

**ADIRONDACK CENTRAL SCHOOL
BOONVILLE ELEMENTARY SCHOOL
BOONVILLE, NY 13309**

RE-ORGANIZATIONAL MEETING MINUTES – July 12, 2016

MEMBERS PRESENT	OTHERS PRESENT
John Abdo Sandra Beasock Mark Emery Richard Gallo Michael Kramer Doug Muha Almanda Sturtevant	Edward Niznik, Superintendent, Sharon Cihocki, School Business Administrator, Michelle Freeman, District Clerk, Marie Yager, Yvonne Emery, Richard Chrisman, Meg Brown, Lesa Wilbert, Joan Sturtevant
<u>MEMBERS EXCUSED</u>	

At 6:08 p.m. Board President, John Abdo called the meeting to order.

At 6:09 p.m. Mr. Gallo moved and Mrs. Beasock seconded; carried 5-0; to go into executive session to discuss the employment history of particular persons. Mr. Niznik was appointed Clerk Pro-Tem in the absence of the District Clerk.

Board members returned from executive session at 7:57 p.m. Mrs. Sturtevant moved and Mrs. Beasock seconded, carried 5-0; to go to regular session.

District Clerk, Michelle Freeman, called the Re-Organizational Meeting to order at 7:05 p.m. and led the recitation of the pledge of allegiance.

Oath of Office to Board Members:

The District Clerk administered the oath of office to newly elected board members, Mrs. Sandra Beasock, Mr. Mark Emery and Mr. Doug Muha.

Oath of Superintendent:

The District Clerk administered the oath of office to the Superintendent, Edward S. Niznik.

Board President:

The District Clerk called for nominations for the office of President. Mr. Gallo nominated Mr. Abdo, seconded by Mrs. Sturtevant. There were no further nominations and the polls were closed.

POLL VOTE: Members voting in favor of Mr. Abdo – 6: Mr. Emery, Mr. Kramer, Mrs. Beasock, Mr. Gallo, Mrs. Sturtevant and Mr. Muha. Members opposed – 0: Members absent – 0.

Mr. Abdo was elected Board President. The District Clerk administered the oath of office for President.

Board Vice-President:

The District Clerk called for nominations for the office of Vice President. Mr. Abdo nominated Mr. Gallo, seconded by Mrs. Beasock. There were no further nominations and the polls were closed.

POLL VOTE: Members voting in favor of Mr. Gallo – 6 : Mr. Emery, Mr. Kramer, Mrs. Beasock, Mr. Abdo, Mrs. Sturtevant, Mr. Muha. Members opposed – 0. Members absent – 0.

Mr. Gallo was elected Vice President of the Board. The District Clerk administered the oath of office for Vice-President.

District Clerk:

The Board President asked for a motion to designate Michelle Freeman as District Clerk for the 2016-2017 school year. Mrs. Beasock moved and Mr. Gallo seconded, carried 7-0.

Mr. Abdo administered the oath of office to the District Clerk.

RESOLUTIONS:

Mr. Kramer moved and Mrs. Beasock seconded, carried 7-0, the Board adopted the following resolutions:

District Treasurer Resolution:

BE IT RESOLVED, the Adirondack Central School District Board of Education delegates the power to the District Treasurer, Charlotte Bourgeois, to issue revenue anticipation notes and to invest school monies for the 2016-2017 school year.

Cooperative Purchasing Resolution:

BE IT 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 2016-2017 school year.

Healthcare Consortium Resolution:

BE IT RESOLVED, 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, 2016 and ending June 30, 2017.
2. The Board of Education does hereby designate Edward Niznik, Superintendent, as the District’s Consortium Alternate Representative for the fiscal year beginning July 1, 2016 and ending June 30, 2017. 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.

Lead Evaluator of Teachers Resolution:

WHEREAS, the Board of Education has been provided evidence that Adirondack Central School Administrators, Heidi Smith, Kimberly Mursch, Mark Trabucco, Wendy Foye, Linda Guernsey, Wendy Keehfus-Jones, Daniel Roberts and Cynthia Lauzon have completed training which meets the requirements of 8 NYCRR 30-2.9 and the Adirondack Central School District’s Annual Professional Review Plan for certification as Lead Evaluators of teachers.

