

The Reorganizational Meeting of the Board of Education of Madison Central School was held on July 5, 2022 at 6:00 pm in the cafeteria.

MEMBERS PRESENT: Mr. Tobias Abrams
Mrs. Laura Billings
Ms. Jessica Clark - 6:12 pm
Mrs. Jennifer Lavoie
Mr. Brett Reiter
Mr. Jona Snyder
Ms. Jennah Turner

MEMBERS ABSENT: None

OTHERS PRESENT: Mr. Jason Mitchell, Superintendent
Mrs. LeeAnn Cucci, Elementary Principal
Mr. Larry Nichols, MS/HS Principal
Mr. Brian Latella, Director of Curriculum
Mrs. Melanie Brouillette, Treasurer
Ms. Tracey Lewis, District Clerk

- I. Call to Order and Pledge – District Clerk
 - a. The meeting was called to order at 6:02 pm by Tracey Lewis, District Clerk.
- II. Oath of Office - The following individuals took their Oath of Office at this time.
 - a. Tracey Lewis, District Clerk
 - b. Jason Mitchell, 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
 - a. The District Clerk opened the floor for nominations for the office of President. There was only one nomination. Ms. Turner nominated Jennifer Lavoie.

MOTION # 1 - NOMINATION AND VOTE FOR PRESIDENT

ON THE MOTION of Ms. Turner, seconded by Mr. Reiter, the Board moved to approve Jennifer Lavoie as President of the Board of Education for the 2022-23 school year. Motion carried 6 yes, 0 no.

Mrs. Lavoie took her Oath of Office as President and took over the meeting.

- IV. Election of 2022-2023 Board Vice President and Oath of Office
 - a. The President opened the floor for nominations for the office of Vice President. There was only one nomination for the office of Vice President. Ms. Turner nominated Jona Snyder.

MOTION # 2 - NOMINATION AND VOTE FOR VICE PRESIDENT

ON THE MOTION of Ms. Turner, seconded by Mrs. Lavoie, the Board moved to approve Jona Snyder as Vice President of the Board of Education for the 2022-23 school year. Motion carried 6 yes, 0 no.

Mr. Snyder took his Oath of Office as Vice President.

V. Appointment of District Officers

MOTION # 3 - APPOINTMENT OF DISTRICT OFFICERS

ON THE MOTION of Mr. Snyder, seconded by Mrs. Billings, 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 – Amanda Barton
- f. Extra-Classroom Activity Accounts – Tracey Lewis
- g. Purchasing Agent – Melanie Brouillette / Alternate Jason Mitchell

Motion carried 6 yes, 0 no.

VI. Appointments

MOTION # 4 - APPOINTMENTS

ON THE MOTION of Mr. Snyder, seconded by Ms. Turner, the Board moved to approve the following 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) – Laura Billings 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
- 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

Motion carried 6 yes, 0 no.

VII. Committee Appointments

MOTION # 5 - APPROVAL OF COMMITTEE APPOINTMENTS

ON THE MOTION of Mr. Snyder, seconded by Ms. Turner, the Board moved to approve the following 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

Motion carried 6 yes, 0 no.

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

MOTION # 6 - ACCEPTANCE OF IMPARTIAL HEARING OFFICER LIST

ON THE MOTION of Mrs. Billings, seconded by Ms. Turner, the Board moved to approve the Impartial Hearing Officer List as provided. Motion carried 6 yes, 0 no.

- d. District Wide Safety Plan - this was previously approved and does not need to be done again

- e. District Safety Team – see enclosed list

MOTION # 7 - APPROVAL OF DISTRICT SAFETY TEAM (AMENDED)

ON THE MOTION of Mrs. Billings, seconded by Mr. Snyder, the Board moved to approve the District Safety Team as amended. Motion carried 6 yes, 0 no.

VIII. Designations

MOTION # 8 - APPROVAL OF DESIGNATIONS

ON THE MOTION of Mrs. Billings, seconded by Mr. Snyder, the Board moved to approve the following list of 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

Motion carried 6 yes, 0 no.

