	Absent
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Apgar  
 Brinthaup  
 Buck  
 Conklin  
 Jacobus  
 Johnson  
 Lynch  
 Miller  
 Strollo  
 MOTION CARRIED

**Purchasing Agent**

Moved by Miller, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, Purchasing Agent – Mark Prutsman and GST BOCES CBO as the Alternate.

Ayes	Noes	Abstained	Absent
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Apgar  
 Brinthaup  
 Buck  
 Conklin  
 Jacobus  
 Johnson

Lynch  
Miller  
Strollo  
MOTION CARRIED

**District Hearing Officer**

Moved by Jacobus, seconded by Miller.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, District Hearing Officer – Judy Christiansen (and Virginia Abrunzo and Jay Hillman as the Alternates)

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar  
Brinthead  
Buck  
Conklin  
Jacobus  
Johnson  
Lynch  
Miller  
Strollo

MOTION CARRIED

**District's Homeless Liaison**

Moved by Apgar, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment – District's Homeless Liaison – Kim Williams.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar  
Brinthead  
Buck  
Conklin  
Jacobus  
Johnson  
Lynch  
Miller  
Strollo

MOTION CARRIED

**Board Delegate for Residency Determination**

Moved by Miller, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, Board Delegate for Residency Determination – Judy Christiansen.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar  
Brinthead  
Buck  
Conklin  
Jacobus  
Johnson

Lynch  
 Miller  
 Strollo  
 MOTION CARRIED

**Financial Consultation Services**

Moved by Jacobus, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, Financial Consultation Services – Fiscal Advisors and Marketing, Inc.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar			
Brinthaup			
Buck			
Conklin			
Jacobus			
Johnson			
Lynch			
Miller			
Strollo			

MOTION CARRIED

**Designated Asbestos Representative**

Moved by Strollo, seconded by Miller.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, Designated Asbestos Representative – Michael Coghlan.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar			
Brinthaup			
Buck			
Conklin			
Jacobus			
Johnson			
Lynch			
Miller			
Strollo			

MOTION CARRIED

**Dignity Act Coordinator**

Moved by Apgar, seconded by Miller.

RESOLVED, that the Horseheads Central School District Board of Education approves the following appointment, Dignity Act Coordinator – Judy Christiansen.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar			
Brinthaup			
Buck			
Conklin			
Jacobus			
Johnson			
Lynch			
Miller			
Strollo			

MOTION CARRIED

**Designations Official Newspapers**

Moved by Jacobus, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the following designations: Official Newspapers—Star-Gazette and The Leader

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar

Brinthead

Buck

Conklin

Jacobus

Johnson

Lynch

Miller

Stollo

MOTION CARRIED

Board Member Warren Conklin inquired as to what does “official newspapers” mean?

Superintendent Dr. Ralph Marino stated that these are the “official newspapers” the District uses to publish all of its legal notices and certain items or regulations that the State Education Department designate that we publish.

**Official Depositories for District Funds**

Moved by Brinthead, seconded by Stollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the following designations: Official Depositories for District Funds – Chemung Canal Trust Company and JP Morgan Chase Bank

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar

Brinthead

Buck

Conklin

Jacobus

Johnson

Lynch

Miller

Stollo

MOTION CARRIED

**Calendars: Purchasing Calendar for 2012-2013, Calendar for 2013-2014 Budget Development and Calendar for 2013-2014 Budget Vote**

Moved by Brinthead, seconded by Miller.

RESOLVED, that the Horseheads Central School District Board of Education approves the following designations: Calendars: Purchasing Calendar for 2012-2013, Calendar for 2013-2014 Budget Development and Calendar for 2013-2014 Budget Vote.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar

Brinthead

Buck

Conklin

Jacobus

Johnson

Lynch

Miller  
Strollo

**MOTION CARRIED**

Superintendent Dr. Ralph Marino stated that earlier this evening he provided the Board with copies of revised documents for agenda items 7.2 and 7.3 which indicate due to the budget vote being late next year it had to be moved to the second week in May.

**Adoption of Rotational List of Impartial Hearing Officers as Provided by SED**

Moved by Strollo, seconded by Miller.

RESOLVED, that the Horseheads Central School District Board of Education approves the following designations: Adoption of Rotational List of Impartial Hearing Officers as Provided by SED.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar  
Brinthaup  
Buck  
Conklin  
Jacobus  
Johnson  
Lynch  
Miller  
Strollo

**MOTION CARRIED**

**Approval of Petty Cash Accounts**

Moved by Miller, seconded by Strollo.

