

**YORKTOWN CENTRAL SCHOOL DISTRICT
Yorktown Heights, New York**

ANNUAL ORGANIZATIONAL MEETING

Mildred E. Strang Middle School Cafeteria

July 8, 2008

7: 00 P.M.

AGENDA

<p>REVISED July 8, 2008</p>
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A. Call to Order

B. Oath of Office

- 1.1 Anthony D’Alessandro**
- 1.2 Judith Huntington**

C. Order of Business

1. Election of Officers

- 1.1 President**
- 1.2 Vice President**

2. Appointments

- 2.1 District Clerk – Elizabeth Rotfeld**
- 2.2 District Treasurer – Alicia Madera**
- 2.3 Deputy Treasurer – Joanne Odoardi**

3. Oath of Office to Officers

The District Clerk administers the Oaths of Office to:

- 3.1 President**
- 3.2 Vice President**
- 3.3 District Treasurer**
- 3.4 Deputy Treasurer**

The Board President administers the Oath of Office to:

- 3.6 District Clerk**

4. Other Appointments

- 4.1 Board Attorney – Shaw, Perelson, May & Lambert, LLP**
- 4.2 Claims Auditor – Eleanor Fortunato**

4.3 Asbestos (LEA) Designee – Benjamin Pugliese

5. Designate signatures for all school district warrants

5.1 Claims Auditor

6. Designate the following banks for the purpose of soliciting certificates of deposit, money market accounts, and depositories, for the period July 1, 2008 to June 30, 2009 as authorized by Board of Education Policies #6240-R and #6400:

JP Morgan Chase	Fleet Bank
Wachovia	Citibank NA
HSBC Bank USA	Commerce Bank
C.L.A.S.S.	

7. Establish the following petty cash funds and appoint the following as custodians of the funds:

7.1	Business Office.....	\$100.....	Gina Pitruzzello
7.2	Curriculum & Instruction	\$100.....	Joanne Odoardi
7.3	Transportation.....	\$100.....	Patricia Sauber
7.4	Yorktown High School.....	\$100.....	Joseph DeGennaro
7.5	M.E. Strang Middle School.....	\$100.....	Linda Grimm
7.6	Brookside School.....	\$100.....	Kenneth Levy
7.7	Crompond School.....	\$100.....	Lisa O’Shea
7.8	Mohansic School.....	\$100.....	Susan Berry
7.9	French Hill School.....	\$100.....	John Wells
7.10	Administration Building.....	\$100.....	Elaine Cariello
7.11	Pupil Personnel Services	\$100.....	Fran Miller
7.12	Operations & Maintenance.....	\$100.....	Rosemary Kuczma
7.13	Personnel.....	\$100.....	Sharon Cohen
7.14	Athletic Department.....	\$100.....	Jeanette Martimucci
7.15	Technology Department.....	\$100.....	Patrice Hatjygeorge

8. Appointment of Christine A. Karasinski as Central Treasurer of extra-classroom funds and Joanne Odoardi as Deputy Central Treasurer of extra-classroom funds for the fiscal year 2008-2009.

9. Authorize the signature of the Assistant Superintendent for Business as an alternate for the District Treasurer on all extra-classroom checks for fiscal year 2008-2009 along with the signature of the Central Treasurer of extra-classroom funds.

10. Appointment of Thomas Cole as purchasing agent for the fiscal year 2008-2009.

11. Approve the appointment of the Director of Communications as Record Access Officer for the fiscal year 2008-2009.

- 12. Approve the appointment of the Assistant Superintendent for Curriculum as Record Management Officer for the fiscal year 2008-2009.
- 13. Approve the appointment of the Assistant Superintendent for Curriculum as Title IX, Title VI and General Non-Discrimination Compliance Officer for the fiscal 2008-2009.
- 14. Approve the appointment of Patrice Hatjygeorge as Attendance Officer for the fiscal year 2008-2009.
- 15. Adopt the list of Impartial Hearing Officers for the Yorktown Central School District in accordance with the list of officers provided by the New York State Education Department to conduct Special Education Impartial Hearings.
- 16. Appointment of the Board of Registration and Canvass:
 - 16.1 Eleanor Fortunato
 - 16.2 Mary Meehan
- 17. Designate the Journal News and North County News as the official newspapers for the District legal notices, annual meeting notices, advertising bids, etc., in the fiscal year 2008-2009.
- 18. Set date, time and place of the Board of Education monthly meetings for the fiscal year 2008-2009:

WORK SESSIONS

BUSINESS MEETINGS

September	8	August	25
October	6	September	22
November	3	October	20
December	1	November	17
January	12	December	15
February	9	January	26
March	2	February	23
	9	March	23
April	13	April	28
May	11	May	26
June	8	June	22

Recommendation: *All meetings will be held at MESMS Cafeteria at 7:00 p.m. except as noted above.*

- 19. Authorize publication of the annual financial report.
- 20. Authorization to renew the bond for the district treasurer, deputy treasurer, claims auditor, and district clerk.
- 21. Establish a mileage rate for 2008-2009 to be the same as the IRS rate.

22. Authorize the use of a check-signing machine by the treasurer.
23. Authorize the district clerk to advertise and open bids.
24. Authorize the Superintendent of Schools to approve attendance and expenses of personnel at meetings and conferences.
25. Authorize the certification of payrolls by the Superintendent of Schools or his designee.
26. Authorize the Superintendent of Schools or his designee to make transfers between and within functional unit appropriations provided the amount of such transfers to any appropriation for an object or expense does not exceed \$5,000.00 and to make final fund transfers necessary to balance all accounts as of June 30 each year.
27. Authorize the Superintendent of Schools to apply for Grants in Aid for the fiscal year 2008-2009.
28. Establish Tuesday, May 19, 2009, from 7:00 a.m. to 9:00 p.m. for the annual school district election and budget vote.
29. Establish the following date and time for the registration of voters by the Board of Registration and Canvass: Tuesday, April 28, 2009, at the MESMS from 4 p.m. to 9 p.m.
30. Re-adoption of all Policies, Code of Conduct and Code of Ethics in effect during the previous fiscal year.

D. Adjournment