Minutes are draft until approved at the August 8, 2019 board meeting.

Board of Education Agenda - Reorganizational Meeting and Regular Meeting (Tuesday, July 2, 2019)
Generated by Shelli Reickert on Tuesday, July 2, 2019

Present: Michael Hiser, Michael Tuttle, Michael Charsky, Shelley Palmer, Christian Olsen, Charles Peter

Absent: Sherri Gibson, Bruce Romanchak and Daniel Grandinetti

Also present: Jason Chevrier, Michael Bennett, Brian Carey, James Derby, Keri Rosher, Jodi Sullivan, Jacqueline Hill and Michele Reickert

1. REORGANIZATIONAL MEETING

A. Superintendent Jason Chevrier opened the meeting at 6:03 pm.

B. Superintendent Jason Chevrier asked everyone to stand for the Pledge of Allegiance to the Flag.

C. Michael Charsky moved to approve the present agenda for the Reorganizational Meeting and Regular Meeting, Michael Hiser seconded, all present in favor.

D. Michael Hiser moved to approve the Minutes from June 13, 2019, Board of Education Meeting Michael Charsky seconded, Shelley Palmer abstained, all others present in favor.

2. APPOINTMENT/ELECTION AND OATHS

A. Christian Olsen moved for the Appointment of Michele Reickert as District Clerk, per M/C agreement for the period of July 1, 2019 through June 30, 2020, Michael Charsky seconded, all present in favor.

B. Oaths of Office:

Superintendent Jason Chevrier administered the oath of office for District Clerk to Michele Reickert.

Michele Reickert then administered the oath of office to Shelley Palmer and stated that the remaining new and re-elected members of the board absent at the meeting will have 30 days to take their oath of office at the office of the District Clerk.

C. Election of Board of Education President for 2019-2020 school year.

Christian Olsen nominated Michael Tuttle for President of the Board of Education.
Michael Charsky moved to elect Michael Tuttle as President of the Board of Education, Charles Peter seconded, all present in favor.

D. Election of Board of Education Vice President for the 2019-2020 school year.

Michael Hiser nominated Christian Olsen for Vice President of the Board of Education.

Michael Charsky moved to elect Christian Olsen as Vice President of the Board of Education, Michael Tuttle seconded, all present in favor.

E. Oaths of Office

Michele Reickert administered the oaths of office for President (Michael Tuttle) and Vice President (Christian Olsen).

3. 2019-2020 REORGANIZATION MEETING

Michael Hiser moved to approve items A. and B., Christian Olsen seconded, all present in favor.

A. Approval of the following appointments effective July 1, 2019 through June 30, 2020:
1. District Treasurer - Jill Filkins, per M/C Agreement
2. Deputy Treasurer - Brian Carey - $0 annual stipend
3. Central School Treasurer - Lisa Bryda - $0 annual stipend
4. Claims Auditor - Sandra Hall, per M/C Agreement
5. Student Activity Auditor - Sandra Hall - $0 annual stipend
6. Tax Collector - Town of Schodack, Receiver of Taxes
7. Attendance Officer - Michael Bennett - $0 annual stipend
8. Health and Safety Officer - Matthew LaClair - $0 annual stipend
9. School Physician - William Kostun, per contract agreement
10. School Attorney(s) - Whiteman, Osterman & Hanna, LLP and Honeywell Law Firm, PLLC
11. Insurance Agent(s) - Rose & Kiernan, Inc.
12. Insurance Carrier - Utica National Insurance Group & Gerber Life Insurance Company
13. Risk Management Consultant - Needham Risk Management Resource Group, LLC, per contract
14. Bond Counsel - Fiscal Advisors
15. Workers Compensation Consortium Designee - Brian Carey
16. Federal and State Grant Coordinators - Jason Chevrier and Michael Bennett
17. Section 504 Compliance Officer - Michael Bennett
18. Medicaid Compliance Officer - Michael Bennett
19. Information Security Program Designee - James Yox
20. Chief Emergency Officer - Jason Chevrier
21. Title 1 Coordinator - Michael Bennett
22. Liaison for Homeless Children and Youth - Michael Bennett
23. Purchasing Agent - Brian Carey
24. Deputy Purchasing Agent - Jason Chevrier
25. Records Access Officer - Jason Chevrier
26. Records Management Officer - Brian Carey
27. Title IX Officer - Michael Bennett
28. Asbestos Designee - Matthew LaClair
B. Appointment of the following:

1. Dignity Act Coordinators: Jason Chevrier, Michael Bennett, James Derby, Jacqueline Hill, Jodi Sullivan and Keri Rosher
2. District-wide Dignity Act Coordinators: Jason Chevrier and Michael Bennett

Michael Hiser moved to approve item C. with discussion of who will sit on committees as filled in below, Christian Olsen seconded, all present in favor.

