

**DRAFT**

The Reorganizational Meeting of the Board of Education of Madison Central School was held on July 9, 2019 at 7:00 pm in the auditorium.

**MEMBERS PRESENT:** Ms. Jessica Clark  
Ms. Stephanie Clark  
Mr. Mike Filipovich  
Mrs. Jennifer Lavoie  
Mrs. Brittany Rizzo  
Mr. Jona Snyder  
Mr. Steven Yancey

**MEMBERS ABSENT:** None

**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

- I. Call to Order and Pledge – District Clerk
  - a. Ms. Lewis, District Clerk, called the meeting to order at 6:01 pm.
  
- II. Oath of Office – Oaths were taken by the following individuals at this time.
  - a. District Clerk
  - b. Superintendent
  - c. Newly elected members
    1. Jessica Clark
    2. Mike Filipovich
    3. Brittany Rizzo
  
- III. Election of 2019-2020 Board President and Oath of Office
  - a. Mr. Snyder nominated Jennifer Lavoie.

**MOTION # 1 – ELECTION OF JENNIFER LAVOIE AS BOARD PRESIDENT**

ON THE MOTION of Mr. Snyder, seconded by Mr. Filipovich, the board moved to approve Jennifer Lavoie as the Board President for the 2019-20 school year. Motion carried 7 yes, 0 no.

- IV. Election of 2019-2020 Board Vice President and Oath of Office
  - a. Ms. Clark nominated Mike Filipovich.
  - b. Mrs. Rizzo nominated Jona Snyder.
  - c. A vote by ballot was held with results of 5 votes for Filipovich and 2 votes for Snyder.

**MOTION # 2 – ELECTION OF MIKE FILIPOVICH AS BOARD VICE PRESIDENT**

ON THE MOTION of Ms. Clark, seconded by Mr. Snyder, the board moved to approve Mike Filipovich as the Board Vice President for the 2019-20 school year. Motion carried 7 yes, 0 no.

V. Appointment of District Officers

**MOTION # 3 – APPROVAL OF APPOINTMENT OF DISTRICT OFFICERS**

ON THE MOTION of Mr. Filipovich, seconded by Mrs. Rizzo, the board moved to approve the following list 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 – Johanna Kaul
- f. Extra-Classroom Activity Accounts – Tracey Lewis
- g. Purchasing Agent – Melanie Brouillette / Alternate Michael Davis

Motion carried 7 yes, 0 no.

VI. Appointments

**MOTION # 4 – APPROVAL OF APPOINTMENTS**

ON THE MOTION of Mr. Filipovich, seconded by Mrs. Rizzo, the board moved to approve the following list of Appointments:

- a. School Physician – Community Memorial Hospital
- 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 – Mostert, Manzanero and Scott, LLP
- 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) – **Mike Filipovich, 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 Brian Latella, Guidance Counselor Michael Lee, and Counselor Rachel DiGeorge

Motion carried 7 yes, 0 no.

VII. Committee Appointments

**MOTION # 5 – APPROVAL OF COMMITTEE APPOINTMENTS**

ON THE MOTION of Ms. Clark, seconded by Mr. Yancey, the board moved to approve the following list of 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 – Walter Owens  
Chairperson/Administrator – Brian Latella  
Subcommittee Chairperson – Michele Cotter  
School Physician  
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 – Walter Owens  
Chairperson/Administrator – Brian Latella

Subcommittee Chairperson – Michele Cotter  
School Physician  
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 (with edits)

Motion carried 7 yes, 0 no.

#### VIII. Designations

##### **MOTION # 6 – APPROVAL OF DESIGNATIONS**

ON THE MOTION of Mrs. Rizzo, seconded by Mr. Filipovich, the board moved to approve the following 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 – Melanie Brouillette  
Health Consortium Alternate Representative – TBD  
Homeless Liaison – Larry Nichols  
Worker’s Compensation Consortium Representative – Melanie Brouillette  
Worker’s Compensation Consortium Alternate Representative - TBD

Motion carried 7 yes, 0 no.