Therefore, **BE IT RESOLVED**, that upon recommendation of the superintendent of schools, Heidi Smith, Kimberly Mursch, Mark Trabucco, Wendy Foye, Linda Guernsey, Wendy Keehfus-Jones, Daniel Roberts and Cynthia Lauzon be certified as Lead Evaluators of teachers.

Lead Evaluator of Principals:

WHEREAS, the Board of Education has been provided evidence that Ed Niznik, Superintendent of Schools, has completed training which meets the requirements of 8 NYCRR 30-2.9 and the Adirondack Central School District’s Annual Professional Review Plan for certification as a Lead Evaluator of principals.

Therefore, **BE IT RESOLVED**, that upon recommendation of the Superintendent of Schools, Ed Niznik be certified as a Lead Evaluator of principals.

CONSENT AGENDA:

Mr. Gallo moved and Mrs. Sturtevant seconded, carried 7-0, the Board approved the following:

Appointment of Charlotte Bourgeois as District Treasurer for the 2016-2017 school year.

Designation of Beth Fox as Deputy Treasurer for the 2016-2017 school year.

Designated the Boonville Herald as the Official School Newspaper for the 2016-2017 school year.

Designated Community Bank, N.A., Adirondack Bank, First Niagara and Key Banks to serve as Official Depositories of school funds for the 2016-2017 school year.

Designated Adirondack Bank (13150 State Route 12, Boonville Branch only) as Tax Collection Agency and Kelly Gerrard-Smith, Manager of Adirondack Bank as Tax Collector for the 2016-2017 school year.

Designated Heidi Smith as second signature of the Extra Classroom Activity Account for the 2016-2017 school year.

Designated Sharon Cihocki, Business Administrator, as Purchasing Agent for the 2016-2017 school year.

Designated Stackel & Navarra, P.C. as External Auditor for the 2016-2017 school year.

Designated Tonya Kazek as Internal Claims Auditor for the 2016-2017 school year.

Designated Richard Warren, Esq., School Attorney, for the 2016-2017 school year.

Designated Ferrara Fiorenza, P.C. Law Firm, School Attorneys for the 2016-2017 school year.

Mrs. Beasock moved and Mrs. Sturtevant seconded, carried 7-0; the Board approved the following:

Designated the Architect Firm of King & King, School Architects for the 2016-2017 school year.

Designation of Mrs. Heidi Smith and Mr. Mark Trabucco as Title IX Officers for the 2016-2017 school year.

Designation of Ms. Ashley Zeigler as Records Access Office for the 2016-2017 school year.

Designation of Michelle Freeman as Records Management Officer for the 2016-2017 school year.

Mr. Gallo moved and Mr. Abdo seconded, carried 7-0; the Board

Mr. Gallo moved and Mr. Abdo seconded, carried 7-0; the Board designated Mr. Gallo as Delegate Board Member and Mr. Abdo as Alternate Board Member to serve on the Executive Committee of the Jefferson-Lewis School Boards Association.

Mrs. Beasock moved and Mr. Gallo seconded, carried 7-0; the Board designated Mr. Michael Kramer as a Legislative Representative to serve on the Legislative Committee for the Jefferson-Lewis School Boards Association and Adirondack Central School District.

Mr. Kramer moved and Mrs. Beasock seconded, carried 7-0; the Board approved the following:

Designation of Mrs. Wendy Foye as the Homeless Liaison for the 2016-2017 school year.

Designation of Mr. Edward Niznik as the Home Schooling Liaison for the 2016-2017 school year.

Designation of Ms. Kimberly Mursch as the Education Official for SAVE Legislation for the 2016-2017 school year.

Designation of the following Dignity For All Students Act Coordinators for the 2016-2017 school year:

- >> District Coordinator – Ms. Kimberly Mursch >> MS Coordinator – Mrs. Nadine Medvit
- >> Elementary Coordinator – Mrs. Sandy Stoquet >> HS Coordinator – Mrs. Julie Bartolotta
- >> West Leyden Elem Coordinator – Mr. Dan Roberts

Designation of Mr. Robert Healt as Asbestos LEA for the 2016-2017 school year.