C. Approval of the appointment of members of the Board of Education to the following committees and/or task forces:

CES Building Planning Committee – Charles Peter and Michael Tuttle
MS/HS Building Planning Committee – Michael Charsky and Shelley Palmer
Professional Development Planning Committee – Bruce Romanchak
Technology Committee – Bruce Romanchak
NYSSBA Legislative Liaison – Michael Hiser
Health and Safety / SAVE Committee – Michael Hiser and Michael Tuttle
Audit Committee – Daniel Grandinetti, Christian Olsen, and Michael Charsky
Policy Committee – Bruce Romanchak, Charles Peter and Shelley Palmer
Building Visitation Committee – All members as a whole

Christian Olsen moved to approve items D. through R., Charles Peter seconded, all present in favor.

D. Approval of a resolution to designate Board and Community members to serve on the Internal Audit Committee, effective July 1, 2019 as required by Statute, committee members:

Board Member - Daniel Grandinetti
Board Member - Christian Olsen
Board Member - Michael Charsky
Scott Schulz
Christopher Stephens
Mary Yurista

E. Designation of Board of Education Workshop/Meeting Schedule for the 2018-19 School Year:

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Type</th>
<th>Location</th>
</tr>
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<td>September 19, 2019</td>
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<td>Regular</td>
<td>High School Library</td>
</tr>
<tr>
<td>October 17, 2019</td>
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<td>Workshop</td>
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<td>November 21, 2019</td>
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<td>January 16, 2020</td>
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<td>High School Library</td>
</tr>
<tr>
<td>February 13, 2020</td>
<td>6:00</td>
<td>Regular</td>
<td>High School Library</td>
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<tr>
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<td>6:00</td>
<td>Regular</td>
<td>High School Library</td>
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April 8, 2020   6:00 Workshop   High School Library
April 23, 2020   6:00 Regular   High School Library
May 7, 2020   6:00 Pub. Hearing/Workshop   High School Library
May 19, 2020 *   7:00 Regular   High School Library * (Tuesday/time)
June 18, 2020   6:00 Regular   High School Library
July 7, 2020   6:00 Organizational   High School Library (note: Tuesday)
August 6, 2020   6:00 Regular   High School Library

F. Designations:

1. Official newspaper for the school district - The Troy Record and the Times Union
2. Signatures on checks - Jill Filkins, Brian Carey and/or Jason Chevrier
3. Depository Banks - presently TD Bank (maximum deposit $20,000,000) and MBIA Class (maximum deposit amount $20,000,000)

G. The Board of Education authorizes the following:

1. Superintendent to certify payroll to Treasurer for payment
2. District Treasurer or Deputy Treasurer to sign school Lunch Claims and Reports
3. District Treasurer or Deputy Treasurer to sign Form SA300, Federal Commodities
4. District Treasurer or Deputy Treasurer to sign district checks with facsimile
5. District Treasurer or Deputy Treasurer to execute transfers of funds by wire among authorized district bank accounts
6. Business Administrator to approve hand drawn payments
7. Superintendent to approve budget transfers
8. Superintendent to approve attendance at conferences, conventions, workshops, etc.

H. Approval of a resolution establishing the standard workday for appointed employees for reporting to NYS Employees’ Retirement System and New York State Teachers’ Retirement System.

I. Establishment of 2019-20 mileage reimbursement rate for use of personally owned vehicles while on official business at IRS Rate - currently $.58 per mile.

