

**MINUTES OF BOARD OF EDUCATION REORGANIZATION MEETING – July 8, 2019**

<b>MEMBERS PRESENT</b>	<b>MEMBERS ABSENT</b>	<b>ADMINISTRATION PRESENT</b>
Mrs. Archer Dr. Corcoran Mrs. DeForest Mrs. James-Murad Mrs. Petrosillo Mrs. Rhodes Mrs. Rivera-Ortiz Mrs. Woodcock Dettor	Mr. Souser	Dr. Peter Smith, Superintendent of Schools Mr. Decker, School Business Administrator Mr. Reyes, Assistant Superintendent

Mrs. Petrosillo called the Reorganization meeting to order at 7:00 p.m. in the Board Room of the District Office. Others in attendance were Will Guisbond, Rachel Gilchrest, Christiana Semabia and Ann Wright.

**Oath of Office for School District Clerk**

Mr. Decker read and signed the Oath of Office for the School District Clerk.

**Oath of Office for Board Members**

Elected Board members Sharon Archer, Lorianne DeForest and Renee James Murad read and signed the oaths for their offices. Kenneth Souser was absent and will sign his oath on 7/15/19.

**Nominations and Election of Board Officers**

Mrs. Petrosillo nominated herself for President of the Board of Education for the 2019-2020 school year. There were no other candidates nominated for the office. A show of hands unanimously elected Mrs. Petrosillo as President for the 2019-2020 school year.

Mrs. Woodcock Dettor and Mrs. Rhodes nominated themselves for Vice President of the Board of Education for the 2019-2020 school year. There were no other candidates nominated for the office. A show of hands elected Mrs. Rhodes as Vice President for the 2019-2020 school year.

Mrs. Petrosillo read and signed the oath of office of the President of the Board of Education. Mrs. Rhodes read and signed the oath of office of Vice President of the Board of Education. Dr. Smith read and signed the oath of office of Superintendent of Schools and Acting Clerk of the Board.

**Appointment of District Officers for the 2019-2020 School Year**

		<u>Stipend</u>
Clerk of the Board	Timothy Decker	
Acting Clerk of the Board*	Peter Smith	
District Treasurer	Jean Carter	
School District Auditor	Philip Lockette	\$1,500

\*To serve when the District Clerk is unavailable.

Dr. Corcoran moved to accept the appointment of the district officers for the 2019-2020 school year.  
Mrs. Murad seconded.

Motion carried (8-0-0).

### **Appointments to the Committee on Preschool Special Education 2019-2020**

<b><u>Chairperson:</u></b>	Timothy Ristau Tracey Menapace, alternate Mary Conroy, alternate
<b><u>Parent:</u></b>	Christine O'Brien, alternate Joan Dadey, alternate Rebecca Trevisani, alternate
<b><u>County Reps:</u></b>	Benjamin Carkey Francine Lavalle
<b><u>Psychologists:</u></b>	Elaine Howe, alternate Beth McKenzie, alternate Amy Harmon, alternate Kadie Leonard, alternate Megan Keukelaar, alternate Anne Marie Honsinger, alternate
<b><u>Special Education Teachers:</u></b>	Christina Baker, alternate Dena Mason, alternate Erin Cooley, alternate Sara Sofranko, alternate Michelle McNeil, alternate Meg Ames, alternate Megan Remington, alternate Lisa Kerwin, alternate
<b><u>Speech Therapists:</u></b>	Cheryl Hoosock, alternate Lynette Neumann, alternate Tammy Farrell, alternate Elizabeth Carl, alternate
<b><u>Physical Therapist:</u></b>	Anne Marie Abt

**Occupational Therapist:** Cindy Tzetzis  
Claudia Cavotta  
Tiffany Kelly

**General Education**

**Teacher:** IDEA specifies that at least one general education teacher of the child be included. The Special Education Department established procedures to ensure the necessary participation.

**Appointments to the Committee on Special Education 2019-2020**

**Chairperson:** Timothy Ristau  
Tracey Menapace, alternate  
Mary Conroy, alternate

**Parent:** Christine O'Brien, alternate  
Joan Dadey, alternate  
Rebecca Trevisani, alternate

**County Reps:** Benjamin Carkey  
Francine Lavalley

**Psychologists:** Elaine Howe, alternate  
Beth McKenzie, alternate  
Amy Harmon, alternate  
Kadie Leonard, alternate  
Megan Keukelaar, alternate  
Anne Marie Honsinger, alternate

**Special Education**

**Teachers:** Christina Baker, alternate  
Dena Mason, alternate  
Erin Cooley, alternate  
Sara Sofranko, alternate  
Michelle McNeil, alternate  
Meg Ames, alternate  
Dan Rossiter, alternate  
Nicole Christian, alternate  
Kelli Dippold, alternate  
Jeff Loan, alternate  
Dan Felser, alternate  
Michael Melfi, alternate  
Sophie Leo, alternate  
Megan Remington, alternate  
Lisa Kerwin, alternate  
Katie Rybinski, alternate  
Susan Young, alternate  
Carrie Bojlevski, alternate  
Jamie Bailey, alternate

Kevin Kalfass, alternate  
Erin Nowicki, alternate  
Kristina Jordon, alternate  
Shannelle Reid, alternate

**General Education**

**Teacher:**

IDEA specifies that at least one general education teacher of the child be included. The Special Education Department established procedures to ensure the necessary participation.

