

**MINUTES OF BOARD OF EDUCATION REORGANIZATION MEETING – July 13, 2020**

**MEMBERS PRESENT**

**MEMBERS ABSENT**

**ADMINISTRATION PRESENT**

Dr. Archer  
Dr. Corcoran  
Mrs. DeForest  
Mr. Gross  
Mr. Leach  
Mrs. James-Murad  
Mrs. Rhodes  
Mrs. Rivera-Ortiz  
Mrs. Woodcock Dettor

Dr. Smith, Superintendent of Schools  
Mr. Decker, School Business Administrator  
Mr. Reyes, Assistant Superintendent  
Mr. Franz, Assistant Superintendent

Mr. Decker called the Reorganization meeting to order at 7:02 p.m. via Zoom.

**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 Joe Gross, David Leach and Christine Woodcock Dettor the oath of office.

**Nominations and Election of Board Officers**

Mrs. Rhodes nominated herself for President of the Board of Education for the 2020-2021 school year. There were no other candidates nominated for the office. A show of hands unanimously elected Mrs. Rhodes as President for the 2020-2021 school year.

Dr. Corcoran and Mrs. DeForest nominated themselves for Vice President of the Board of Education for the 2020-2021 school year. There were no other candidates nominated for the office. A show of hands elected Mrs. DeForest as Vice President for the 2020-2021 school year.

Mrs. Rhodes read the oath of office of the President of the Board of Education. Mrs. DeForest read 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 Luckette	\$1,500

\*To serve when the District Clerk is unavailable.

Dr. Archer moved to accept the appointment of the district officers for the 2020-2021 school year.  
Mrs. Murad seconded.

Motion carried (9-0-0).

### **Appointments to the Committee on Preschool Special Education 2020-2021**

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

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

**County Reps:** Benjamin Carkey  
Francine Lavalle

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

**Special Education  
Teachers:**

Meg Ames, alternate  
Christina Baker, alternate  
Erin Cooley, alternate  
Michelle McNeil, alternate  
Megan Remington, alternate  
Christina Taylor, alternate

**Speech Therapists:** Elizabeth Carl, alternate  
Kelsey Froass, alternate  
Cheryl Hoosock, alternate

**Physical Therapist:** Anne Marie Abt

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

**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 2020-2021

### **Chairperson:**

Tracey Menapace  
Mary Conroy, alternate

### **Parent:**

Joan Dadey, alternate  
Christine O'Brien, alternate  
Rebecca Trevisani, alternate

### **County Reps:**

Benjamin Carkey  
Francine Lavalle

### **Psychologists:**

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

### **Special Education Teachers:**

Kara Azria, alternate  
Meg Ames, alternate  
Christina Baker, alternate  
Jamie Bailey, alternate  
Carrie Bojlevski, alternate  
Nicole Christian, alternate  
Erin Cooley, alternate  
Kelli Dippold, alternate  
Dan Felser, alternate  
Kristina Jordan, alternate  
Kevin Kalfass, alternate  
Lisa Kerwin, alternate  
Sophia Leo, alternate  
Jeff Loan, alternate  
Michelle McNeil, alternate  
Michael Melfi, alternate  
Erin Nowicki, alternate  
Shanelle Reid, alternate  
Megan Remington, alternate  
Dan Rossiter, alternate  
Katie Rybinski, alternate  
Christina Taylor, alternate  
Susan Young, 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:** Elizabeth Carl, alternate  
Kelsey Froass, alternate  
Cheryl Hoosock, alternate

**Physical Therapist:** Anne Marie Abt

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

**Doctor:** Dr. Digant Nanavati

Mrs. James Murad moved to accept the appointments to the Committee on Preschool Special Education and the Committee for Special Education for the 2020-2021 school year. Mrs. DeForest seconded the motion.

Motion carried (9-0-0).

### **Other Appointments**

School Physicians– Dr. Digant Nanavati, Five Star 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 – Nate Franz  
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  
Tokenma Killins

Mr. Gross moved to accept the other appointments for the 2020-2021 school year. Dr. Corcoran seconded.

Motion carried (9-0-0).

### **Designations**

#### **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. James Murad moved to accept the Impartial Hearing Officers Designation for the 2020-2021 school year. Mr. Gross seconded.

Motion carried (9-0-0).

### **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. Woodcock Dettor moved to accept the Designations: Official bank depositories and their successors, the regular meeting dates and the official newspapers for the 2020-2021 school year. Mrs. James Murad seconded.

Motion carried (9-0-0).

### **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 – Tokinma Killins, \$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

Mrs. DeForest moved to accept the Authorizations for the 2020-2021 school year. Mrs. Rivera-Ortiz seconded.

Motion carried (9-0-0)

### **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. James Murad moved to accept the Bonding for the 2020-2021 school year. Dr. Archer seconded.

Motion carried (9-0-0).

### **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

Dr. Corcoran moved to accept the other items for the 2020-2021 school year. Mrs. Rivera-Ortiz seconded.

Motion carried (9-0-0).

At 7:30 p.m. Mrs. Rivera-Ortiz moved and Dr. Archer seconded, to adjourn the reorganization meeting and begin the regular Board of Education meeting after a 5 minute recess.

Motion carried (9-0-0).

Respectfully submitted,

Timothy Decker  
Clerk of the Board

**BOARD APPROVED: 7/27/20**