J. Approval of $100,000 (per employee) and $1,000,000 Faithful Blanket Bond for the 2018-2019 school year, for the following positions:

1. Treasurer
2. Claims Auditor
3. Tax Collector
4. Business Administrator
5. Central School Treasurer

K. Approval of job titles that may be assigned district-owned cellular phones per attached list.

L. Approval of $40.00 per month cellular phone reimbursement or the use of a district-owned cellular telephone for the following individuals:

1. Jason Chevrier
2. Jacqueline Hill
3. Jodi Sullivan
4. Matthew LaClair
5. Rhonda Greenway
6. Jim Yox
7. Matthew Purificato
8. Brian Carey
9. James Derby
10. Elise Britt
11. Michael Bennett
12. Sandra Hall

M. Authorization of petty cash allotments and custodians as follows:

$100 - Business Office - Janis Clarke
$100 - Jr./Sr. High School Office - E. Lisa Nichols
$100 - Athletics - Elise Britt
$100 - Castleton Elementary School Office - Ruth Gregware
$ 50 - District Office - Michele Reickert

N. Authorization of 403(b)/457 vendors for the 2019-2020 school year:

1. American Fund
2. Ameriprise Financial (River Source)
3. AXA Equitable Life Insurance Company
4. Fidelity Investments
5. ING/VOYA
6. Mass Mutual
7. MetLife of CT (Travelers)
8. Oppenheimer Funds
9. Primerica Financial
10. Thrivent Financial
11. Vanguard Fiduciary Trust Co.
12. New York State Deferred Compensation

O. Approval of the facilities use rates for the 2019-2020 school year as indicated on the attached document.

P. Approval of 2019-2020 rates for substitutes, chaperones, scorekeepers and timers, sports officials, election inspectors, continuing education instructors, tutors, mentors, summer school, curriculum development, photocopier use and extension of regular work duties beyond teacher contract day as indicated on the attached document.

Q. Approval of a resolution authorizing the district to participate in cooperative bidding arrangements as approved by the purchasing agent.

R. Re-adopted of the following:
1. All policies and codes of ethics in effect during 2018-2019
2. All academic curriculum in effect during 2018-2019
3. All textbook series in effect during 2018-2019

4. CLOSE REORGANIZATIONAL MEETING / OPEN REGULAR MEETING

A. Michael Hiser moved to close the reorganizational meeting and open the regular meeting, Christian Olsen seconded, all present in favor.

5. REPORTS

A. Professional Development Plan - Michael Bennett discussed the tasks that the Professional Development Committee took on during the 2018-19 school year. A large part of the focus was placed on making sure the faculty and staff understand the Mental Health Curriculum. Jodi Sullivan shared about the survey that was created to gather information about from faculty and staff to see where the district needs to change its approach. There was mention of PD Leaders and that teachers can apply to be PD leaders however our group asked if they could nominate someone instead. There is still work to be done. It was learned that there sometimes needs to be a clearer alignment between the professional development activities and the goals. Noted: Appendix A needs to be updated once it is completed.

B. Safety Plan

Jason Chevrier talked about the District-wide Safety Plan that will be available on the district's website for public comment for 30 days. Once that period ends, the board will adopt the final plan. The building level plan is strictly confidential and cannot be shared with the public, the board will have an opportunity to view the draft district-wide safety plan at an upcoming board meeting. He shared the different types of emergencies and how the faculty, staff and students respond to them.

6. PUBLIC COMMENT

None

7. BOARD DISCUSSION / ACTION ITEM FOLLOW UP

A. Board Discussion

Retreat - July 17, 2019 6:00 pm - 9:00 pm

B. Action Item Follow-up

- Schedule visit to Bus Garage - August 8, 2019
- School Resource Officer Report - report at a later board meeting
- Security Officer - report at a later board meeting
- Tech Vision Committee - Will be pushed out until next year.
- Coaches Code of Conduct - being finalized
- Athlete Survey Exit/End of Season - survey is being worked that will be sent out to athletes at the end of each season.
Transportation - Review the Share in Fall 2019 - A meeting took place at the transportation department talking about concerns and questions that were brought up at the June meeting. Some questions were bound by contractual obligations and that was worked through with them. There was also discussion about the transportation share with Rensselaer City School District.

8. DISTRICT / BUILDING UPDATES/ COMMITTEE UPDATES

A. District Updates

- Close to the School Year - Thanks to Administration, Faculty, Staff, and Parents  Mr. Chevrier expressed his appreciation for the efforts of Administrators, faculty, staff, and parents for the efforts and support throughout the school year.
- Special Thanks to Retirees - Mr. Chevrier spoke to the retirees and their many years with the district.
- Awards Night
  Baccalaureate
  Monthly Morning Assembly
  Moving Up Ceremonies
  Graduation
  There was talk about the various ceremonies and awards nights mentioned above. Discussion ensued about what the upcoming years will look like for 8th-grade graduation.
- Water Line Agreement for Consideration - Village of Castleton  Mr. Chevrier shared about the discussions with the Village of Castleton about the waterline that runs under the new gymnasium in the elementary school. A water line break that dates back to the 1876 runs under the gymnasium would be costly to fix, through conversations with the Village, they have asked the district to split the cost. We are in the process of working with the legal counsel to determine the best way to handle this. Depending on the outcome from our legal counsel, we may need to hold a special meeting on Monday, July 8, 2019, to approve the share of the cost and the repairs to be done.

