

ADMINISTRATION

JASON A. MITCHELL

Superintendent

BRIAN J. LAELLA

*Director of Curriculum,
Instruction and Special
Education*

LARRY NICHOLS

Middle/High School Principal

LEEANN CUCCI

Elementary Principal

MELANIE BROUILLETTE

Treasurer



BOARD OF EDUCATION

JENNIFER LAVOIE

President

JONA SNYDER

Vice President

LAURA BILLINGS

JESSICA CLARK

MIKE FILIPOVICH

BRETT REITER

JENNAH TURNER

TRACEY LEWIS

District Clerk

Madison Central School District

7303 State Route 20, Madison, NY 13402

315-893-1878 • 315-893-7111 Fax

madisoncentralny.org

BOARD OF EDUCATION 2022-2023 REORGANIZATIONAL MEETING

JULY 5, 2022

6:00 P.M. - AUDITORIUM

- I. Call to Order and Pledge – District Clerk
- II. Oath of Office
 - a. District Clerk
 - b. Superintendent
 - c. Newly re-elected members
 1. Tobias Abrams
 2. Jennifer Lavoie
 3. Brett Reiter
- III. Election of 2022-2023 Board President and Oath of Office
- IV. Election of 2022-2023 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 – Amanda Barton
 - f. Extra-Classroom Activity Accounts – Tracey Lewis
 - g. Purchasing Agent – Melanie Brouillette / Alternate Jason Mitchell
- VI. Appointments
 - a. School Physician – Community Memorial Hospital (Contract previously approved for July 1, 2021 through June 30, 2024)
 - b. School Attorney – Ferrara, Fiorenza, Larrison, Barrett and Reitz, P.C., Hancock & Estabrook and Costello Cooney Fearon PLLC
 - c. Attendance Officer – Tracey Lewis
 - d. Independent Auditor – Mostert, Manzanero and Scott, LLP
 - e. Records Access Officer – Jason Mitchell
 - f. Records Management Officer – Melanie Brouillette
 - g. Representative to OMH (Tri County) School Boards Association – Jona Snyder, Alternate Laura Billings
 - h. Representatives for District Contract Negotiations (2) – Mike Filipovich and Jona Snyder
 - i. Dignity Act Coordinator – MS/HS Principal Larry Nichols, Elementary Principal LeeAnn Cucci, Committee on Special Education Chairperson Brian Latella, School Counselors Michael Lee and Jennifer Buckley

Commitment to Excellence

- j. Compliance Coordinator - Brian Latella, Director of Curriculum, Instruction and Special Education
- k. Director of Physical Education - Larry Nichols
- l. Title IX Coordinator - Brian Latella, Director of Curriculum, Instruction and Special Education
- m. Data Protection Officer – Kurt Peavey
- n. Medicaid Compliance Officer - Brian Latella
- o. HIPAA Compliance Officer - Brian Latella, Director of Curriculum, Instruction and Special Education

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 – Robert Magee
 - Chairperson/Administrator – Brian Latella
 - Subcommittee Chairperson – Robert Magee
 - School Physician
 - Parent Member – TBD
 - Other Persons Having Knowledge or Special Expertise Regarding the Student Student, if appropriate
 - Office Assistant: Shania Stoddard
- 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 – Robert Magee
 - Chairperson/Administrator – Brian Latella
 - Subcommittee Chairperson – Robert Magee
 - School Physician
 - Parent Member – TBD
 - Other Persons Having Knowledge or Special Expertise Regarding the Student Student, if appropriate
 - Office Assistant: Shania Stoddard
 - Early intervention Transition specialist, if appropriate
 - Representative from Madison County – Ms. Rosanne Lewis
 - Representative from Oneida County – Ms. Barb Pelligrino
- c. Acceptance to use Impartial Hearing Officer List as provided by NYSED Impartial Hearing Reporting System @pd.nysed.gov/specedhelp/ihrs.
- d. District Wide Safety Plan
- e. District Safety Team – see enclosed list

