

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

RE-ORGANIZATIONAL MEETING MINUTES – July 10, 2018

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, Sheri Underwood, Susan Case, Alicia Morales, Brian Maneen, Jamie Day
<u>MEMBERS EXCUSED</u>	

At 6:00 p.m. Board President, John Abdo called the meeting to order.

Mr. Gallo moved and Mrs. Beasock seconded; carried 6-0; 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.

Mr. Kramer entered the meeting at 6:10 p.m.

Board members returned from executive session at 6:59 p.m. Mr. Emery moved and Mr. Muha seconded, carried 7-0; to go to regular session.

District Clerk, Michelle Freeman, called the Re-Organizational Meeting to order at 7:03 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, Mr. Richard Gallo and Mr. Mrs. Almanda Sturtevant.

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 Sandra Beasock. 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. Emery nominated Mr. Gallo, seconded by Mr. Abdo. 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 2018-2019 school year. Mr. Beasock moved and Mr. Gallo seconded, carried 7-0.

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

RESOLUTIONS:

Mr. Muha moved and Mr. Gallo 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 2018-2018 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 2018-2019 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, 2018 and ending June 30, 2019.
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, 2018 and ending June 30, 2019. 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.

CONSENT AGENDA:

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

Appointment of Charlotte Bourgeois as District Treasurer for the 2018-2019 school year.

Appointment of Beth Fox as Deputy Treasurer for the 2018-2019 school year.

Appointment of the Boonville Herald as the Official School Newspaper for the 2018-2019 school year.

Appointment of Community Bank, N.A., NYCLASS, and Adirondack Bank to serve as Official Depositories of school funds for the 2018-2019 school year.

Appointment of Community Bank (101 Main St. Boonville Branch only) as Tax Collection site for collection of school taxes. Tax collector to be determined.

Appointment of Heidi Smith as second signature of the Extra Classroom Activity Account for the 2018-2019 school year.

Appointment of Sharon Cihocki, Business Administrator, as Purchasing Agent for the 2018-2019 school year.

Appointment of Stackel & Navarra, P.C. as External Auditor for the 2018-2019 school year.

Appointment of Tonya Kazek as Internal Claims Auditor for the 2018-2019 school year.

Appointment of Ferrara Fiorenza, P.C. Law Firm, School Attorneys for the 2018-2019 school year.

Appointment of the Architect Firm of King & King, School Architects for the 2018-2019 school year.

Appointment of Mrs. Heidi Smith and Mr. Daniel Roberts as Title IX Officers for the 2018-2019 school year.

Appointment of Ms. Ashley Zeigler as Records Access Office for the 2018-2019 school year.

Appointment of Michelle Freeman as Records Management Officer for the 2018-2019 school year.

Mrs. Beasock moved and Mrs. Sturtevant 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.

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

Mr. Gallo moved and Mr. Emery seconded, carried 7-0; the Board made the following appointments:

Appointment of Mrs. Wendy Foye as the Homeless Liaison for the 2018-2019 school year.

Appointment of Mrs. Linda Guernsey as the Home Schooling Liaison for the 2018-2019 school year.

Appointment of Mr. Daniel Roberts as the Education Official for SAVE Legislation for the 2018-2019 school year.

Appointment of the following Dignity For All Students Act Coordinators for the 2018-2019 school year:

- >> District Coordinator – Daniel Roberts >> Middle School – Mrs. Nadine Medvit, Courtney Claflin
- >> High School – Heidi Smith >> Elementary Coordinator – Sandra Stoquert
- >> WL Elementary – Jill Schafer >> Boonville Elem – Wendy Keehfus-Jones, Katie Orr
- >> FPT Elementary – Wendy Foye

Appointment of Rodney Rowsam, Ms. Cynthia Lauzon and Mr. Mitch Maryhugh as certified pool operators for the 2018-2019 school year.

Appointment of Mrs. Karen Ingersoll as the Chemical Officer for the 2018-2019 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 2018-2019 school year.

Authorization the Business Office to release payment on claims audited by the Internal Claims Auditor for the 2018-2019 school year.

Authorization for the Superintendent to approve budget transfers as allowed by Commissioner’s Regulation 170.2 (up to \$1,500) for the 2018-2019 school year.

Approval to establish Petty Cash Funds for the 2018-2019 school year, as follows: Athletics - \$75; West Leyden - \$50; Forestport - \$35; Boonville Elem - \$50, High School - \$50; Middle School – \$50.

Mr. Muha moved and Mr. Beasock seconded, carried 7-0; the Board made the following appointments:

Appointment of Petty Cash disbursement officers for the 2018-2019 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

Authorization for the Superintendent to sign BOCES Services documents during the 2018-2019 school year.

Authorization for the Superintendent to certify payrolls for the 2018-2019 school year.

Authorization for the President of the Board of Education to sign returned tax statements for counties in the school district for the 2018-2019 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 2018-2019 school year.

Board members’ attendance at local and state School Board conferences and workshops with expenses paid for the 2018-2019 school year.

The Superintendent to attend conferences with expenses paid for the 2018-2019 school year.

The Superintendent to authorize all conferences for the 2018-2019 school year.

Mr. Emery moved and Mr. Gallo seconded, carried 7-0; the Board made the following appointments:

The Superintendent, Business Administrator and Curriculum Coordinator to apply for grants in aid for the 2018-2019 school year.

To pay the 2018-2019 dues for the Jefferson-Lewis School Boards Association in the amount of \$370.00.

