

**ADIRONDACK CENTRAL SCHOOL  
REORGANIZATIONAL MEETING  
ADIRONDACK HIGH SCHOOL, BOONVILLE, NY 13309  
TUESDAY, JULY 11, 2023  
7:00 p.m. Public Meeting**

**A G E N D A**

**District Clerk Presides:**

1. Meeting called to order by District Clerk, Michelle Freeman.
2. Oath of Office to new Board members, Ms. Maureen Healt & Michael Kramer (*by District Clerk*).
3. Oath of Office to Superintendent, Mrs. McGrath (*by District Clerk*).
4. Nominations and election for Board President.
5. Oath of Office to Board President (*by District Clerk*).
6. Nominations and election for Board Vice-President.
7. Oath of Office to Board Vice-President (*by the District Clerk*).
8. Appointment of Michelle Freeman as District Clerk for 2023-24.
9. Oath of office to District Clerk (*Board President*).

**President Presides:**

Approval of the following resolutions:

10. Resolved the Adirondack Central School District Board of Education delegates the power to the District Treasurer, Ashley Zeigler, to issue revenue anticipation notes, invest school monies and advance school monies to other funds until funding is received as necessary for the 2023-2024 school year.
11. Resolved that the Adirondack Central School District Board of Education agrees to participate in the St. Lawrence/Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the "Cooperative Purchasing Agreement" for the 2023-2024 school year.
12. **WHEREAS**, the Adirondack Central School District is a participating member of the Madison-Oneida-Herkimer Healthcare Consortium (henceforth "Consortium"); and

**WHEREAS**, the Municipal Cooperation Agreement governing the relationship between the participating members of the Consortium permits each member the opportunity to designate a Consortium Representative and a Consortium Alternate Representative; and

**WHEREAS**, such designation must be provided to the Consortium in writing:

**NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. The Board of Education does hereby designate Sharon Cihocki, Business Administrator, as the District's Consortium Representative for the fiscal year beginning July 1, 2023 and ending June 30, 2024.
2. The Board of Education does hereby designate Kristy McGrath as the District's Consortium Alternate Representative for the fiscal year beginning July 1, 2023 and ending June 30, 2024. In the event that a Consortium meeting is not attended by the District's Representative, but is attended by the District's Alternate Representative, the District's Alternate Representative shall have full voting authority during that Consortium meeting.
3. The Board of Education does hereby direct the Clerk of the Board of Education to provide the Consortium with a copy of this Board Resolution, verifying its written designations.

13. Resolved that the Adirondack Central School District nominate Mr. Bill Miller, Area 5 Director of NYSSBA for a 2-year term on the Board of Directors effective January 1, 2024.

**CONSENT AGENDA:**

14. Appointment of Ms. Ashley Zeigler as District Treasurer for the 2023-2024 school year.
15. Appointment of Mrs. Colleen Pritchard as Deputy Treasurer for the 2023-2024 school year.
16. Appointment of the Boonville Herald as the Official School Newspaper for the 2023-2024 school year.
17. Appointment of Community Bank, N.A. and NY Class to serve as Official Depositories of school funds for the 2023-2024 school year.
18. Appointment of Beth Fox as School Tax Collector for the 2023 tax collection period starting approximately August 21<sup>st</sup> through November 9, 2023 at a stipend of \$5200.
19. Appointment of Mrs. Heidi Smith as second signature of the Extra Classroom Activity Account for the 2023-2024 school year.
20. Appointment of Mrs. Sharon Cihocki, Business Administrator, as Purchasing Agent for the 2023-2024 school year.
21. Appointment of D’Arcangelo & Co. LLP., as External Auditor for the 2023-2024 school year.
22. Appointment of Mrs. Tonya Kazek as Internal Claims Auditor for the 2023-2024 school year.
23. Appointment of Ferrara Fiorenza, PC, Attorneys At Law for the 2023-2024 school year.
24. Appointment of Jefferson-Lewis BOCES Inter-Municipal Legal Services for the 2023-2024 school year.
25. Appointment of King & King Architects, School Architects for the 2023-2024 school year.
26. Appointment of Mrs. Heidi Smith and Mr. Daniel Roberts as Title IX Officers for the 2023-2024 school year.
27. Appointment of Ms. Colleen Dorrity as Records Access Officer for the 2023-2024 school year.
28. Appointment of Mrs. Michelle Freeman as Records Management Officer for the 2023-2024 school year.
29. Appointment of a Board Member and an Alternate to serve on the Executive Committee of the Jefferson-Lewis School Boards Association.
30. Appointment of a Legislative Representative to serve on the Legislative Committee for the Jefferson-Lewis School Boards Association and Adirondack Central School District.
31. Appointment of a Board Member and an Alternate as voting delegates to the 2023-2024 School Boards Convention.
32. Appointment of Mrs. Wendy Foye as the Data Protection Officer for the 2023- 2024 school year.
33. Appointment of Mr. Daniel Roberts as the Homeless Liaison and Home Schooling Liaison for the 2023-2024 school year.