BE IT RESOLVED by the Board of Education of the Horseheads Central School District, that the following departments/personnel be authorized to manage District Petty Cash Accounts in order to facilitate minor purchases and payments and to make change when needed, the Board of Education authorizes petty cash accounts as follows:

Petty Cash Fund

Business Office	\$100	Linda Klievoneit
High School Office	\$100	Karen Donahue
Middle School Office	\$100	Ron Holloway
Intermediate School Office	\$100	Michael Bostwick
Food Service Manager's Office	\$75	Freda Patterson
Educational Support Center	\$100	TBA
Transportation Department Office	\$100	Ella Preston
Big Flats Elementary School	\$100	Elizabeth Scaptura
Center Street Elementary School	\$100	Patricia Sotero
Gardner Road Elementary School	\$100	Patrick Patterson
Ridge Road Elementary School	\$100	Anne Marie Bailey

School Lunch Cash Register Start-Up Fund

High School Cafeteria	\$100	Yvonne Palmer
High School Breakfast	\$40	Yvonne Palmer
Middle/Intermediate School Cafeterias	\$80	Shelia Hoyt
Big Flats Cafeteria	\$15	Karen Buchanan
Center Street Cafeteria	\$15	Diane German
Gardner Road Cafeteria	\$15	Mary Anne Drake
Ridge Road Cafeteria	\$15	Lois Bird

Cont'd

Philo Road Cafeteria	\$50	Cindy Smith	
<u>Athletics Receipts Start-Up Fund</u>			
Athletics Receipts Manager	\$900	TBA	
<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Apgar			
Brinhaupt			
Buck			
Conklin			
Jacobus			
Johnson			
Lynch			
Miller			
Strollo			
MOTION CARRIED			

### School District Memberships

#### **New York State School Boards Association**

Moved by Apgar, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the Superintendent's Membership to the New York State School Boards Association.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Apgar			
Brinhaupt			
Buck			
Conklin			
Jacobus			
Lively			
Lynch			
Miller			
Strollo			
MOTION CARRIED			

#### **Chemung County Chamber of Commerce**

Moved by Apgar, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the Superintendent's Membership to the Chemung County Chamber of Commerce.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
Apgar			
Brinhaupt			
Buck			
Conklin			
Jacobus			
Lively			
Lynch			
Miller			
Strollo			
MOTION CARRIED			

**Statewide School Finance Consortium**

Moved by Apgar, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the Superintendent's Membership to the Statewide School Finance Consortium.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar  
 Brinthaup  
 Buck  
 Conklin  
 Jacobus  
 Lively  
 Lynch  
 Miller  
 Strollo  
 MOTION CARRIED

**Rural Schools Association**

Moved by Strollo, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the Superintendent's Membership to the Rural Schools Association.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar  
 Brinthaup  
 Buck  
 Conklin  
 Jacobus  
 Lively  
 Lynch  
 Miller  
 Strollo  
 MOTION CARRIED

**Bonding of Personnel****School Tax Collector(\$1 Million)**

Moved by Jacobus, seconded by Brinthaup.

RESOLVED, that the Horseheads Central School District Board of Education approves the following Bonding of Personnel – School Tax Collector for \$1million.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar  
 Brinthaup  
 Buck  
 Conklin  
 Jacobus  
 Johnson  
 Lynch  
 Miller  
 Strollo  
 MOTION CARRIED

**District Treasurer(\$1 Million)**

Moved by Brinthaup, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the following Bonding of Personnel – District Treasurer for \$1million.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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- Apgar
- Brinthaup
- Buck
- Conklin
- Jacobus
- Johnson
- Lynch
- Miller
- Strollo

MOTION CARRIED

**Extra-Curricular Central Treasurers(\$1 Million)**

Moved by Jacobus, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the following Bonding of Personnel Extra-Curricular Central Treasurers for \$1million.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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- Apgar
- Brinthaup
- Buck
- Conklin
- Jacobus
- Johnson
- Lynch
- Miller
- Strollo

MOTION CARRIED

Board Member Mark Brinthaup inquired if this coverage is for \$1million for all three or is it \$1million each? Superintendent Dr. Ralph Marino stated it is \$1million each.

**School Business Executive and Superintendent of Schools(\$1 Million Each)**

Moved by Jacobus, seconded by Miller.

