

DRAFT

The Reorganizational Meeting of the Board of Education of Madison Central School was held on July 10, 2018 at 6:00 pm in the library.

MEMBERS PRESENT: Mr. Stephen Dodge
Mrs. Jennifer Lavoie
Mr. Jona Snyder
Mrs. Stephanie Tanner
Mr. Steven Yancey
Mrs. Laurie Zbock

MEMBERS ABSENT: Ms. Beverly Biedermann

OTHERS PRESENT: Mr. Michael Davis, Superintendent
Mr. Larry Nichols, Building Principal
Mr. Brian Latella, Elementary Principal
Mrs. Melanie Brouillette, Treasurer
Ms. Tracey Lewis, District Clerk
Additional attendees in audience

- I. Call to Order and Pledge – District Clerk
 - a. Tracey Lewis, District Clerk, called the meeting to order at 6:15 pm.
- II. Oath of Office – The Oaths of Office were taken by the following individuals at this time.
 - a. District Clerk
 - b. Superintendent
 - c. Newly elected members
 1. Jennifer Lavoie
 2. Laurie Zbock
- III. Election of 2018-2019 Board President and Oath of Office – one nomination – Stephanie Tanner

MOTION # 1 – ELECT STEPHANIE TANNER AS BOARD PRESIDENT

ON THE MOTION of Mr. Yancey, seconded by Mrs. Lavoie, the board moved to elect Stephanie Tanner as the 2018-19 Board of Education President. Motion carried 6 yes, 0 no. Mrs. Tanner took her Oath of Office at this time.

- IV. Election of 2018-2019 Board Vice President and Oath of Office – nomination – Jona Snyder

MOTION # 2 – ELECT JONA SNYDER AS BOARD VICE PRESIDENT

ON THE MOTION of Mrs. Lavoie, seconded by Mr. Yancey, the board moved to elect Jona Snyder as the 2018-19 Board of Education Vice President, Motion carried 6 yes, 0 no. Mr. Snyder took his Oath of Office at this time.

- 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 – Brian Latella
 - f. Extra-Classroom Activity Accounts – Tracey Lewis
 - g. Purchasing Agent – Melanie Brouillette / Alternate Michael Davis

MOTION # 3 – APPROVAL OF APPOINTMENT OF DISTRICT OFFICERS

ON THE MOTION of Mr. Yancey, seconded by Mr. Dodge, the board moved to approve the Appointment of District Officers as listed above. Motion carried 6 yes, 0 no.

- 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 TBD, Guidance Counselor Michael Lee, and Counselor Kristen Frawley

MOTION # 4 – APPROVAL OF APPOINTMENTS

ON THE MOTION of Mr. Snyder, seconded by Mr. Yancey, the board moved to approve the appointments as listed above. Motion carried 6 yes, 0 no.

- 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 – TBD
 - 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: Johanna Kaul
 - 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 – TBD
 - 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: Johanna Kaul
 - 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

MOTION # 5 – APPROVAL OF COMMITTEE APPOINTMENTS

ON THE MOTION of Mr. Yancey, seconded by Mr. Snyder, the board moved to approve the Committee Appointments as listed above. Motion carried 6 yes, 0 no.

- 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 – TBD

MOTION # 6 – APPROVAL OF DESIGNATIONS

ON THE MOTION of Mr. Snyder, seconded by Mrs. Lavoie, the board moved to approve the Designations as listed above. Motion carried 6 yes, 0 no.

- 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. TBD – Education Coordinator
Authorization for the use of the District Credit Card - Superintendent Michael Davis or his designee with a limit of \$2,500.00

MOTION # 7 – APPROVAL OF AUTHORIZATIONS

ON THE MOTION of Mr. Snyder, seconded by Mr. Yancey, the board moved to approve the Authorizations as listed above. Motion carried 6 yes, 0 no.

- X. Adoption of Board Policies

MOTION # 8 – ADOPTION OF BOARD POLICIES

ON THE MOTION of Mr. Snyder, seconded by Mr. Dodge, the board moved to adopt the board policies as found in the Board Policy Manual. Motion carried 6 yes, 0 no.