- VIII. Designations
 Asbestos Designee – Christopher Post
 Official Depository – Key Bank, National Bank and Trust, Bank of America, 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 – Melanie Brouillette / Alternate Jason Mitchell
 Homeless Liaison – Brian Latella
 Homeschool Coordinator - Brian Latella
 Worker’s Compensation Consortium Representative – Melanie Brouillette / Alternate Jason Mitchell
- IX. Authorizations
 Payroll Certification – Melanie Brouillette
 Conference Approval – Jason Mitchell
 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 – Jason Mitchell and Tracey Lewis / Alternate
 Larry Nichols
 Budgetary Transfers – Jason Mitchell
 Applications and Reports for Federal Funds – Jason Mitchell
 School Lunch and Breakfast Claims and Applications – William Cotter
 Authorization to Suspend
 a. Jason Mitchell - Superintendent
 b. Brian Latella - Director of Curriculum, Instruction and Special Education
 c. Larry Nichols – MS/HS Principal
 d. LeeAnn Cucci – Elementary Principal
 Authorization for the use of the District Credit Card - Superintendent Jason Mitchell 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 2022-2023 school year.
- XII. Approval of Mileage Reimbursement Rate at the IRS variable rate
- XIII. Approval of Annual Reserve Report
- XIV. Approval of Annual Out of District Student Tuition of \$1,100.00 per year for 2022-2023
- XV. Substitute Rate of Pay as per the attached worksheet
- XVI. 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
 16, 2023

XVII. Appointment of Election Inspector and Clerks

- a. Susan Anderson, Inspector
- b. Gary Anderson, Inspector
- c. Diane Janney, Inspector
- d. Laura Fuess
- e. Jo Blunt
- f. Gerry Peckham
- g. Barbara Andrews
- h. Kathy Burns
- i. Alternate - Tracey Lewis
- j. Alternate - Melanie Brouillette

XVIII. Acceptance of Free and Reduced Lunch Price Income Eligibility Guidelines for School Lunch 2022-2023

XIX. Approval of Extra-Curricular Organizations as listed on enclosed listing

XX. Additional Authorizations

- a. Retiree Drug Subsidy (RDS) Center Authorized Representative Verification – Lisa M. Decker as Authorized Representative

XXI. Adjournment

2022-2023 Madison CSD

District-Wide Safety Team Membership

Jennifer Lavoie, Board of Education Representative

Laura Billings, Board Member

Jason Mitchell, Superintendent

Brian Latella, Director of Curriculum, Instruction and Special Education

Larry Nichols, MS/HS Principal

LeeAnn Cucci, Elementary Principal

Matt Bruno, Agriculture Teacher

Joseph Burdick, Teacher

Kurt Peavey, Parent Representative

Andrew Nichols, Student Representative

Cheryl Livermore, PTO Representative

Melanie Brouillette, Treasurer

Lindsay Gallagher, School Nurse

Christopher Post, Maintenance

Ronald Carney, Madison Fire Department

Sgt. Krystyna Feola, Madison County Sheriff

Brian DeRochie, NYS Troopers

Reba McIntosh, Utica National Insurance

Jack Angrisano, BOCES

Jeff Pieters-Hayduke, Head of Transportation

CodesJpbs

Job/Budget Code Table				
Athletic Run	A 5510.165	16.45	19	Job 1 Wk1
Field Trip	A 5510.164	16.45	19	Job 2 Wk1
Bus Driver (Regular)	A 5510.163		19	Job 3 Wk1
Late Run	A 5510.166		19	Job 4 Wk1
Other Run	A 5510.167		19	Job 1 Wk2
Sub Teacher- Cert	A 2110.140	110.00	19	Job 2 Wk2
Sub Teacher-Non-Cert	A 2110.140	105.00	19	Job 3 Wk2
Bus Substitute	A 5510.169	20.00	19	Job 4 Wk2
Chaperone	A 2855.150	Per Contract		
Student Helper	A 5510.168	13.20		
Detention Monitor	A 2110.160	13.20		
Tutor - Non Staff	A 2110.140	25.00		
Sub Typist	A 2020.169	13.20		
Sub Teacher's Aide	A 2110.169	13.20		
Sub Cleaner	A 1620.169	13.20		
Sub Food Service	C 2860.169	13.20		
Sub Nurse	A 2815.169	24.00		
Snow Plowing	A 5510.167	14.30		
	-			
SUBSTITUTE				
PREVIOUS PAYROLL				
BUS DRIVER				
CLEANER				
FOOD SERVICE				
TEACHER AIDE				
CLERICAL				
CHAPERONE				

Rates for 2022-2023

Athletic Run	- \$16.45
Field Trip	- \$16.45
Substitute Teacher Certified	- \$110.00
Substitute Teacher Non-Certified	- \$105.00
Substitute Nurse	- \$ 24.00
Snow Plowing	- \$ 14.30

