

BOARD OF EDUCATION
2017-2018 REORGANIZATIONAL MEETING

JULY 11, 2017
6:00 P.M. – LIBRARY

- I. Call to Order and Pledge – District Clerk
- II. Oath of Office
 - a. District Clerk
 - b. Superintendent
 - c. Newly elected members
 1. Steve Yancey
 2. Stephen Dodge
- III. Election of 2017-2018 Board President and Oath of Office
- IV. Election of 2017-2018 Board Vice President and Oath of Office
- V. Appointment of District Officers
 - a. District Clerk – Tracey Lewis
 - b. District Treasurer – Melanie Brouillette – bonded at \$300,000
 - c. Deputy Treasurer - Larry Nichols – bonded at \$300,000
 - d. District Tax Collector – Laura Fuess
 - e. Internal Claims Auditor – Jessica Clark
 - f. Extra-Classroom Activity Accounts – Tracey Lewis
 - g. Purchasing Agent – Melanie Brouillette / Alternate Michael Davis
- VI. Appointments
 - a. School Physician – Dr. Robert Burdick
 - b. School Attorney – Ferrara, Fiorenza, Larrison, Barrett and Reitz, P.C., Hancock & Estabrook and Costello Cooney Fearon PLLC
 - c. Attendance Officer – Linda Wood
 - d. Independent Auditor – Bowers & Company
 - e. Records Access Officer – Michael Davis
 - f. Records Management Officer – Melanie Brouillette
 - g. Representative to OMH (Tri County) School Boards Association – **Jona Snyder**, Alternate **Stephanie Tanner**
 - h. Representatives for District Contract Negotiations (2) – **Jona Snyder, Steve Yancey**
 - i. Compliance Coordinator – Building Principal Larry Nichols
 - j. Dignity Act Coordinator – Building Principal Larry Nichols, Elementary Principal Brian Latella, Committee on Special Education Chairperson Jan White, Guidance Counselor Michael Lee, and Counselor Kristen Frawley

- VII. Committee Appointments
- a. Committee on Special Education (CSE)
 - Parent or Person in Parental Relationship to the Student
 - Regular Education Teacher of the Student
 - Special Education Teacher of the Student
 - School Psychologist – Mr. Walter Owens
 - Chairperson/Administrator – Ms. Jan White
 - Subcommittee Chairperson – Ms. Michele Cotter
 - School Physician – Dr. Robert Burdick
 - Parent Member – Ms. Lori Hepburn
 - Other Persons Having Knowledge or Special Expertise Regarding the Student
 - Student, if appropriate
 - Office Assistant: Ms. Jessica Clark

 - b. Committee on Pre-School Education (CPSE)
 - Parent or Person in Parental Relationship to the Student
 - Regular Education Teacher of the Student
 - Special Education Teacher of the Student
 - School Psychologist – Mr. Walter Owens
 - Chairperson/Administrator – Ms. Jan White
 - Subcommittee Chairperson – Ms. Michele Cotter
 - School Physician – Dr. Robert Burdick
 - Parent Member – Ms. Lori Hepburn
 - Other Persons Having Knowledge or Special Expertise Regarding the Student
 - Student, if appropriate
 - Office Assistant: Ms. Jessica Clark
 - Early intervention Transition specialist, if appropriate
 - Representative from Madison County – Ms. Rosanne Lewis
 - Representative from Oneida County – Ms. Denise Slack

 - c. Acceptance to use Impartial Hearing Officer List as provided by NYSED Impartial Hearing Reporting System @pd.nysed.gov/specedhelp/ihrs.

 - d. District Safety Team – see enclosed list
- VIII. Designations
- Asbestos Designee – Christopher Post
 - Official Depository – Key Bank, National Bank and Trust, Bank of America, Berkshire Bank, HSBC and First Niagara Bank
 - Investment Banks – Bank of America, Chase Bank, National Bank and Trust and MBIA (Class), New York Liquid Assets Funds (NYLAF), Citizens Bank, HSBC, Key Bank and First Niagara Bank
 - Official Newspaper – Oneida Daily Dispatch
 - Health Consortium Representative – Michael Davis
 - Health Consortium Alternate Representative – Melanie Brouillette
 - Homeless Liaison – Jan White

- IX. Authorizations
 - Payroll Certification – Melanie Brouillette
 - Conference Approval – Michael Davis
 - Petty Cash Funds – Melanie Brouillette
 - Signatures for all checks, deposits for all funds except Extra Classroom Activity – Melanie Brouillette / Alternate Larry Nichols
 - Signatures for Extra Classroom Activity – Michael Davis and Tracey Lewis / Alternate Larry Nichols
 - Budgetary Transfers – Michael Davis
 - Applications and Reports for Federal Funds – Michael Davis
 - School Lunch and Breakfast Claims and Applications – Will Cotter
 - Authorization to Suspend
 - a. Michael Davis - Superintendent
 - b. Larry Nichols – Building Principal
 - c. Brian Latella – Elementary Principal
 - d. Jan White – Education Coordinator
 - Authorization for the use of the District Credit Card - Superintendent Michael Davis or his designee with a limit of \$2,500.00
- X. Adoption of Board Policies
- XI. Authorization to borrow up to \$900,000 in revenue anticipation notes for the 2017-2018 school year.
- XII. Approval of Mileage Reimbursement Rate at the IRS variable rate
- XIII. Approval of Annual Out of District Student Tuition of \$1,100.00 per year for 2017-2018
- XIV. Substitute Rate of Pay as per the attached worksheet
- XV. Adoption of Calendars
 - a. Board of Education Meetings
 - b. Establishment of Hours for Budget Vote and Election – Recommendation 12:00 Noon to 8:00 p.m. on May 15, 2018
- XVI. Appointment of Election Inspector and Clerks
 - a. Laura Fuess, Inspector
 - b. Barbara Andrews
 - c. Kathy Burns
- XVII. Acceptance of Free and Reduced Lunch Price Income Eligibility Guidelines for School Lunch 2017-2018
- XVIII. Approval of Extra-Curricular Organizations as listed on enclosed listing
- XIX. Additional Authorizations
 - a. Retiree Drug Subsidy (RDS) Center Authorized Representative Verification – Lisa M. Decker as Authorized Representative
- XX. Adjournment