RESOLVED, that the Horseheads Central School District Board of Education approves the following Bonding of Personnel - School Business Executive and Superintendent of Schools for \$1million.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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- Apgar
- Brinthaup
- Buck
- Conklin
- Jacobus
- Johnson
- Lynch
- Miller
- Strollo

MOTION CARRIED



**Authorization****Of Person to Certify Payrolls—Jane Bradley**

Moved by Apgar, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the following authorization: Person to Certify Payrolls – Jane Bradley.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar			
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Brinhaupt			
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Buck			
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Conklin			
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Jacobus			
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Johnson			
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Lynch			
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Miller			
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Strollo			
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MOTION CARRIED

**Authorization of School Purchasing Agent—Mark Prutsman(GST BOCES CBO as the Alternate)**

Moved by Brinhaupt, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the following authorization: School Purchasing Agent – Mark Prutsman(GST BOCES CBO as the Alternate)

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar			
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Brinhaupt			
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Buck			
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Conklin			
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Jacobus			
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Johnson			
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Lynch			
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Miller			
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Strollo			
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MOTION CARRIED

**Authorization of School Attendance at Conferences**

Moved by Strollo, seconded by Miller.

RESOLVED, that the Horseheads Central School District Board of Education approves the following authorization: School Attendance at Conferences—Board of Education for the Superintendent and Jane Bradley

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar			
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Brinhaupt			
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Buck			
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Conklin			
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Jacobus			
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Johnson			
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Lynch			
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Miller			
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Strollo			
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MOTION CARRIED

**Authorization to Establish Petty Cash Funds**

Moved by Jacobus, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the following authorization: to establish Petty Cash Funds – Jane Bradley and Linda Klievoneit.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar  
Brinthead  
Buck  
Conklin  
Jacobus  
Johnson  
Lynch  
Miller  
Strollo  
MOTION CARRIED

**Authorization to Designate Authorized Signatures on Checks**

Moved by Miller, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the following authorization: to Designate Authorized Signatures on Checks – Linda Klievoneit(Martha Clark).

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar  
Brinthead  
Buck  
Conklin  
Jacobus  
Johnson  
Lynch  
Miller  
Strollo  
MOTION CARRIED

**Authorization of Jane Bradley to Approve Budget Transfers(\$10,000 or Less)**

Moved by Jacobus, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the following authorization: to designate the Authorization of Ralph Marino to approve budget transfers of \$10,000 or less.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar  
Brinthead  
Buck  
Conklin  
Jacobus  
Johnson  
Lynch  
Miller  
Strollo  
MOTION CARRIED

**Authorization of Positions Entitled to use District-Owned Cell Phones and Credit Cards**

Moved by Brinthead, seconded by Strollo.

BE IT RESOLVED by the Board of Education of the Horseheads Central School District approves the following employees be authorized to use district credit cards in order to meet their job responsibilities:

Ralph Marino, Jr.	Superintendent
Cathy Knowles	Two(2) Cards for Board of Education Use
Judith Christiansen	Director of Human Resources
Kimberly Williams	Director of Student Services
Virginia Abrunzo	Director of Elementary Education
Jay Hillman	Director of Secondary Education
Business Office	Three(3) Cards for District Use

BE IT RESOLVED by the Board of Education of the Horseheads Central School District approves the following employees be authorized district-owned cell phones in order to meet their job responsibilities:

Ella Preston	Transportation Director
Facilities Staff	Assigned by Facilities Director

Ayes	Noes	Abstained	Absent
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Apgar  
 Brinthead  
 Buck  
 Conklin  
 Jacobus  
 Johnson  
 Lynch  
 Miller  
 Strollo  
 MOTION CARRIED

**Declaration of Any Board Member – Conflicts of Interest**

Board President Brian Lynch asked the Board Members if there were any conflicts of interest. Board Member Doug Johnson stated that as a full-time BOCES employee there may be certain action items he will abstain from voting on and also will not be part of any Board Discussion pertaining to those items.

**Distribution and Signature of School Board Member Code of Conduct**

Board President Brian Lynch distributed a copy of the School Board Member Code of Conduct for the Board members to read, sign and return to Superintendent Dr. Ralph Marino before the end of the meeting.

**Resolution Delegating Power to the President of the Board of Education to Authorize the Issuance of and to Sell Revenue Anticipation Notes to the Horseheads Central School District**

Moved by Miller, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the resolution delegating power to the President of the Board of Education to authorize the issuance of and to sell revenue anticipation notes of the Horseheads Central School District, Chemung and Schuyler Counties, New York, in anticipation of the collection of revenues to be received as state aid in the current fiscal year or in the next succeeding year by said school district from the State of New York.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar  
Brinthaup  
Buck  
Conklin  
Jacobus  
Johnson  
Lynch  
Miller  
Strollo

MOTION CARRIED

Board President Brian Lynch stated this is a standard resolution that occurs at the Annual Organizational Meeting. This will need to be signed by the Board Members and submitted to Superintendent Dr. Ralph Marino.