Madison Central School Board of Education

Meeting Schedule for 2022-2023

All meetings begin at 6:30 pm

Regular Meetings are 3rd Tuesday of each month and
Workshops are the 1st Tuesday of each month as listed unless noted

July 5, 2022 – Reorganizational & Regular Meeting 6:00 pm & 6:30 pm

August 16, 2022 - R

September 20, 2022 - R

October 18, 2022 – R

November 15, 2022 - R

December 20, 2022 – R

January 17, 2023 – R

February 14, 2023 – R

March 7, 2023 - BW

March 21, 2023 – R

April 4, 2023 – BW

April 18, 2023 – R & BOCES Vote

May 2, 2023 – Budget Hearing

May 16, 2023 – Budget Vote & R @ 7:30 pm

June 6, 2023 - W

June 20, 2023 - R

R – Regular Meeting

BW – Budget Workshop Meeting

W – Workshop Meeting

There will be an agenda planning meeting on the **Wednesday** before the week of each board meeting. **The President and Vice President** will be expected to attend this meeting with the Superintendent.

ANNUAL NEWS RELEASE - PUBLIC ANNOUNCEMENT

Madison Central School District today announced a free and reduced price meal (Free Milk) policy for Madison Central School area school children. Local school officials have adopted the following family eligibility criteria to assist them in determining eligibility:

2022-2023 INCOME ELIGIBILITY GUIDELINES FOR FREE AND REDUCED PRICE MEALS OR FREE MILK

Free Eligibility Scale						Reduced Price Eligibility Scale					
Free Lunch, Breakfast, Milk						Reduced Price Lunch, Breakfast					
Household Size	Annual	Monthly	Twice per Month	Every Two Weeks	Weekly	Household Size	Annual	Monthly	Twice per Month	Every Two Weeks	Weekly
1	\$ 17,667	\$ 1,473	\$ 737	\$ 680	\$ 340	1	\$ 25,142	\$ 2,096	\$ 1,048	\$ 967	\$ 484
2	\$ 23,803	\$ 1,984	\$ 992	\$ 916	\$ 458	2	\$ 33,874	\$ 2,823	\$ 1,412	\$ 1,303	\$ 652
3	\$ 29,939	\$ 2,495	\$ 1,248	\$ 1,152	\$ 576	3	\$ 42,606	\$ 3,551	\$ 1,776	\$ 1,639	\$ 820
4	\$ 36,075	\$ 3,007	\$ 1,504	\$ 1,388	\$ 694	4	\$ 51,338	\$ 4,279	\$ 2,140	\$ 1,975	\$ 988
5	\$ 42,211	\$ 3,518	\$ 1,759	\$ 1,624	\$ 812	5	\$ 60,070	\$ 5,006	\$ 2,503	\$ 2,311	\$ 1,156
6	\$ 48,347	\$ 4,029	\$ 2,015	\$ 1,860	\$ 930	6	\$ 68,802	\$ 5,734	\$ 2,867	\$ 2,647	\$ 1,324
7	\$ 54,483	\$ 4,541	\$ 2,271	\$ 2,096	\$ 1,048	7	\$ 77,534	\$ 6,462	\$ 3,231	\$ 2,983	\$ 1,492
8	\$ 60,619	\$ 5,052	\$ 2,526	\$ 2,332	\$ 1,166	8	\$ 86,266	\$ 7,189	\$ 3,595	\$ 3,318	\$ 1,659
Each Add'l person add	\$ 6,136	\$ 512	\$ 256	\$ 236	\$ 118	Each Add'l person add	\$ 8,732	\$ 728	\$ 364	\$ 336	\$ 168

SNAP/TANF/FDPIR Households: Households that currently include children who receive the Supplemental Nutrition Assistance Program (SNAP) but who are not found during the Direct Certification Matching Process (DCMP), or households that currently receive Temporary Assistance to Needy Families (TANF), or the Food Distribution Program on Indian Reservations (FDPIR) must complete an application listing the child's name, a valid SNAP, TANF, or FDPIR case number and the signature of an adult household member. Eligibility for free meal benefits based on participation in SNAP, TANF or FDPIR is extended to all children in the household. When known to the School Food Authority, households will be notified of their children's eligibility for free meals based on their participation in the SNAP, TANF or the FDPIR programs. No application is necessary if the household was notified by the SFA their children have been directly certified. If the household is not sure if their children have been directly certified, the household should contact the school.