**Speech Therapists:**

Cheryl Hoosock, alternate  
Lynette Neumann, alternate  
Tammy Farrell, alternate  
Elizabeth Carl, alternate

**Physical Therapist:**

Anne Marie Abt

**Occupational Therapist:**

Cindy Tzetzis  
Claudia Cavotta  
Tiffany Kelly

**Doctor:**

Dr. Digant Nanavati

Mrs. DeForest moved to accept the appointments to the Committee on Preschool Special Education and the Committee on Special Education for the 2019-2020 school year. Mrs. Murad seconded the motion.

Motion carried (8-0-0).

**Other Appointments**

School Physicians—Dr. Digant Nanavati, Wellnow Urgent Care, Dr. Brad Raphael, (volunteer),  
Dr. Irving Raphael (volunteer)  
School Attorney – the firm of Bond, Schoeneck, and King  
Census Enumerator – Timothy Decker  
District Auditor – extra classroom activity account – Jean M. Carter

***Independent Auditor – Grossman St. Amour***

Records Access Officer – Timothy Decker  
Asst. Records Access Officer – Renee Palladino  
Records Management Officer – Timothy Decker  
Acting Records Management Officer – Peter Smith  
Asbestos Designee – Jason Crawford  
Purchasing Agent – Timothy Decker  
Acting Purchasing Agent – Peter Smith  
Title IX coordinator – Peter Reyes  
Data Protection Officer – Peter Reyes  
504/ADA coordinator – Tracy Menapace  
Cooperative Health Insurance Fund of CNY Designee – Timothy Decker

Cooperative Health Insurance Fund of CNY Alternate – Peter Smith  
OCM Workers’ Compensation Consortium Designee – Timothy Decker  
OCM Worker’s Compensation Consortium Alternate – Peter Smith  
Dignity for All Students Coordinators: Paul Gasparini  
Laura Bond  
Kerri McKee  
Mary Sylvester  
Marcy Baker  
Jill Zerrillo

**Impartial hearing officers motion:**

**RESOLVED** that in order to meet the Jamesville-DeWitt Board of Education responsibility to establish and maintain the school district list of impartial hearing officers, the Jamesville-DeWitt Central School District will use the district specific list as maintained by the New York State Education Department’s Impartial Hearing Reporting System (IHRS).

Mrs. Woodcock Dettor moved to accept the other appointments for the 2019-2020 school year. Dr. Corcoran seconded.

Motion carried (8-0-0).

**Designations**

Official bank depositories M&T Bank  
J.P. Morgan Chase Bank  
Bank of America  
Key Bank of Central New York  
Citizens Bank

Establish regular meeting dates  
Official newspapers – Syracuse Newspapers, Eagle Newspaper

Mrs. Rhodes moved to accept the Designations: Official bank depositories and their successors, the regular meeting dates and the official newspapers for the 2019-2020 school year. Mrs. Rivera-Ortiz seconded.

Motion carried (8-0-0).

**Authorizations**

To certify payrolls – Timothy Decker, Peter Smith  
To approve attendance at conferences, conventions, and workshops – Peter Smith

To establish petty cash funds:  
High School –Paul Gasparini, \$200.00  
Middle School – Thomas A. Eldridge, \$200.00  
Jamesville Elementary – Marcy Baker, \$200.00  
Tecumseh Elementary – Jill Zerrillo, \$200.00

Moses DeWitt – Mary Sylvester, \$200.00  
 Pupil Personnel Services – Tracey Menapace, \$200.00  
 District Office – Jean M. Carter, \$400.00  
 Teacher Center – Jill Christian-Lynch, \$300.00

Designation of authorized signature on checks –  
 Peter Smith, Timothy Decker, Jean M. Carter

To approve budget transfers – Peter Smith

To approve for grants in aid – Peter Smith

To sign all continuing agreements – President, Board of Education

To sign in the absence of Board President – Vice President, Board of Education

Dr. Corcoran moved to accept the Authorizations for the 2019-2020 school year. Mrs. Rhodes seconded.

Motion carried (8-0-0)

### **Bonding**

	minimum amount of bond
District Clerk	\$400,000
District treasurer	\$1,000,000
District tax collector	\$1,000,000
Central treasurer, extra classroom	\$100,000
Internal claims auditor	\$400,000
All persons and positions required by law or regulation to be bonded	\$100,000

Mrs. Rhodes moved to accept the Bonding for the 2019-2020 school year. Mrs. Murad seconded.

Motion carried (8-0-0).

### **Other items**

- Readoption of all policies and code of ethics in effect during previous year
- Readoption of Ed-1 Records Retention Schedule as the school district’s “subject matter list” under NY Public School Officers Law Section 89(3)(c)
- Current rate of mileage reimbursement as set by Internal Revenue Service
- Rate per page for duplicating: Freedom of Information Act \$.25

Mrs. DeForest moved to accept the other items for the 2019-2020 school year. Mrs. Rhodes seconded.

Motion carried (8-0-0).

At 7:29 p.m. Mrs. Rhodes moved and Dr. Corcoran seconded, to adjourn the reorganization meeting and begin the regular Board of Education meeting.

Motion carried (8-0-0).

Respectfully submitted,

Timothy Decker  
Clerk of the Board

**BOARD APPROVED: 8/26/19**