34. Appointment of Mr. Daniel Roberts as the Education Official for SAVE Legislation for the 2023-2024 school year.
35. Appointment of the following Dignity for All Students Act Coordinators for the 2023-2024 school year:
  - >> District Coordinator – Daniel Roberts
  - >> Middle School – Brandie Collins, Nadine Medvit, Rhiannon Hickox
  - >> High School – Heidi Smith, Kimberly Pritchard
  - >> WL Elementary – Linda Weber, Katie Orr
  - >> Boonville Elementary – Jill Schafer, Emily Swancott, Sandra Stoquert
36. Appointment of Cameron Teachout as certified pool operator and the district’s Asbestos LEA for the 2023-2024 school year.
37. Appointment of Mrs. Karen Ingersoll as the Chemical Officer for the 2023-2024 school year.
38. Bond the Treasurer, Deputy Treasurer and Account Clerk in the amount of \$500,000; Central Treasurer-Extra Class Activity Account in the amount of \$15,000; and the Tax Collector in the amount of \$1,000,000 for the 2023-2024 school year.
39. Authorization for the Business Office to release payment on claims audited by the Internal Claims Auditor for the 2023-2024 school year.
40. Authorization for the Superintendent to approve budget transfers as allowed by Commissioner’s Regulation 170.2 (up to \$1,500) for the 2023-2024 school year.
41. Approval to establish Petty Cash Funds for the 2023-2024 school year, as follows: Athletics - \$75; West Leyden - \$50; Boonville Elem - \$50, High School - \$50; Middle School – \$50.
42. Appointment of Petty Cash disbursement officers for the 2023-2024 school year, as follows:

Athletics	>> Interim AD	High School	>> Erin Dragan
Boonville Elem	>> KK Adams	Middle School	>> Crystal Suminguit
West Leyden	>> Linda Lee		
43. Authorization for the Superintendent to sign BOCES Services documents during the 2023-2024 school year.
44. Authorization for the Superintendent to certify payrolls for the 2023-2024 school year.
45. Authorization for the President of the Board of Education to sign returned tax statements for counties in the school district for the 2023-2024 school year.
46. Re-adoption of all policies in effect during the previous school year with exception of those currently under review.
47. Pay mileage at the current IRS rate at the time of travel for the 2023-2024 school year.
48. Authorize Board members’ attendance at local and state School Board conferences and workshops with expenses paid for the 2023-2024 school year.
49. Authorize the Superintendent to attend conferences with expenses paid for the 2023-2024 school year.
50. Approval for the Superintendent to authorize all conferences for the 2023-2024 school year.