Designation of Mr. Robert Healt as the water tester at West Leyden Elementary for the 2016-2017 school year.

Designation of Mr. Robert Healt, Ms. Cynthia Lauzon and Mr. Mitch Maryhugh as certified pool operators for the 2016-2017 school year.

Designation of Mrs. Karen Ingersoll as the Chemical Officer for the 2016-2017 school year.

Bond the Treasurer and Deputy Treasurer 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 2016-2017 school year.

Authorization for the Business Office to release payment on claims audited by the Internal Claims Auditor for the 2016-2017 school year.

Authorization for the Superintendent to approve budget transfers as allowed by Commissioner's Regulation 170.2 (up to \$1,500) for the 2016-2017 school year.

Approval to establish Petty Cash Funds for the 2016-2017 school year, as follows: Athletics - \$75; West Leyden - \$50; Forestport - \$35; Boonville Elem - \$50, High School - \$50; Middle School – \$50.

Mr. Kramer moved and Mr. Gallo seconded, carried 7-0; the Board approved the following:

Designation of Petty Cash disbursement officers for the 2016-2017 school year, as follows:

- Athletics >> Cynthia Lauzon High School >> Colleen Scouten
- Boonville Elem >> Colleen Dorrity Middle School >> Crystal Suminguit
- West Leyden >> KK Adams Forestport >> Linda Smith

The Superintendent to sign BOCES Services documents during the 2016-2017 school year.

The Superintendent to certify payrolls for the 2016-2017 school year.

The President of the Board of Education to sign returned tax statements for counties in the school district for the 2016-2017 school year.

Re-adoption of all policies in effect during the previous school year with exception of those currently under review.

Pay mileage at the current IRS rate at the time of travel for the 2016-2017 school year.

Board members’ attendance at local and state School Board conferences and workshops with expenses paid for the 2016-2017 school year.

The Superintendent to attend conferences with expenses paid for the 2016-2017 school year.

The Superintendent to authorize all conferences for the 2016-2017 school year.

The Superintendent to apply for grants in aid for the 2016-2017 school year.

To pay the 2016-2017 dues for the Jefferson-Lewis School Boards Association in the amount of \$370.00.

Pay the 2016-2017 dues for the New York State School Boards Association in the amount of \$8,141.

Engage the Athletic Injury Consultation services of Slocum-Dickson Medical Group, and their Sports Medicine Department. There is no cost for this program.

Mrs. Sturtevant moved and Mr. Gallo seconded, carried 7-0; the Board approved the following:

Adirondack Central School Committee on Special Education for the 2016-2017 school year:

CSE Chairperson: Wendy Foye. **Alternate CSE Chairpersons:** Jamie Palczynski & Matt Boliver. **School Psychologists:** Jamie Palczynski and Matt Boliver.

Special Ed. Teacher Members: Jill Will, Kim Anderson, Jan Denslow, Delores Krutz, Anne McLaughlin, Sharon Luczynski, Kathy Lisowski, Jennifer Jedrich, Heather Perry, James Kolb, MaryAnn Candee.

Parent Members: April Montana, Andrea Gerling, Robert Ward, Missy Roberts, Sakina Mujahid.

School Physician: Oneida-Madison BOCES. **Guidance Counselors:** Fred Lampert, Julie Bartolotta and Nadine Medvit.

Adirondack Central School Sub-Committee on Special Education for the 2016-2017 school year:

CSE Chairperson: Wendy Foye. **Alternate CSE Chairpersons/School Psychologists:** Jamie Palczynski & Matt Boliver. **Special Ed. Teacher Members:** Jill Will, Kim Anderson, Jan Denslow, Delores Krutz, Sharon Luczynski, Kathy Lisowski, Jennifer Jedrich, Heather Perry, James Kolb, MaryAnn Candee, Megan Roberts, Bill Hornig. **School Physician:** Oneida- Madison BOCES. **Guidance Counselors:** Melinda Rubino, Julie Bartolotta and Nadine Medvit.

Adirondack Central School Committee on Preschool Special Education for the 2016-2017 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 members:** Missy Roberts, Sakina Mujahid.

