

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

RE-ORGANIZATIONAL MEETING MINUTES – July 9, 2019

MEMBERS PRESENT	OTHERS PRESENT
John Abdo	Edward Niznik, Superintendent,
Bruce Brach	Sharon Cihocki, School Business Administrator,
Mark Emery	Michelle Freeman, District Clerk,
Richard Gallo	Heidi Smith, HS Principal; Wendy Keehfus-Jones, BE
Michael Kramer	Principal; Jill Schafer, WL Principal; Jill Rowlands-Will, MS
Doug Muha	Principal;
Almanda Sturtevant	Marie Yager, Dick LaClair, Carl Kalk, Dave Hyatt
<u>MEMBERS EXCUSED</u>	

District Clerk, Michelle Freeman, called the Re-Organizational Meeting to order at 7:46 p.m.

Oath of Office to Board Members:

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

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. Muha nominated Mr. Michael Kramer, seconded by Mr. Emery. There were no further nominations and the polls were closed.

POLL VOTE: Members voting in favor of Mr. Kramer – 7: Mr. Brach, Mr. Emery, Mr. Kramer, Mr. Abdo Mr. Gallo, Mrs. Sturtevant and Mr. Muha. Members opposed – 0: Members absent – 0.

Mr. Kramer 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. Muha nominated Mrs. Almanda Sturtevant, seconded by Mr. Emery. There were no further nominations and the polls were closed.

POLL VOTE: Members voting in favor of Mrs. Sturtevant – 7: Mr. Brach, Mr. Emery, Mr. Kramer, Mr. Abdo, Mr. Gallo, Mrs. Sturtevant, Mr. Muha. Members opposed – 0. Members absent – 0.

Mrs. Sturtevant 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 2019-2020 school year. Mr. Abdo moved and Mr. Emery seconded, carried 7-0.

Mr. Kramer, President, administered the oath of office to the District Clerk.

RESOLUTIONS:

Mr. Abdo moved and Mr. Muha 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, invest school monies and advance school monies to other funds until funding is received as necessary for the 2019-2020 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 2019-2020 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, 2019 and ending June 30, 2020.
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, 2019 and ending June 30, 2020. 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:

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

Appointment of Charlotte Bourgeois as District Treasurer for the 2019-2020 school year.

Appointment of Beth Fox as Deputy Treasurer for the 2019-2020 school year.

Appointment of the Boonville Herald as the Official School Newspaper for the 2019-2020 school year.

Appointment of Community Bank, N.A., and NY Class to serve as Official Depositories of school funds for the 2019-2020 school year.

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

Appointment of Mrs. Dede Gardner as School Tax Collector for the 2019 tax collection period starting approximately August 21st through November 8th, 2019 at a stipend of \$4700.

Appointment of Heidi Smith as second signature of the Extra Classroom Activity Account for the 2019-2020 school year.

Appointment of Sharon Cihocki, Business Administrator, as Purchasing Agent for the 2019-2020 school year.

Appointment of Stackel & Navarra, P.C. as External Auditor for the 2019-2020 school year.

Appointment of Tonya Kazek as Internal Claims Auditor for the 2019-2020 school year.

Appointment of Ferrara Fiorenza, P.C. Law Firm, School Attorneys for the 2019-2020 school year.

Appointment of the Architect Firm of King & King, School Architects for the 2019-2020 school year.

Appointment of Mrs. Heidi Smith and Mr. Daniel Roberts as Title IX Officers for the 2019-2020 school year.

Appointment of Ms. Ashley Zeigler as Records Access Office for the 2019-2020 school year.

Appointment of Michelle Freeman as Records Management Officer for the 2019-2020 school year.

Mr. Brach nominated Mr. Kramer and Mr. Emery Delegate Board Member and Alternate Board Members respectively to serve on the Executive Committee of the Jefferson-Lewis School Boards Association.

Mr. Brach nominated 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. Abdo nominated Mr. Gallo and Mrs. Sturtevant as voting delegate and as alternate voting delegate respectively for the 2019-2020 School Boards Convention.

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

Appointment of Mrs. Wendy Foye as the Homeless Liaison for the 2019-2020 school year.