51. Authorization for the Superintendent, Business Administrator, Curriculum Coordinator and Director of Special Education to apply for grants in aid for the 2023-2024 school year.
52. Approval to pay the 2023-2024 dues for the Jefferson-Lewis School Boards Association - \$470.
53. Approval to pay the 2023-2024 dues for the New York State School Boards Association in the amount of \$8,769.
54. Approval of the Adirondack Central School Committee on Special Education for the 2023-2024 school year:  
**CSE Chairperson:** Wendy Foye. **Alternate CSE Chairpersons:** Jamie Palczynski & Matt Boliver. **School Psychologists:** Jamie Palczynski and Matt Boliver.  
**Special Ed. Teacher Members:** Kim Anderson, Delores Krutz, Jeremy Youngs, Jennifer Jedrich, Heather Perry, James Kolb, Kaela Storey, Kristen Korman, Elisa Palczak, Rebecca Houser.  
**Parent Member:** Victoria Mahar. **School Physician:** Oneida-Madison BOCES.  
**Guidance Counselors:** Kimberly Pitcher, Nadine Medvit, Emily Swancott, Katie Orr & Sandy Stoquert.
55. Approval of the Adirondack Central School Sub-Committee on Special Education for the 2023-2024 school year:  
**CSE Chairperson:** Wendy Foye. **Alternate CSE Chairpersons/School Psychologists:** Jamie Palczynski & Matt Boliver. **Special Ed. Teacher Members:** Kim Anderson, Delores Krutz, Jeremy Youngs, Jennifer Jedrich, Heather Perry, James Kolb, Kaela Storey, Kristen Korman, Elise Palczak, Rebecca Houser. **School Physician:** Oneida- Madison BOCES. **Guidance Counselors:** Kimberly Pitcher, Nadine Medvit, Emily Swancott, Katie Orr, Sandy Stoquert.
56. Approval of the Adirondack Central School Committee on Preschool Special Education for the 2023-2024 school year:  
**CPSE Chairperson:** Wendy Foye. **Alternate CPSE Chairpersons:** Jamie Palczynski & Matt Boliver. **School Psychologist:** Jamie Palczynski. **Teacher Members:** County approved providers, county approved evaluators. **Parent member:** Victoria Mahar.
57. Approval of the Adirondack Central School §504 Committee for the 2023-2024 school year:  
**504 Coordinators:** Wendy Foye, Linda Weber. **Alternate 504 Chairpersons:** Jamie Palczynski & Matt Boliver.  
**Team Members:** Heidi Smith, Brandie Collins, Dan Roberts, Jill Schafer, Kim Anderson, Kristen Korman, Elisa Palczak, Delores Krutz, Jeremy Youngs, Jennifer Jedrich, Heather Perry, James Kolb, Kaela Storey, Rebecca Houser. **School Nurses:** Fawn Henry, Sandra Mercer, Tammy Smith. **Guidance Counselors:** Kimberly Pitcher, Nadine Medvit, Emily Swancott, Katie Orr & Sandy Stoquert.
58. Approval to designate Victoria Mahar as surrogate parent for the Committee on Special Education and Committee on Preschool Special Education for the 2023-2024 school year.
59. Approval of the Independent Evaluators for the Committee on Special Education and Committee on Preschool Special Education.
60. Acceptance of the Income Eligibility Guidelines for participation in the Free and Reduced Price Program for the 2023-2024 school year.

61. Approve the following school breakfast, lunch, and snack milk prices for students for the 2023-2024 school year:

	2022-2023	2023-2024
Pre-K-12 Breakfast	\$1.35	\$1.35
Pre-K-5 Lunch	\$2.20	\$2.20
6-12 Lunch	\$2.45	\$2.45
Snack Milk	.45	.45

*\*\*The district qualifies for CEP ( Community Eligibility Provisions) with the State funding free breakfast and lunch for all students for the 2023-24 school year\*\**

62. Set the hourly rate of pay for the 2023-2024 school year for non-instructional substitute personnel to reflect minimum wage:

Substitute Title	2022-2023	2023-2024
Food Service Helper	\$14.20	14.20 **
Teacher Aide	\$14.20	14.20 **
Monitor	\$14.20	14.20 **
Office Specialist I	\$14.20	14.20 **
Groundswoker/Cleaner	\$14.20	14.20 **
School Nurse	\$22.20	\$22.20
Bus Driver	\$23.00	\$23.00
Retired ACS Bus Driver	\$25.00	\$25.00

**\*\*will increase with state minimum wage\*\***

63. Set the rate of pay for a substitute teacher for the 2023-2024 school year:

Teacher Substitutes	2022-2023	2023-2024
2- year degree	\$105	\$105
4-year degree	\$115	\$115
Certified teacher	\$140	\$140
Retired ACS teacher	\$155	\$155