9. FINANCE

Christian Olsen moved to approve the items A. through D. with the addition of item E., Charles Peter seconded, all present in favor.

A. Acceptance of the Treasurer’s Report for the month of May 2019.

B. Acceptance of the Claim’s Auditor report for the month of May 2019.

C. Approval of contracts on the attached document titled Contract Approvals

D. Approval of a lease between the Board of Cooperative Education Services, Rensselaer, Columbia and Greene Counties (Questar III) and Schodack Central School District for a period of July 1, 2019 through June 30, 2024.
E. Approval of a Resolution to approve the expenditure of funds payable to the Village of Castleton not to exceed $32,000.00 to offset the expense of the relocation of the Campbell Avenue waterline, final method of payment subject to the direction of counsel.

10. OTHER ACTION

Michel Hiser moved to approve items A. through L., Christian Olsen seconded, and Shelley Palmer abstained from item K., all other present in favor of items A. through L.

A. Approval of the recommendations of the District Committee on Special Education and District Committee on Preschool Special Education regarding Special Education Services for students in accordance with the attached list.

B. Approval of members of Committee on Special Education for the 2019-20 school year: Parent or persons in parental relationship to the student; Not less than one regular education teacher of the student whenever the student is or may be participating in the regular education environment; Not less than one special education teacher or special education provider of the student: Kaitlyn Castle, Laura Christensen, Andrea Hanna, Mary Mosher, Wendy Nolan, Sarah Loszynski, Tammy Seres, Kelly Halpin, Jennifer Sober, Marlene Macri, TBD teacher, TBD teacher, TBD teacher, TBD speech, Shana Feinberg, Erica Pincher, Stacy Herron, Kerry Kakule, Jamie Colloton, Lauren MacDonald, Lori Clesceri, Michelle Stilson; School Psychologist: Lauren Simon-Friedfel, Jennifer Delaney; CSE Chairpersons: Michael Bennett and Jacqueline Hill; An Individual who can interpret the instructional implications of evaluation results; School Physician, if requested: Community Care Physicians, P.C.; Additional Parent Members at the request of the parents; Other persons having knowledge or special expertise regarding the student; and if appropriate, the student.

C. Approval of members of Committees on Preschool Education for the 2019-20 school year: Parents of the preschool child; Not less than one regular education teacher of the student whenever the student is or may be participating in the regular education environment; Not less than one special education teacher or special education provider of the student; CPSE Chairpersons: Michael Bennett and Jacqueline Hill; Additional Parent Members at the request of parent; An individual who can interpret the instructional implications of evaluation results; Other persons having knowledge or special expertise regarding the student; For a child in transition from early intervention to CPSE, the appropriate professional designated by the agency that has been charged with the responsibility for the preschool child; and Special Education Coordinator for Rensselaer County (invited – not required) Anne Hansen.

D. Approval of members of Subcommittees on Special Education for the 2019-20 school year: Parents of the student; Not less than one regular education teacher of the student whenever the student is or may be participating in the regular education environment; Not less than one special education teacher or special education provider of the student; Sub-CPSE and Sub-CSE Chairperson: Michael Bennett, Lauren Simon-Friedfel, Jennifer Delaney; a school psychologist, whenever a new psychological evaluation is reviewed or a change to a more intensive staff/student ratio; an individual who can interpret the instructional implications of evaluation results; other persons having knowledge or special expertise regarding the student; and if appropriate, the student.

E. Approval of Committee on Special Education Surrogate Parents for 2019-20: Father Thomas Krupa, Sacred Heart Church, Castleton; Barbara Gershman, Castleton.
F. Approval of Independent Evaluators: Dr. Alan J. Barnett, Clifton Park; Dr. Tobie Ann Dorn, Albany; Dr. Carol Possin, Niskayuna; Karner Psychological Associates, Guilderland; Dr. Alison Curley, Niskayuna; Children’s Neuropsychological Services, PLLC-Dr. Andrew Labarge/Dr. Paula Zuffante, Slingerlands; Campbell House, Schenectady.