#### IX. Authorizations

##### **MOTION # 7 – APPROVAL OF AUTHORIZATIONS**

ON THE MOTION of Mrs. Rizzo, seconded by Mr. Snyder, the board moved to approve the following 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  
Authorization for the use of the District Credit Card - Superintendent Michael Davis or his designee with a limit of \$2,500.00

Motion carried 7 yes, 0 no.

- X. Adoption of Board Policies

**MOTION # 8 – ADOPTION OF BOARD POLICIES**

ON THE MOTION Mr. Snyder, seconded by Ms. Clark, the board moved to adopt all the Board Policies. Motion carried 7 yes, 0 no.

- XI. Authorization to borrow up to \$900,000 in revenue anticipation notes for the 2019-2020 school year.

**MOTION # 9 – AUTHORIZATION TO BORROW**

ON THE MOTION of Ms. Clark, seconded by Mrs. Clark, the board moved to approve the authorization to borrow up to \$900,000 in revenue anticipation notes for the 2019-20 school year. Motion carried 7 yes, 0 no.

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

**MOTINO # 10 – APPROVAL OF MILEAGE REIMBURSEMENT RATE**

ON THE MOTION of Mr. Filipovich, seconded by Ms. Clark, the board moved to approve the Mileage Reimbursement Rate at the IRS variable rate. Motion carried 7 yes, 0 no.

- XIII. Approval of Annual Reserve Report

**MOTION # 11 – APPROVAL OF THE ANNUAL RESERVE REPORT**

ON THE MOTION of Mr. Snyder, seconded by Mr. Filipovich, the board moved to approve the Annual Reserve Report. Motion carried 7 yes, 0 no,

- XIV. Approval of Annual Out of District Student Tuition of \$1,100.00 per year for 2019-2020

**MOTION # 12 – APPROVAL OF ANNUAL OUT OF DISTRICT TUITION**

ON THE MOTION of Ms. Clark, seconded by Mrs. Rizzo, the board moved to approve the annual Out of District Student Tuition of \$1,100.00 per year for the 2019-20 school year. Motion carried 7 yes, 0 no.

- XV. Substitute Rate of Pay as per the attached worksheet

**MOTION # 13 – APPROVAL OF SUBSTITUTE RATE OF PAY**

ON THE MOTION of Mr. Sndyer, seconded by Mrs. Rizzo, the board moved to approve the Substitute Rate of Pay as per the attached worksheet. Motion carried 7 yes, 0 no.

- XVI. Adoption of Calendars

**MOTION # 14 – ADOPTION OF CALENDARS**

ON THE MOTION of Ms. Clark, seconded by Mrs. Rizzo, the board moved to adopt the calendars for board meetings and budget votes as listed below:

- a. Board of Education Meetings - Tuesdays at 7 pm
- b. Establishment of Hours for Budget Vote and Election – Recommendation 12:00 Noon to 8:00 p.m. on May 19, 2020

Motion carried 7 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. Snyder, seconded by Mrs. Rizzo, the board moved to approve the appointment of the Laura Fuess as Election Inspector an Barbara Andrews and Kathy Burns as Election Clerks. Motion carried 7 yes, 0 no.

XVIII. Acceptance of Free and Reduced Lunch Price Income Eligibility Guidelines for School Lunch 2019-2020

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

ON THE MOTION of Ms. Clark, seconded by Mr. Snyder, the board moved to accept the Free and Reduced Lunch Price Income Eligibility Guideline for School Lunch for the 2019-20 school year. Motion carried 7 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. Rizzo, the board moved to approve the list of Extra-Curricular Organizations for the 2019-20 school year. Motion carried 7 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. Snyder, seconded by Mrs. Rizzo, the board moved to approve the Additional Authorizations of Lisa M. Decker as the Authorized Representative for the Retiree Drug Subsidy (RDS). Motion carried 7 yes, 0 no.,.

XXI. Adjournment

**MOTION # 19 – ADJOURNMENT**

ON THE MOTION of Ms. Clark, seconded by Mrs. Rizzo, the board moved to adjourn the Reorganizational Meeting at 6:24 pm. Motion carried 7 yes, 0 no.