Adirondack Central School §504 Committee for the 2016-2017 school year:

504 Coordinator: Wendy Foye. **Alternate 504 Chairpersons:** Jamie Palczynski & Matt Boliver. **Team Members:** Heidi Smith, Mark Trabucco, Linda Guernsey, Jill Will, Kim Anderson, Jan Denslow, Delores Krutz, Sharon Luczynski, Kathy Lisowski, Jennifer Jedrich, Heather Perry, James Kolb, MaryAnn Candee, Megan Roberts, Bill Hornig. **School Nurses:** Mary Healt, Laura Czajka, Fawn Henry, Sandra Mercer, Tammy Smith. **Guidance Counselors:** Melinda Rubino, Julie Bartolotta and Nadine Medvit.

Designate Brian and Kathy Menard as surrogate parents for the Committee on Special Education and Committee on Preschool Special Education for the 2016- 2017 school year.

The following Independent Evaluators for the Committee on Special Education and Committee on Preschool Special Education. (Enclosure)

Acceptance of the Income Eligibility Guidelines for participation in the Free and Reduced Price Program for the 2016-2017 school year.

Mr. Kramer moved and Mrs. Beasock seconded, carried 7-0; the Board approved the following school breakfast, lunch, and snack milk prices for students for the 2016-2017 school year:

Pre-K-12 Breakfast	\$1.10
Pre-K-5 Lunch	\$1.80
6-12 Lunch	\$2.05
Snack Milk	.40

Mrs. Beasock moved and Mrs. Sturtevant seconded, carried 7-0; the Board established the following pay rates for the 2016-2017 school year:

AREA OF SERVICE	RATE OF PAY
Food Service Helper	\$ 10.00
Teacher Aide	10.00
Monitor	10.00
Office Specialist I	10.00
School Nurse	18.20
Groundswoker/Cleaner	10.00
Bus Driver	16.00

The rate of pay for a substitute who is employed for 20 consecutive days in the same teaching assignment for the 2016-2017 school year will remain at \$150.

Mrs. Beasock moved and Mr. Gallo seconded, carried 7-0; the Board approved the rate of pay for a substitute teacher remain at \$75 for a 2-year degree, \$85 for a 4-year degree and \$100 for someone who is certified.

Mrs. Beasock moved and Mr. Gallo seconded, carried 7-0; the Board approved the 2016-2017 Non-Resident Tuition rates to remain at \$3,085.00 for Grades K-5 and \$7,247.00 for Grades 6-12.

Mrs. Beasock moved and Mrs. Sturtevant seconded, carried 7-0; the Board approved the following:

Building Principals to grant permission for parents to chaperone field trips for the 2016-2017 school year.

Academic, extracurricular and volunteer appointments for the 2016-2017 school year:

National Junior Honor Society	Kim Allen & Rich Cotton
Middle School Student Council	Meg Brown
Art Club (unpaid position)	Meg Brown
French Club Advisor (unpaid position)	Carolyn Renno
Spanish Club (unpaid)	Sarah Nieman
Middle School Yearbook Advisor	Colleen Grow
Language Arts Department Chair	Lorna DeSantis
Math Department Chair	Kathy Nahor
Science Department Chair	Cinnamon Marchione
Social Studies Department Chair	Suzanne Hollinden
Fine Arts Department Chair	Ryan O'Neil
Occupational Ed. Department Chair	Ken Leahy
Advisor Class of 2017	Stacy Barlow & Heather Banek
Advisor Class of 2018	Mary Ann Candee
Advisor Class of 2019	Venice Martin & Bill Engelbrecht
Math Honor Society	Carin Rounds
Student Association	Celeste Swiecki
Spanish Club	Celeste Swiecki
Yearbook – (co-advisors)	Devon Carroll & Stacy Barlow
National Honor Society	Venice Martin
Bookstore – (co-advisors)	Margaret Kuhn & Katrina Fiorenza
GAA	Brittany Cunningham
District Webmaster	Nick Palczak
Boys Varsity Club	Nick Palczak
Musical Production Manager	Katrina Fiorenza
Musical Orchestra Director	Ryan O'Neil

At 7:27 p.m. Mr. Kramer moved and Mr. Gallo seconded, carried 7-0; to adjourn to the Regular Meeting immediately following.

District Clerk