64. Set the rate of pay for a substitute certified teacher employed for 20 consecutive days in the same teaching assignment for the 2023-2024 school year, current rate is \$150 per day.
65. Set the rate of pay for a tutor for the 2023-2024 school year, current rate is \$25 per hour.
66. Set the Non-Resident Tuition rates for 2023-2024 school year, current rates are K-5 - \$3,085.00, Grade 6 - \$5,225 and Grades 7-12 - \$7,247.
67. Authorization for Building Principals to grant permission for parents to chaperone field trips for the 2023-2024 school year.
68. Authorization for Boonville Elementary teachers to walk their students to village sites, i.e. canal museum, Stewart’s, bowling alley, Sunset Nursing Home, etc. throughout the 2023-2024 school year.
69. Authorization for field trips to BREIA (Potato Hill Farm) throughout the 2023-2024 school year.
70. Appointment of the following academic and extracurricular positions for the 2023-2024 school year:

Language Arts Department Chair	Kimberly Carrock
Mathematics Department Chair	Richard Cotton
Fine Arts Department Chair	Ryan O’Neil
Occupational Ed. Department Chair	Daniel Granato

Science Department Chair  
 Social Studies Department Chair  
 Phys. Ed. Department Chair

Ira Smith  
 Michael Fauvelle  
 Brittany Lewis

National Junior Honor Society Advisor  
 Middle School Student Council Advisors  
 International Club Advisors  
 Middle School Yearbook Advisor

Tina Myers  
 Margaret Brown & Sarah Nieman  
 Lillian Gazitano-Carro & Sarah Nieman  
 Colleen Grow

West Leyden Elem Yearbook Advisor  
 Boonville Elementary Yearbook Advisor  
 Class of 2024 Advisors  
 Class of 2025 Advisors  
 Class of 2026 Advisors  
 Class of 2027 Advisors  
 Art Club (7-12) Advisors  
 Math Honor Society Advisor  
 High School Yearbook Advisors  
 High School Student Association Advisor  
 National Honor Society Advisor  
 Bookstore Advisor  
 Skills USA Advisor  
 FFA Advisor  
 Adirondack Athletic Association Advisors  
 Model UN Advisor  
 High School Musical Production Managers  
 District Webmaster

Christi Kornatowski  
 Daryl Persons  
 Michelle Zeigler & Brittany Lewis  
 Jennifer Jedrich & Venice Martin  
 Michelle Zeigler & Brittany Lewis  
 Jen Jedrich & Brittany Lewis  
 Joan Sturtevant & Margaret Brown  
 Jamie Day  
 Crystal Leichty & Joan Sturtevant  
 Veronica Vecic  
 Venice Martin  
 Katrina Fiorenza  
 Katrina Fiorenza  
 Heather Sweeney  
 Karen Philbrick & Blanche Coscomb  
 William Engelbrecht  
 Jamie Day & Crickett Jokajtys  
 Justin Wiedrick

**OTHER SCHOOL BUSINESS:**

**PUBLIC FORUM**

*At this time, the Board of Education will allow members of the public 3 minutes each for a total of 15 minutes to address the Board on items pertaining to Education and/or operations of the district. Anyone wishing to address the Board is requested to give his/her name. Questions or comments relating to a specific employee of the district will not be permitted; such questions/comments should be referred to the Superintendent at another time.*

**CONSENTAGENDA:**

71. Approve the minutes from the June 11, 2023 Regular Meeting & June 23, 2023 Special Meeting.

72. Substitutes:

- >> Rebecca Jackson – Sub-Food Service Helper
- >> Scarlette Jennings – Sub-Food Service Helper
- >> Breia Napierkowski – Sub-Food Service Helper
- >> Noah Dennee– Sub-Food Service Helper
- >> Michelle Flint – Sub-Food Service Helper
- >> Kayla Gager – Sub-Teacher Aide
- >> Keith Platt – Sub-Groundsworker/Cleaner
- >> Katrina Fiorenza – Sub-Teacher
- >> Cherie Pulquerio – Sub-Teacher
- >> Jessica Burke – Sub-Teacher
- >> Scott Ferris – Sub-Teacher

73. Field Trip Request:

REQUESTOR:	DESTINATION:	DATE(S):
6 <sup>th</sup> Grade	Delta Lake State Park in Rome	September 19, 2023
6 <sup>th</sup> Grade	Oswegatchie in Croghan	June 4 & 10, 2024