Appointment of Mrs. Linda Guernsey as the Home Schooling Liaison for the 2019-2020 school year.

Appointment of Mr. Daniel Roberts as the Education Official for SAVE Legislation for the 2019-2020 school year.

Appointment of the following Dignity For All Students Act Coordinators for the 2019-2020 school year:

- >> District Coordinator – Daniel Roberts >> Middle School – Jill Rowlands-Will, 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 Mr. Cameron Teachout, Ms. Cynthia Lauzon and Mr. Rodney Rowsam as certified pool operators for the 2019-2020 school year.

Appointment of Mrs. Karen Ingersoll as the Chemical Officer for the 2019-2020 school year.

Bond the Treasurer, Deputy Treasurer and Payroll 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 2019-2020 school year.

Authorization for the Business Office to release payment on claims audited by the Internal Claims Auditor for the 2019-2020 school year.

Authorization for the Superintendent to approve budget transfers as allowed by Commissioner’s Regulation 170.2 (up to \$1,500) for the 2019-2020 school year.

Approval to establish Petty Cash Funds for the 2019-2020 school year, as follows: Athletics - \$75; West Leyden - \$50; Forestport - \$35; Boonville Elem - \$50, High School - \$50; Middle School – \$50.

Appointment of Petty Cash disbursement officers for the 2019-2020 school year, as follows:

- Athletics >> Cynthia Lauzon High School >> Colleen Pritchard
- Boonville Elem >> Colleen Dorrity Middle School >> Crystal Suminguit
- West Leyden >> KK Adams

Authorization for the Superintendent to sign BOCES Services documents during the 2019-2020 school year.

Authorization for the Superintendent to certify payrolls for the 2019-2020 school year.

Authorization for the President of the Board of Education to sign returned tax statements for counties in the school district for the 2019-2020 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 2019-2020 school year.

Board members’ attendance at local and state School Board conferences and workshops with expenses paid for the 2019-2020 school year.

The Superintendent to attend conferences with expenses paid for the 2019-2020 school year.

The Superintendent to authorize all conferences for the 2019-2020 school year.

The Superintendent, Business Administrator and Curriculum Coordinator to apply for grants in aid for the 2019-2020 school year.

To pay the 2019-2020 dues for the Jefferson-Lewis School Boards Association in the amount of \$370.00.

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

Pay the 2019-2020 dues for the New York State School Boards Association in the amount of \$8,597.

Adirondack Central School Committee on Special Education for the 2019-2020 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, Sharon Luczynski, Kathy Lisowski, Jennifer Jedrich, Heather Perry, James Kolb, Bill Hornig, Kristen Korman, Elisa Palczak, TBD.

Parent Members: 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 2019-2020 school year:

CSE Chairperson: Wendy Foye. **Alternate CSE Chairpersons/School Psychologists:** Jamie Palczynski & Matt Boliver. **Special Ed. Teacher Members:** Kim Anderson, Delores Krutz, Sharon Luczynski, Kathy Lisowski, Jennifer Jedrich, Heather Perry, James Kolb, Bill Hornig, Kristen Korman, Elisa Palczak, TBD. **School Physician:** Oneida- Madison BOCES. **Guidance Counselors:** Kathy Grenier, Bryan Waterman and Nadine Medvit.

Adirondack Central School Committee on Preschool Special Education for the 2019-2020 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 2019-2020 school year:

504 Coordinator: Wendy Foye. **Alternate 504 Chairpersons:** Jamie Palczynski & Matt Boliver. **Team Members:** Heidi Smith, Dan Roberts, Jill Rowlands-Will, Jill Schafer, Wendy Keehfus-Jones, Kim Anderson, Kristen Korman, Delores Krutz, Sharon Luczynski, Kathy Lisowski, Jennifer Jedrich, Heather Perry, James Kolb, Bill Hornig, Elisa Palczak, TBD. **School Nurses:** Mary Healt, Leah Boek, Fawn Henry, Sandra Mercer, Tammy Smith. **Guidance Counselors:** Kathy Grenier, Bryan Waterman and Nadine Medvit.

Designate Kathy Menard as surrogate parents for the Committee on Special Education and Committee on Preschool Special Education for the 2019- 2020 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 2019-2020 school year.