**Resolution Appointing Alternate Officials to Execute Obligations of, and to attest to, the Seal of the Horseheads Central School District**

Moved by Miller, seconded by Apgar.

RESOLVED, that the Horseheads Central School District Board of Education approves the resolution appointing alternate officers to sign bonds or notes for adoption at 2012-2013 Annual Meeting.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar  
Brinthaup  
Buck  
Conklin  
Jacobus  
Johnson  
Lynch  
Miller  
Strollo

MOTION CARRIED

Board President Brian Lynch stated this is a standard resolution that occurs at the Annual Organizational Meeting. This will need to be signed by the Board Members and submitted to Superintendent Dr. Ralph Marino.

**Superintendent's Membership in Not-For-Profit Agencies**

Moved by Miller, seconded by Strollo.

RESOLVED, that because the School District may from time to time enter into contracts with not-for-profit agencies, the Superintendent hereby discloses, and wishes to include such disclosure in the official minutes of the Board meeting, that he serves on the following not-for-profit agencies in the capacity noted:

Greater Southern Tier BOCES Committees:

CTE and Alt Ed. – 12/06 to Present

Lease Agreements – 12/06 – Present

P-16 Representative-10/07 to Present

Four-Year Technical High School – 7/08 to Present

NYS Council of School Superintendents Executive Committee – 9/11 to Present

AASA Governing Board – 7/12 to Present

Chemung County Community Services Board – 12/06 to Present

(Plus Substance Abuse Subcommittee)

- Chemung County Leadership Group – 12/06 to Present
- Chemung County School Readiness Project Board of Directors – 12/06 to Present
- Chemung County Chamber of Commerce Business Education Roundtable – 12/06 to Present
- Southern Tier Career Development Council Board of Directors – 12/06 to Present
- Horseheads Family Resource Center Board of Directors – 1/08 to Present
- Wings of Eagles Discovery Center Board of Directors – 4/08 to Present  
(Plus Education and Technology Subcommittee)  
(Plus Challenger Learning Center Subcommittee)
- United Way of the Southern Tier Board of Directors – 4/08 to Present
- Sullivan Trail Chapter of the American Red Cross Board of Directors – 6/08 to Present
- Twin Tiers Principals Coalition Advisory Board – 7/08 to Present
- Southern Tier Economic Growth Board of Directors – 12/08 to Present
- Chemung County ARC Board of Directors – 9/09 to Present
- RSVP Board of Directors – 1/12 to Present

Ayes	Noes	Abstained	Absent
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- Apgar
- Brinhaupt
- Buck
- Conklin
- Jacobus
- Johnson
- Lynch
- Miller
- Strollo

**MOTION CARRIED**

Superintendent Dr. Ralph Marino stated that as part of his disclosure to the Board he has put together a list of the agencies that he is either a member of or actively participates in. Board President Brian Lynch stated the Board is greatly appreciative of Dr. Marino putting this list together and is very supportive of his membership/participation in these agencies.

**Annual Review of Student Conduct, Discipline, Purchasing, Investment Policies and Board Member Conflict of Interest**

Moved by Jacobus seconded by Strollo

RESOLVED, that the Horseheads Central School District Board of Education approves the annual review of student conduct, discipline, purchasing, investment policies and Board Member Conflict of Interest as submitted.

Ayes	Noes	Abstained	Absent
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- Apgar
- Brinhaupt
- Buck
- Conklin
- Jacobus
- Johnson
- Lynch
- Miller
- Strollo

**MOTION CARRIED**

Board President Brian Lynch stated this is to reaffirm that the Board is supportive of the Annual Review of Student Conduct, Discipline, Purchasing, Investment Policies and Board Member Conflict of Interest Policies.

**Reaffirm Approval of Board Policies**

Moved by Apgar, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education approves the reaffirmation of Board Policies.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar  
Brinthaup  
Buck  
Conklin  
Jacobus  
Johnson  
Lynch  
Miller  
Strollo

MOTION CARRIED

Board President Brian Lynch stated this is also to reaffirm that the Board is supportive of the District's Board Policies.

**Adjournment to Regular Business Meeting of the Board**

Moved by Miller, seconded by Strollo.

RESOLVED, that the Horseheads Central School District Board of Education adjourns to the Regular Business Meeting of the Board of Education at 6:19 PM.

<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>	<u>Absent</u>
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Apgar  
Brinthaup  
Buck  
Conklin  
Jacobus  
Johnson  
Lynch  
Miller  
Strollo

MOTION CARRIED

Respectfully Submitted,

*Candy L. Maine*  
Candy L. Maine, Clerk