- XI. Authorization to borrow up to \$900,000 in revenue anticipation notes for the 2018-2019 school year.

MOTION # 9 – AUTHORIZATION TO BORROW

ON THE MOTION of Mr. Snyder, seconded by Mr. Yancey, the board moved to approve the authorization to borrow up to \$900,000 in revenue anticipation notes for the 2018-19 school year. Motion carried 6 yes, 0 no.

- XII. Approval of Mileage Reimbursement Rate at the IRS variable rate

MOTION # 10 – APPROVAL OF MILEAGE REIMBURSEMENT RATE

ON THE MOTION of Mr. Yancey, seconded by Mrs. Lavoie, the board moved to approve the Mileage Reimbursement Rate at the IRS variable rate. Motion carried 6 yes, 0 no.

XIII. Approval of Annual Reserve Report

MOTION # 11 – APPROVAL OF ANNUAL RESERVE REPORT

ON THE MOTION of Mr. Dodge, seconded by Mrs. Lavoie, the board moved to approve the Annual Reserve Report. Motion carried 6 yes, 0 no.

XIV. Approval of Annual Out of District Student Tuition of \$1,100.00 per year for 2018-2019

MOTION # 12 – APPROVAL OF ANNUAL OUT OF DISTRICT TUITION

ON THE MOTION of Mr. Snyder, seconded by Mrs. Zbock, the board moved to approve the annual Out of District Tuition rate of \$1,100.00 per year for 2018-19. Motion carried 6 yes, 0 no.

XV. Substitute Rate of Pay as per the attached worksheet – Use Revised Version that includes increased minimum wage amount

MOTION # 13 – APPROVAL OF SUBSTITUTE RATE OF PAY

ON THE MOTION of Mr. Snyder, seconded by Mrs. Zbock, the board moved to approve the Substitute Rate of Pay as per the revised version that includes the increase in minimum wage amount. Motion carried 6 yes, 0 no.

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 21, 2019

MOTION # 14 – ADOPTION OF CALENDARS

ON THE MOTION of Mrs. Lavoie, seconded by Mr. Snyder, the board moved to adopt the calendars for the Board of Education Meetings and the establishment of the Budget Vote and Election. Motion carried 6 yes, 0 no.

XVII. Appointment of Election Inspector and Clerks

- a. Laura Fuess, Inspector
- b. Barbara Andrews
- c. Kathy Burns

MOTION # 15 – APPOINTMENT OF ELECTION INSPECTOR AND CLERKS

ON THE MOTION of Mr. Yancey, seconded by Mr. Dodge, the board moved to approve the appointment of the Election Inspectors and Clerks as listed above. Motion carried 6 yes, 0 no.

XVIII. Acceptance of Free and Reduced Lunch Price Income Eligibility Guidelines for School Lunch 2018-2019

MOTION # 16 – ACCEPTANCE OF FREE AND REDUCED LUNCH PRICE INCOME GUIDELINES

ON THE MOTION of Mr. Dodge, seconded by Mr. Snyder, the board moved to accept the free and reduced lunch price income eligibility guidelines for school lunch for 2018-19. Motion carried 6 yes, 0 no.

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

MOTION # 17 – APPROVAL OF EXTRA-CURRICULAR ORGANIZATIONS

ON THE MOTION of Mr. Snyder, seconded by Mrs. Lavoie, the board moved to approve the list of Extra-Curricular Organizations for 2018-19. Motion carried 6 yes, 0 no.

XX. Additional Authorizations

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

MOTION # 18 – APPROVAL OF ADDITIONAL AUTHORIZATIONS

ON THE MOTION of Mr. Yancey, seconded by Mrs. Lavoie, the board moved to approve the additional authorizations as listed above. Motion carried 6 yes, 0 no.

XXI. Adjournment

MOTION # 19 – ADJOURNMENT

ON THE MOTION of Mr. Yancey, seconded by Mrs. Zbock, the board moved to adjourn the Reorganizational Meeting at 6:27 pm. Motion carried 6 yes, 0 no.