Mr. Abdo moved and Mr. Gallo seconded; carried 7-0; the Board established the school breakfast, lunch, and snack milk prices for students for the 2019-2020 school year:

	2018-2019	2019-2020
Pre-K-12 Breakfast	\$1.20	\$1.25
Pre-K-5 Lunch	\$1.95	\$2.00
6-12 Lunch	\$2.20	\$2.25
Snack Milk	.40	.40

Mr. Gallo moved and Mr. Abdo seconded, carried 7-0; the Board established the non-teaching substitute hourly rates of pay for the 2019-2020 school year to reflect minimum wage :

AREA OF SERVICE	2018-2019	2019-2020
Food Service Helper	\$ 11.10	\$11.80
Teacher Aide	11.10	11.80
Monitor	11.10	11.80
Office Specialist I	11.10	11.80
Groundswoker/Cleaner	11.10	11.80
School Nurse	18.20	18.20
Bus Driver	17.00	18.00
Retired ACS Bus Driver		19.65

Mr. Abdo moved and Mr. Brach seconded, carried 7-0; the Board established the rate of pay for a certified substitute who is employed for 20 consecutive days in the same teaching assignment for the 2019-2020 school year will remain at \$150.

Mr. Gallo moved and Mr. Emery seconded, carried 7-0; the Board established the rate of pay for a substitute teacher as follows:

Teacher Substitutes	2018-2019	2019-2020
2- year degree	\$80	\$90
4-year degree	\$90	\$100
Certified teacher	\$115	\$120
Retired ACS teacher	\$125	\$130

Mr. Abdo moved and Mr. Gallo seconded, carried 7-0; the Board established the rate of pay for a tutor remain at \$25.00 an hour for the 2019-2020 school year.

Mr. Gallo moved and Mrs. Sturtevant seconded, carried 7-0; the Board established the 2019-2020 Non-Resident Tuition rates to remain at \$3,085.00 for Grades K-5 and \$7,247.00 for Grades 6-12.

Mr. Muha moved and Mr. Brach seconded, carried 7-0; the Board approved building principals to grant permission for parents to chaperone field trips for the 2019-2020 school year.

Mr. Brach moved and Mr. Muha seconded, carried 7-0; the Board authorizes Boonville Elementary teachers to walk their students to village sites, i.e. canal museum, Stewart’s, bowling alley, Sunset Nursing Home, etc.

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

Field trips to BREIA (Potato Hill Farm) throughout the 2019-2020 school year.

Academic, extracurricular and volunteer appointments for the 2019-2020 school year:

West Leyden Elem Yearbook Advisor	Brenda Dowling
Boonville Elem Yearbook Advisor	Daryl Persons
National Junior Honor Society Advisors	Kim Allen & Richard Cotton
Middle School Student Council Advisor	Meg Brown
International Club Advisor	Sarah Nieman
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
Advisor Class of 2020	Mary Ann Candee
Advisors Class of 2021	Jennifer Jedrich & Venice Martin
Advisors Class of 2022	Michelle Zeigler & Kathy Grenier
Advisors Class of 2023	Jennifer Jedrich & Venice Martin
Math Honor Society	Jamie Day
Spanish Club	Celeste Swiecki
High School Yearbook Advisors	Devon Carroll & Stacy Barlow
High School Student Council Advisors	Celeste Swiecki & Joan Sturtevant
National Honor Society	Venice Martin
Bookstore Advisor	Katrina Fiorenza
Skills USA Advisor	Katrina Fiorenza
FFA Advisor	Heather Sweeney
Youth Advisory Council Advisor	Crystal Leichty
GAA/Varsity Club Advisor	Brittany Lewis
HS Musical Director	Heather Nunneker
HS Musical Production Managers	Katrina Fiorenza & Crickett Jokajtys
HS Musical Orchestra Director (Pit Band)	Ryan O’Neil
HS Musical Scenic Art Director	Robert Lisowski

At 8:38 p.m. Mr. Abdo moved and Mr. Emery seconded, carried 7-0; to adjourn to the Regular Meeting immediately following.

Michelle Freeman, District Clerk