G. Approval of list of impartial hearing officers for 2019-20: All Impartial Hearing Officers on the Rotational Selection List of IHO’s established by the State Education Department.

H. Approval of the following individuals as 2019-2020 lead evaluators for Schodack Central School District in accordance with New York State Education Law section 3012-C: Michael Bennett, Jason Chevrier, Jacqueline Hill, James Derby, Jodi Sullivan and Keri Rosher.

I. Approval of library books on attached list, to be declared surplus and to be disposed of by the district in accordance with district policy.


K. Approval of an Agreement between Schodack Faculty Association and the Chief Executive Officer of Schodack Central School District for the period of July 1, 2019 through June 30, 2022.

L. Approval of a memorandum of understanding between Schodack Faculty Association and the Schodack Central School District adjusting the 2019-2020 school district calendar to include (1) one day prior to September 1, 2019 (August 28, 2019).

11. RESIGNATIONS / APPOINTMENTS

Michael Hiser moved to approve items A. through I., Christian Olsen seconded, all present in favor.

A. Approval of a resolution abolishing a 10-month Secretary 1 position, creating a 12-month Secretary 1 position and appointing a 12-month Secretary 1.

B. Approval of a resolution abolishing a .5 FTE School Guidance Counselor position, creating a 1.0 FTE School Guidance Counselor position and appointing a 1.0 School Guidance Counselor.

C. Approval of a resolution abolishing a 10 month, .6 FTE Certified Occupational Therapy Assistant (COTA) position, creating a 10 month, 1.0 FTE Certified Occupational Therapy Assistant (COTA) position and appointing a 10 month, 1.0 FTE Certified Occupational Therapy Assistant (COTA).

D. Approval of a Resolution abolishing Health Care Aide position.

E. Motion to approve a (3) three year probationary appointment of Cheryl Marchese, (certification: Childhood Education (Grades 1-6)), commencing on September 1, 2019, as Elementary Education Teacher, in the tenure area of Elementary Education, at a salary of MA Step 2, provided that, except to the extent required by law, in order to be granted tenure, she shall have received composite or overall annual professional performance review ratings pursuant to Education Law §3012-c or §3012-d of either effective or highly effective in at least 2 of the 3 preceding years, and if she receives an ineffective
composite or overall rating in the final year of the probationary period, she shall not be eligible for tenure at that time.

F. Approval of the Summer Transportation Personnel as attached.

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<th>SPECIAL ED ROUTES</th>
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<th>END</th>
<th>BUS</th>
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<td>WILDWOOD ALTAMONT</td>
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<td>126</td>
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<td>WESTMERE</td>
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<td>P/U @ ICHABOD(M-TH)</td>
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<td>8/9/2019</td>
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<td>SACKETT</td>
<td>7/8/2019</td>
<td>8/16/2019</td>
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<td>Tina Martino</td>
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<td>HOUSATONIC ACADEMY(AM)</td>
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<td>CAMP COLONIE</td>
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<td>Kara Householder</td>
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<td>COLUMBIA (AM&amp;MIDDAY)</td>
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<td>Kandee Goodall</td>
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<td>7/8-8/2</td>
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Substitute Driver/Bus Attendants for the Summer 2019

Deborah Hammond  Bus Attendant
Seth Hendricks  Driver
Dawn Jefferson  Driver
David Van Nederynen  Driver
Jamie Pulver  Driver
G. Approval of Staffing Actions as indicated as attached.

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<th>Last Name</th>
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<td>Coach</td>
<td>Boys</td>
<td>Varsity</td>
<td>Bowling</td>
<td>Winter</td>
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H. Approval of the appointment of Robert MacLeod as Boys Swimming coach for the 2019-2020 school year for Derek Rossetti swimming as a Team of One for LaSalle.

I. Approval of coach(es) for the 2019-20 school year as indicated on the attached document.

12. PUBLIC COMMENT:  NONE

13. ACTION ITEMS: Curriculum management, update BOE page on the website and BOE should turn conflict of interest forms for year end 6/30/19.

14. ADJOURNMENT
A. Michael Hiser moved to adjourn to Executive Session at 7:32 pm to discuss personnel matters of particular employees, Christian Olsen seconded, all present in favor.

B. Michael Charsky moved to reconvene to Open Session and adjourn the meeting at 8:06 pm, Christian Olsen seconded, all present in favor.