

The Reorganizational Meeting of the Board of Education of Madison Central School was held on July 5, 2023 at 6:00 pm in the auditorium.

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

MEMBERS ABSENT: None

OTHERS PRESENT: Mr. Jason Mitchell, Superintendent
Mr. Larry Nichols, Building Principal
Ms. 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 6:00 pm.
- II. The Oath of Office was taken by each individual listed below.
 - a. District Clerk
 - b. Superintendent
 - c. Newly re-elected members
 1. Brett Reiter
- III. Election of 2023-2024 Board President and Oath of Office
 - a. Ms. Turner nominated Mrs. Lavoie. There were no further nominations,

MOTION # 1 - ELECT BOARD PRESIDENT

ON THE MOTION of Ms. Turner, seconded by Mrs. Billings, the board moved to elect Mrs. Lavoie as the Board President for the 2023-24 school year. Motion carried 7 yes, 0 no.

- IV. Election of 2023-2024 Board Vice President and Oath of Office
 - a. Ms. Clark nominated Mr. Snyder. There were no further nominations.

MOTION # 2 - ELECT BOARD VICE PRESIDENT

ON THE MOTION of Ms. Clark, seconded by Ms. Turner, the Board moved to elect Mr. Snyder as the Board Vice President for the 2023-24 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. Snyder, seconded by Ms. Clark, the Board moved to approve the appointment of 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 7 yes, 0 no.

VI. Appointments

MOTION # 4 - APPROVAL OF APPOINTMENTS

ON THE MOTION of Mr. Snyder, seconded by Ms. Turner, the Board moved to approve the following list of 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 – TBD
- e. Records Access Officer – Jason Mitchell
- f. Records Management Officer – Melanie Brouillette
- g. Representative to OMH (Tri County) School Boards Association – Jona Synder, Alternate Laura Billings
- h. 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
- i. Compliance Coordinator - Brian Latella, Director of Curriculum, Instruction and Special Education
- j. Director of Physical Education - Larry Nichols
- k. Title IX Coordinator - Brian Latella, Director of Curriculum, Instruction and Special Education
- l. Data Protection Officer – Kurt Peavey
- m. Medicaid Compliance Officer - Brian Latella, Director of Curriculum, Instruction and Special Education
- n. HIPAA Compliance Officer - Brian Latella, Director of Curriculum, Instruction and Special Education

Motion carried 7 yes, 0 no.

VII. Committee Appointments

MOTION # 5 - APPROVAL OF COMMITTEE APPOINTMENTS

ON THE MOTION of Ms. Clark, seconded by Mr. Reiter, 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 – TBD
Chairperson/Administrator – Brian Latella
Subcommittee Chairperson – TBD
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 – TBD
Chairperson/Administrator – Brian Latella
Subcommittee Chairperson – TBD
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. Committee Appointments
 - 1. Budget - Mr. Snyder, Ms. Clark, Mrs. Billings
 - 2. Negotiations - Mr. Snyder, Mrs. Billings
 - 3. Policy - Ms. Clark, Mr. Reiter
 - 4. Building and Grounds - Mr. Snyder, Ms. Clark, Mrs. Billings
- d. Acceptance to use Impartial Hearing Officer List as provided by NYSED Impartial Hearing Reporting System @pd.nysed.gov/spcedhelp/ihrs.
- e. District Wide Safety Plan - Information Item
- f. District Safety Team – see enclosed list

Motion carried 7 yes, 0 no.

VIII. Designations

MOTION # 5 - APPROVAL OF DESIGNATIONS

ON THE MOTION of Mr. Snyder, seconded by Ms. Clark, 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 7 yes, 0 no.

IX. Authorizations

MOTION # 6 - APPROVAL OF AUTHORIZATIONS

ON THE MOTION of Ms. Clark, seconded by Ms. Turner, the Board moved to approve the following list of Authorizations:

Payroll Certification – Melanie Brouillette
Conference Approval – Jason Mitchell, Brian Latella
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 \$10,000.00

Motion carried 7 yes, 0 no.

- X. Adoption of Board Policies
 - a. All policies in the District Board Policy Manual
 - b. Approval of revised Code of Conduct Policy # 1006

MOTION # 7 - ADOPTION OF BOARD POLICIES

ON THE MOTION of Mr. Snyder, seconded by Mrs. Billings, the Board moved to approve all policies in the District Board Policy Manual and the revised Code of Conduct Policy #1006. Motion carried 7 yes, 0 no.

- XI. Authorization to borrow up to \$900,000 in revenue anticipation notes for the 2023-2024 school year.

MOTION # 8 - APPROVAL OF AUTHORIZATION TO BORROW

ON THE MOTION of Mr. Snyder, seconded by Ms. Clark, the Board moved to approve the authorization to borrow up to \$900,000 in revenue anticipation notes for the 2023-24 school year.

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

MOTION # 9 - APPROVAL OF MILEAGE REIMBURSEMENT RATE

ON THE MOTION of Mr. Snyder, seconded by Mr. Reiter, 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 - not available at this time

- XIV. Approval of Annual Out of District Student Tuition of \$1,100.00 per year for 2023-2024

MOTION # 10 - APPROVAL OF ANNUAL OUT OF DISTRICT STUDENT TUITION

ON THE MOTION of Ms. Turner, seconded by Mr. Reiter, the Board moved to approve the Annual Out of District Student Tuition of \$1,100.00 per year for 2023-24 as per Board Policy. Motion carried 7 yes, 0 no.

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

MOTION # 11 - APPROVAL OF SUBSTITUTE RATE OF PAY

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

- XVI. Combination of sports annually with Morrisville Eaton

MOTION # 12 - APPROVAL OF COMBINATION OF SPORTS WITH MORRISVILLE EATON ANNUALLY

ON THE MOTION of Mrs. Billings, seconded by Mr. Reiter, the Board moved to approve the combination of sports annually with Morrisville Eaton. Motion carried 7 yes, 0 no.

- XVII. 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, 2024

MOTION # 13 - ADOPTION OF CALENDARS

ON THE MOTION of Mr. Snyder, seconded by Mrs. Billings, the Board moved to adopt the board meeting dates and budget vote and elections date calendars. Motion carried 7 yes, 0 no.

XVIII. Appointment of Election Inspector and Clerks

MOTION # 14 - APPROVAL OF APPOINTMENT OF ELECTION INSPECTORS AND CLERKS

ON THE MOTION of Mr. Snyder, seconded by Mr. Reiter, the Board moved to approve 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. Alternate - Tracey Lewis
- h. Alternate - Melanie Brouillette

Motion carried 7 yes, 0 no.

XIX. Acceptance of Free and Reduced Lunch Price Income Eligibility Guidelines for School Lunch 2023-2024 - not necessary this year due to all meals being free with new grant program approval

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

MOTION # 15 - APPROVAL OF EXTRA-CURRICULAR LIST

ON THE MOTION of Mr. Snyder, seconded by Mr. Reiter, the Board moved to approve the list of Extra-Curricular Activities for the 2023-24 school year. Motion carried 7 yes, 0 no.

XXI. Additional Authorizations

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

MOTION # 16 - APPROVAL OF ADDITIONAL AUTHORIZATIONS

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

XXII. Adjournment

MOTION # 17 - ADJOURNMENT

ON THE MOTION of Ms. Clark, seconded by Mrs. Billings, the Board moved to adjourn the Reorganizational Meeting at 6:33 pm. Motion carried 7 yes, 0 no.