Other Source Categorical Eligibility: When known to the School Food Authority, households will be notified of any child's eligibility for free meals based on the individual child's designation as Other Source Categorically Eligible, as defined by law. Children are determined Other Source Categorically Eligible if they are Homeless, Migrant, Runaway, A foster child, or Enrolled in Head Start or an eligible pre-kindergarten program.

If children or households receive benefits under Assistance Programs or Other Source Categorically Eligible Programs and are not listed on the notice of eligibility and are not notified by the School Food Authority of their free meal benefits, the parent or guardian should contact the school or should submit an income application.

Other Households: Households with income the same or below the amounts listed above for family size may be eligible for and are urged to apply for free and/or reduced price meals (or free milk). They may do so by completing the application sent home with the letter to parents. One application for all children in the household should be submitted. Additional copies are available at the principal's office in each school. Applications may be submitted any time during the school year to William Cotter. Please contact William Cotter at 315-893-1878 ext. 110 with any questions regarding the application process.

Households notified of their children's eligibility must contact the School Food Authority if they choose to decline the free meal benefits. Households may apply for benefits at any time throughout the school year. Children of parents or guardians who become unemployed or experience a financial hardship mid-year may become eligible for free and reduced price meals or free milk at any point during the school year.

For up to 30 operating days into the new school year (or until a new eligibility determination is made, whichever comes first) an individual child's free or reduced price eligibility status from the previous year will continue within the same SFA. When the carryover period ends, unless the household is notified that their children are directly certified or the household submits an application that is approved, the children's meals must be claimed at the paid rate. Though encouraged to do so, the SFA is not required to send a reminder or a notice of expired eligibility.

The information provided on the application will be confidential and will be used for determining eligibility. The names and eligibility status of participants may also be used for the allocation of funds to federal education programs such as Title I and National Assessment of Educational Progress (NAEP), State health or State education programs, provided the State agency or local education agency administers the programs, and for federal, State or local means-tested nutrition programs with eligibility standards comparable to the NSLP. Eligibility information may also be released to programs authorized under the National School Lunch Act (NSLA) or the Child Nutrition Act (CNA). The release of information to any program or entity not specifically authorized by the NSLA will require a written consent statement from the parent or guardian.

The School Food Authority does, however, have the right to verify at any time during the school year the information on the application. If a parent does not give the school this information, the child/children will no longer be able to receive free or reduced price meals (free milk).

Foster children are eligible for free meal benefits. A separate application for a foster child is no longer necessary. Foster children may be listed on the application as a member of the family where they reside. Applications must include the foster child's name and personal use income.

Under the provisions of the policy, the designated official will review applications and determine eligibility. If a parent is dissatisfied with the ruling of the designated official, he/she may make a request either orally or in writing for a hearing to appeal the decision. Mr. Jason A. Mitchell, Superintendent, whose address is 7303 State Route 20, Madison, NY 13402 has been designated as the Hearing Official. Hearing procedures are outlined in the policy. However, prior to initiating the hearing procedure, the parent or School Food Authority may request a conference to provide an opportunity for the parent and official to discuss the situation, present information, and obtain an explanation of the data submitted in the application or the decisions rendered. The request for a conference shall not in any way prejudice or diminish the right to a fair hearing.

Only complete applications can be approved. This includes complete and accurate information regarding: the SNAP, TANF, or FDIPIR case number; the names of all household members; on an income application, the last four digits of the social security number of the person who signs the form or an indication that the adult does not have one, and the amount and source of income received by each household member. In addition, the parent or guardian must sign the application form, certifying the information is true and correct.

Beginning July 1, 2019, students in New York State that are approved for reduced price meals will receive breakfast and lunch meals at no charge.

Nondiscrimination Statement: This explains what to do if you believe you have been treated unfairly.

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotope, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. **fax:**
(833) 256-1665 or (202) 690-7442; or
3. **email:**
program.intake@usda.gov

This institution is an equal opportunity provider.

2022-23
Extra Classroom Activities

Class of 2022

Class of 2023

Class of 2024

Class of 2025

Class of 2025

Art Club

Band

Chorus

Drama

FFA

Foreign Club

Library Club

MADKA

Mathletics

National Honor Society

SADD

Student Council

Technology Club