IX. Authorizations

MOTION # 9 - APPROVAL OF AUTHORIZATIONS

ON THE MOTION of Mrs. Billings, seconded by Mr. Snyder, the Board moved to approve the following list of 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

Motion carried 6 yes, 0 no.

Ms. Clark arrived at 6:12 pm.

X. Adoption of Board Policies

MOTION # 10 - ADOPTION OF BOARD POLICIES

ON THE MOTION Mr. Snyder, seconded by Ms. Turner, the Board moved to adopt the Board Policies for the 2022-23 school year. Motion carried 7 yes, 0 no.

XI. Authorization to borrow up to \$900,000 in revenue anticipation notes for the 2022-2023 school year.

MOTION # 11 - APPROVAL OF AUTHORIZATION

ON THE MOTION of Mrs. Billings, seconded by Ms. Turner, the Board moved to approve the authorization to borrow up to \$900,000 in revenue anticipation notes for the 2022-23 school year. Motion carried 7 yes, 0 no.

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

MOTION # 12 - APPROVAL OF MILEAGE REIMBURSEMENT RATE

ON THE MOTION of Mrs. Billings, seconded by Mr. Snyder, 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 # 13 - APPROVAL OF ANNUAL RESERVE REPORT

ON THE MOTION of Ms. Turner, seconded by Mr. Snyder, 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 2022-2023

MOTION # 14 - APPROVAL OF OUT OF DISTRICT TUITION

ON THE MOTION of Mr. Snyder, seconded by Ms. Turner, the Board moved to approve the Annual Out of District Student Tuition of \$1,100.00 per year for 2022-23. Motion carried 7 yes, 0 no.

XV. Substitute Rate of Pay as per the attached worksheet

MOTION # 15 - APPROVAL OF SUB RATES

ON THE MOTION of Mr. Snyder, seconded by Ms. Turner, the Board moved to approve the Substitute Rate of Pay as per the worksheet provided. Motion carried 7 yes, 0 no.

XVI. Adoption of Calendars

MOTION # 16 - ADOPTION OF CALENDARS

ON THE MOTION of Ms. Turner, seconded by Mr. Snyder the Board moved to adopt the following calendars, noting that Board Meetings would now have a start time of 6:00 pm instead of 6:30 pm:

- 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

Motion carried 7 yes, 0 no.

XVII. Appointment of Election Inspector and Clerks

MOTION # 17 - APPOINTMENT OF ELECTION INSPECTORS AND CLERKS

ON THE MOTION of Mr. Snyder, seconded by Mrs. Billings, the Board moved to appoint the following list of Election Inspectors 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

Motion carried 7 yes, 0 no.

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

MOTION # 18 -ACCEPTANCE OF SCHOOL LUNCH GUIDELINES

ON THE MOTION of Ms. Turner, seconded by Mr. Reiter, the Board moved to accept the Free and Reduced Lunch Price Income Eligibility Guidelines for the School Lunch Program for the 2022-23 school year. Motion carried 7 yes, 0 no.

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

MOTION # 19 - APPROVAL OF EXTRA-CURRICULAR ORGANIZATIONS

ON THE MOTION of Ms. Turner, seconded by Mrs. Billings, the Board moved to approve the list of Extra-Curricular Organizations as provided. 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 # 20 - APPROVAL OF ADDITIONAL AUTHORIZATION

ON THE MOTION of Mrs. Billings, seconded by Mr. Snyder, the Board moved to approve Lisa M. Decker as the Authorized Representative to the Retiree Drug Subsidy (RDS) Center. Motion carried 7 yes, 0 no.

XXI. Adjournment

MOTION # 21 - ADJOURNMENT

ON THE MOTION of Ms. Turner, seconded by Mrs. Billings, the Board moved to adjourn the Reorganizational Meeting at 6:22 pm. Motion carried 7 yes, 0 no.