**REGULAR AGENDA:**

74. Resolved that the Board approve the following resolution for the Superintendent’s contract:

**WHEREAS**, pursuant to the terms of the existing Employment Agreement with Kristy McGrath as Superintendent of Schools, as amended, which commenced on August 1, 2021, the Board, having met and conferred with Mrs. McGrath, is desirous of modifying certain portions of the Agreement; and

**WHEREAS**, at the request of the Board, Counsel to the District has prepared an Amendment to the Employment Agreement with such Amendment modifying the Superintendent’s current compensation, further extending the unexpired term of the Agreement and modifying other terms and conditions of employment; and

**WHEREAS**, the Board and the Superintendent agree to such proposed Amendment.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Education hereby accepts and agrees to the Amendment Agreement, dated July 1, 2023, and hereby authorizes the President of the Board, or the Vice President in the absence, to execute said Agreement on behalf of the District and to file same with the District Clerk.

75. Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the Memorandum of Agreement between the Adirondack Central School District and the Adirondack Administrators Association for a Successor Agreement to the 2017-2020 Collective Bargaining Agreement as extended through June 30, 2023. This agreement shall be in effect July 1, 2023 to June 30, 2027.
76. Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education accept the resignation of Mrs. Kimberly Baker, Cook, effective September 1, 2023 after 32.7 years with the district.
77. Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education accept the resignation of Mrs. Dana Ely, Special Education Teacher, effective August 31, 2023.
78. Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education accept the resignation of Mr. Bryan Waterman from his position as Assistant Modified Football coach effective June 15, 2023.
79. Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education accept the resignation of Mrs. Rebekah Leuenberger, School Nurse, effective July 7, 2023.
80. Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education adopt the following resolution for a Confidential/Managerial employee for the 2023-24 school year:
- >> Be It Resolved, the Board of Education hereby approves the recommended modification to a Confidential/Managerial employee of the District as identified in the Memorandum as it relates to a salary increase effective July 1, 2023.
81. Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education approve Mr. Tom O’Rourke as Assistant Modified Football coach for the fall 2023 season.

82. Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the following professional staff:

Name	Area	Type of Appointment	Certification	Effective Date	Rate of Pay
Holly Sroka	Elementary Education	4-year Probationary	Initial	9/1/2023	D1, Step 3 + Masters

*\*“This expiration date is tentative and conditional only. Except to the extent required by the applicable provision of Section 3012 the Education Law, in order to be granted tenure the teacher or administrator must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher or administrator (as applicable) receives an ineffective composite or overall rating in the final year of probationary period the teacher or administrator (as applicable) shall not be eligible for tenure at that time.”\**

83. Resolved that, upon the recommendation of the Superintendent of schools, the Board of Education approve a new course for the 2023 school year and beyond – Principles of Technology.

84. Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education declare equipment and/or text books from the District as surplus and be disposed of in the most expedient manner as per the discretion of the Superintendent of Schools.

85. Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the request from the Town of Forestport Summer Recreation Program to use a school bus and driver to transport students to and from Forestport to Erwin Park on July 19<sup>th</sup> & July 26<sup>th</sup>. The cost of the fuel and driver will be paid through the Town Voucher System.

86. Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the 2023-2024 Cafeteria Fund Budget.

87. Resolved that, upon the recommendation of the Superintendent of Schools, having just received the 2022-2023 agreement, the Board of Education enter into agreement with the Oneida County Sheriff’s Office to have six (6) part-time School Patrol Officers for Boonville, Elementary, West Leyden Elementary and the High School/Middle School campus.

88. Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education approve the request from the Town of Webb School District to have one of their students be placed in our 12:1:3:1 high school classroom. (Tuition student).

**INFO & DISCUSSION:**

- Policy:
  - Wellness Policy – 5661 - 1<sup>st</sup> Reading
- Scholarships
- Reminder: NYSSBA Summer Law Conference (Virtual) July 24<sup>th</sup> 8:30 am. – 12:30 a.m. & July 25<sup>th</sup> 8:30 a.m. – 11:30 a.m. Superintendent’s Office
- NYSSBA Convention – October 26-28, 2023 in Buffalo, NY – Registration opens August 8th
- Student Teacher:
  - >> Molly Barton – SUNY Potsdam – Work with Ms. Burrows, Grade 4, West Leyden Elementary from October 30<sup>th</sup> – December 15, 2023.

Adjournment