Pay the 2018-2019 dues for the New York State School Boards Association in the amount of \$8,428.

Engage the Athletic Injury Consultation services of Slocum-Dickson Medical Group, and their Sports Medicine Department.

Adirondack Central School Committee on Special Education for the 2018-2019 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, Delores Krutz, Sharon Luczynski, Kathy Lisowski, Jennifer Jedrich, Heather Perry, James Kolb, MaryAnn Candee, Bill Hornig, Kristen Korman.

Parent Members: April Montana, Missy Roberts, Sakina Mujahid. **School Physician:** Oneida-Madison BOCES. **Guidance Counselors:** Kathy Grenier, Bryan Waterman and Nadine Medvit.

Adirondack Central School Sub-Committee on Special Education for the 2018-2019 school year:

CSE Chairperson: Wendy Foye. **Alternate CSE Chairpersons/School Psychologists:** Jamie Palczynski & Matt Boliver. **Special Ed. Teacher Members:** Jill Will, Kim Anderson,

Delores Krutz, Sharon Luczynski, Kathy Lisowski, Jennifer Jedrich, Heather Perry, James Kolb, MaryAnn Candee, Bill Hornig, Kristen Korman. **School Physician:** Oneida- Madison BOCES.

Guidance Counselors: Kathy Grenier, Bryan Waterman and Nadine Medvit.

Adirondack Central School Committee on Preschool Special Education for the 2018-2019 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 2018-2019 school year:

504 Coordinator: Wendy Foye. **Alternate 504 Chairpersons:** Jamie Palczynski & Matt Boliver.

Team Members: Heidi Smith, MS Principal TBD, Dan Roberts, Jill Schafer, Wendy Keehufus-Jones, Jill Will, Kim Anderson, Kristen Korman, Delores Krutz, Sharon Luczynski, Kathy Lisowski, Jennifer Jedrich, Heather Perry, James Kolb, Bill Hornig, MaryAnn Candee. **School Nurses:** Mary Healt, Leah Boek, Fawn Henry, Sandra Mercer, Tammy Smith. **Guidance Counselors:** Kathy Grenier, Bryan Waterman 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 2018- 2019 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 2018-2019 school year.

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

School breakfast, lunch, and snack milk prices for students for the 2018-2019 school year:

	2017-2018	2018-2019
Pre-K-12 Breakfast	\$1.10	\$1.20
Pre-K-5 Lunch	\$1.85	\$1.95
6-12 Lunch	\$2.10	\$2.20
Snack Milk	.40	.40

Non-Teaching substitute hourly rates of pay for the 2018-2019 school year to reflect minimum wage **::

AREA OF SERVICE	RATE OF PAY
Food Service Helper	\$ 11.10**
Teacher Aide	11.10**
Monitor	11.10**
Office Specialist I	11.10**
Groundswoker/Cleaner	11.10**
School Nurse	18.20
Bus Driver	17.00

Rate of pay for a certified substitute who is employed for 20 consecutive days in the same teaching assignment for the 2018-2019 school year will remain at \$150.

Rate of pay for a substitute teacher as follows:

- >> \$80 for a 2-year degree
- >> \$90 for a 4-year degree
- >> \$115 for someone who is certified
- >> \$125 for retired Adirondack teachers

Rate of pay for a tutor to go up from \$20.00 to 25.00/hr.

2018-2019 Non-Resident Tuition rates to remain at \$3,085.00 for Grades K-5 and \$7,247.00 for Grades 6-12.

Building Principals to grant permission for parents to chaperone field trips for the 2018-2019 school year.

Boonville Elementary teachers to walk their students to village sites, i.e. canal museum, Stewart's, Great American, bowling alley, Sunset Nursing Home, etc.

Field trips to BREIA (Potato Hill Farm) throughout the 2018-2019 school year.

Academic, extracurricular and volunteer appointments for the 2018-2019 school year:

National Junior Honor Society	Kim Allen & Rich Cotton
Middle School Student Council	Meg Brown
Art Club (unpaid)	Meg Brown
International Club (unpaid)	Sarah Nieman & Courtney Foll
Middle School Yearbook Advisor	Colleen Grow
ELA Department Chair	Kimberly Carrock
Math Department Chair	Patricia Aganier
Science Department Chair	Cinnamon Marchione
Social Studies Department Chair	Suzanne Hollinden
Fine Arts Department Chair	Ryan O'Neil
Occupational Ed. Department Chair	Daniel Granato
Advisors Class of 2019	Venice Martin & William Engelbrecht
Advisor Class of 2020	Mary Ann Candee
Advisors Class of 2021	Jennifer Jedrich & Venice Martin
Math Honor Society	Carin Rounds
Spanish Club (unpaid)	Celeste Swiecki
Yearbook Advisors	Devon Carroll & Stacy Barlow
National Honor Society	Venice Martin
Bookstore	Katrina Fiorenza
Skills USA Advisor	Katrina Fiorenza
Musical Production Manager	Katrina Fiorenza
Musical Orchestra Director (Pit Band)	Ryan O'Neil
FFA	Heather Sweeney
Youth Advisory Council Advisor	Crystal Leichty

At 7:21 p.m. Mr. Gallo moved and Mrs. Beasock seconded, carried 7-0; to adjourn to the Regular Meeting immediately following.

Michelle Freeman, District Clerk

Edward S. Niznik, Clerk Pro-Tem